



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, February 10, 2026 at 6:30 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.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 4 minutes per person per item. There will be no yielding of time to another person. Sign up does not guarantee you will get to speak if the allotted time for that item has already been exhausted. If there is time remaining after those registered to speak have spoken, persons not previously signed up may have the opportunity to speak. Comments received must be limited to the motion on the floor only.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF FEBRUARY 2026, AS BLACK HISTORY MONTH IN THE CITY OF NORMAN.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 2 through Item 21 be placed on the consent docket.

APPROVAL OF MINUTES

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

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF JANUARY 8, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF JANUARY 15, 2026

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF JANUARY 13, 2026.

First Reading Ordinance

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-28 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND E. ALAMEDA STREET; WARD 6)
4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2526-37 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DETACHING PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF NORMAN, OKLAHOMA, AND DESIGNATING THE AREAS OR TRACTS INCLUDED IN SUCH DETACHMENTS; REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR THE SEVERABILITY THEREOF (CERTAIN PROPERTIES ADDRESSED 2800 AND 2801 HENSLEY ROAD; WARD 5).

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-22 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, AMENDING SECTION 32-426 TO INCLUDE CONSUMPTION OF MARIJUANA; INHALING SECONDHAND MARIJUANA SMOKE AND OPEN CONTAINER THAT CONTAINS MARIJUANA IN PASSENGER AREA OF MOTOR VEHICLE
6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-41 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-509 TO INCLUDE PROHIBITING THE USE OF HANDHELD ELECTRONIC DEVICES WHILE OPERATING A MOTOR VEHICLE IN DESIGNATED SCHOOL ZONES AND ACTIVE CONSTRUCTION WORK ZONES

Appointments

7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF ADJUSTMENT

TERM: 02-10-26 TO 12-22-28, TAYLOR DAVIS - WARD 4

Reports/Communications

8. CONSIDERATION OF ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE RECEIPT OF THE ANNUAL REPORT FROM NORMAN SPORTS COMMISSION TO THE BOARD OF PARK COMMISSIONERS

Donation

9. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$8,500 FROM THE CAVINS GROUP, L.L.C., OF NORMAN TO BE USED TO PURCHASE SERVICES AND ITEMS FOR NORMAN POLICE DEPARTMENT COMMUNITY OUTREACH EVENTS, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

Contracts

10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2122-58: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND OLSSON, INC. IN THE AMOUNT OF \$100,800.00 FOR THE DESIGN OF THE 36TH AVENUE NW (PHASE 3) WIDENING PROJECT FROM INDIAN HILLS ROAD TO MOORE CITY LIMITS. (Ward 3 and 8)

11. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-54: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MUSCO SPORTS LIGHTING, L.L.C., FOR THE WESTWOOD TENNIS COURTS LIGHTING IMPROVEMENTS PROJECT AND FINAL PAYMENT OF \$37,339.00. (Ward 2)
12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF WORK ORDER PW1 TO ON-CALL CONTRACT K-2526-79: BY AND BETWEEN THE CITY OF NORMAN AND OLSSON, INC., IN THE AMOUNT OF \$170,809.00 FOR ENVIRONMENTAL SERVICES FOR THE 36TH AVENUE NW BOND PROJECTS. (Ward 3 and 8)
13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-85: BY AND BETWEEN THE CITY OF NORMAN, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY, AND STV INCORPORATED FOR ON-CALL ENGINEERING SERVICES ON AN AS-NEEDED BASIS. (City)
14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-114: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., IN THE AMOUNT OF \$234,900 FOR ENGINEERING SERVICES FOR FLOOD AVENUE WATER LINE REPLACEMENT — BOYD STREET TO ROBINSON STREET (WARDS 4 AND 8)
15. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$11,000 FROM THE OKLAHOMA MONARCH SOCIETY TO INSTALL POLLINATOR HABITAT AND PROVIDE POLLINATOR PUBLIC EDUCATION; APPROVAL OF CONTRACT K-2526-130 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA MONARCH SOCIETY; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (Ward 4)
16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-135: A SERVICE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN AND NORMAN ARTS COUNCIL, FOR THE 2026 ARTFUL INLETS PROJECT. (Ward 2)
17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-141: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND STREETS MECHANICAL, L.L.C., IN THE AMOUNT OF \$199,494.00 FOR THE NORMAN INVESTIGATION CENTER (NIC) AIR HANDLER REPLACEMENT; PERFORMANCE BOND B-2526-17, STATUTORY BOND B-2526-18, AND MAINTENANCE BOND MB-2526-48. (Ward 2)

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-144: BY AND BETWEEN THE CITY OF NORMAN AND THE VORTEX SERVICES, L.L.C., IN THE AMOUNT OF \$172,630.00 FOR THE HALIFAX AND RIDGEMONT STORMWATER PIPE LINING PROJECT, AND OF MAINTENANCE BOND MB-2425-41, PERFORMANCE BOND B-2425-55 AND STATUTORY BOND B-2425-56, AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (Ward 6 and 8)

Resolutions

19. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-98: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$70,418.24 FROM THE CAPITAL FUND TO FINANCE A PORTION OF THE CLASSEN BOULEVARD SIGNALS CONSTRUCTION PROJECT. (Ward 7 and 5)

20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-43: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, APPROPRIATING \$151,563.00 FROM OPIOID SETTLEMENT FUNDS CASH ACCOUNT TO OPIOID SETTLEMENT FUNDS EXPENDITURE ACCOUNTS TO FUND COUNCIL APPROVED PROJECTS WITH THE DISTRIBUTORS SETTLEMENT AGREEMENT FUNDS PROVIDED FROM THE STATE THROUGH CONTRACT K-2425-44.

21. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE; WARD 7) **POSTPONED INDEFINITELY DUE TO THE APPLICANT WITHDRAWING THE APPLICATION**

NON-CONSENT ITEMS

Second Reading Ordinance

22. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD; WARD 1)

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7: PRELIMINARY PLAT FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED 1500- FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD. (WARD 1).

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the Council as a whole and limited to four minutes or less.

ADJOURNMENT

File Attachments for Item:

1. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF FEBRUARY 2026, AS BLACK HISTORY MONTH IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Jamie Meyer, Interim City Clerk

PRESENTER: Jamie Meyer, Interim City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF FEBRUARY 2026, AS BLACK HISTORY MONTH IN THE CITY OF NORMAN.

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF FEBRUARY 2026, AS BLACK HISTORY MONTH IN THE CITY OF NORMAN.

- § 1. WHEREAS, since its origin in 1926 by the "Father of Black History," Dr. Carter G. Woodson, in his pursuit to raise awareness of African Americans' contributions to civilization, Black History Week began and evolved into Black History Month; and
- § 2. WHEREAS, the year 2026 represents a significant national milestone, marking 100 years since the federal recognition of Black Americans and reflecting a legacy of progress, resilience, and continued pursuit of equity in the United States; and
- § 3. WHEREAS, the 2026 national theme, "*A Century of Black History Commemorations*," highlights the enduring tradition of recognizing, preserving, and celebrating Black history through organized national observances over the past century; and
- § 4. WHEREAS, the Urban League of Greater Oklahoma City continues to be a principal advocate to offer the total community of Oklahoma with systems that provide opportunities for workforce and career development for over 75 years; and
- § 5. WHEREAS, the Alliance of Black Employees, a City of Norman Employee Resource Group, established in 2021, also provides support and representation to the Black community in Norman, while providing non-Black communities an opportunity to learn the Black experience to better understand diverse perspectives; and
- § 6. WHEREAS, the Norman Human Rights Commission continues to work to dispel prejudice, advance fairness, mutual understanding, and appreciation for the worth of all people.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

- § 7. Do hereby proclaim the month of February, 2026, as Black History Month in the City of Norman and encourage residents to observe the month through education, reflection, and civic engagement.

PASSED AND APPROVED this 10th day of February, 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk

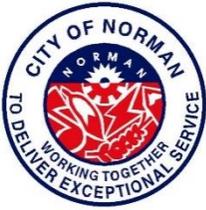
File Attachments for Item:

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

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF JANUARY 8, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF JANUARY 15, 2026

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF JANUARY 13, 2026.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Jamie Meyer, Interim City Clerk

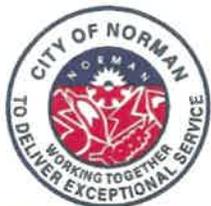
PRESENTER: Jamie Meyer, Interim City Clerk

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

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF JANUARY 8, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF JANUARY 15, 2026

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF JANUARY 13, 2026.



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, January 13, 2026 at 6:30 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers in the Municipal Building, on Tuesday, January 13, 2026 at 6:30 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.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY

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CALL TO ORDER

Mayor Holman called the meeting to order at 6:30 p.m.

ROLL CALL

PRESENT

Mayor Stephen Holman
Councilmember Ward 1 David Gandesbery
Councilmember Ward 2 Matthew Peacock
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Brandon Nofire
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 8 Scott Dixon

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Holman.

APPROVAL OF MINUTES

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

CITY COUNCIL SPECIAL MEETING MINUTES OF DECEMBER 16, 2025.

CITY COUNCIL STUDY SESSION MEETING MINUTES OF NOVEMBER 18, 2025, AND DECEMBER 2, 2025.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF NOVEMBER 25, 2025, AND DECEMBER 9, 2025.

CITY COUNCIL CONFERENCE MEETING MINUTES OF NOVEMBER 25, 2025, AND DECEMBER 9, 2025.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF NOVEMBER 6, 2025.

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF DECEMBER 11, 2025.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF NOVEMBER 20, 2025, AND DECEMBER 18, 2025.

CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MEETING MINUTES OF DECEMBER 17, 2025.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

The minutes were Approved.

COUNCIL ANNOUNCEMENTS

Ward 1 – Councilmember Gandesbery

Councilmember Gandesbery announced that he will host a Town Hall meeting on January 29, 2026, from 4:30 p.m. to 7:30 p.m. at the Norman East Library.

*

Ward 3 – Councilmember Bruce

Councilmember Bruce shared that he will host a listen and learn session on Friday January 16, 2026.

*

Ward 4 – Councilmember Grant

Councilmember Grant announced an upcoming Resource Fair to be held from 1:00 p.m. to 4:00 p.m. at The Well, featuring a variety of community resources, including a municipal warrant clearing event. She also shared that a neighborhood and stakeholder meeting will take place on January 31, 2026 from 9:30 a.m. to 12:00 p.m. at the Alameda Church of Christ to discuss concerns related to the proposed shelter.

*

Ward 5 – Councilmember Nofire

Councilmember Nofire reminded residents that the voter registration deadline for the February 10, 2026 election is January 16, 2026. Any misinformation and questions regarding the election will be addressed at his town hall meeting on Saturday, January 24, 2026, from 11:00 a.m. to noon.

*

Ward 8 – Councilmember Dixon

Councilmember Dixon announced that Francis Energy installed two electric vehicle super chargers in Ward 8, the first of many planned installations across Oklahoma. He also recognized the students of Norman North for raising over \$160,000 during SPUD (students performing unselfish deeds) week, to support local individuals and organizations in need.

*

Council announcements, continued:

Mayor Holman

Mayor Holman shared that he attended the ribbon cutting ceremony for the Francis Energy electric vehicle chargers and thanked Governor Stitt and others in attendance. He also attended a ribbon cutting for the hazmat sculpture at the Household Hazardous Waste Facility, which was created by local artists using decommissioned dumpsters, providing a creative and cost-effective alternative to disposal.

Announced the Mayor's Interfaith Breakfast to be held on Monday, January 19, 2026, at 9:00 a.m. at the Nancy O'Brian Center.

Announced the Finance Committee meeting scheduled for Thursday, January 15, 2026 and the Community Planning and Transportation Committee meeting Thursday, January 22, 2026 at 4:00 p.m.

Lastly, he reminded residents of the February 10, 2026 election and the voter registration deadline of Friday, January 16, 2026.

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 2 through Item 36 be placed on the consent docket.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Items 2 through 36 were placed on the Consent Docket.

First Reading Ordinance

2. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-13 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A FRATERNITY OR SORORITY HOUSE IN THE R-3, MULTIFAMILY DWELLING DISTRICT, FOR THE NE/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1401 COLLEGE AVENUE; WARD 7)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 2, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-13 was Adopted on First Reading by title.

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-16 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTION 20-109 AND APPENDIX A TO ADD MASSAGE THERAPY AND BODYWORK SERVICES ESTABLISHMENT TO THE FEE SCHEDULE FOR LICENSES; AMENDING SECTION 20-202 TO CLARIFY DEFINITION OF "ADULT ENTERTAINMENT BUSINESS"; ADDING DEFINITIONS AND LICENSURE REQUIREMENTS FOR "MASSAGE THERAPY AND BODYWORK SERVICES ESTABLISHMENTS" TO CHAPTER 20; AND DELETING THE DEFINITION OF "MASSAGE PARLOR" AND SEXUAL ENCOUNTER CENTER" FROM SECTION 36-101 OF THE CODE OF THE CITY OF NORMAN, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (CITY)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-16 was Adopted on First Reading by title.

4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-18 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE SOUTH HALF OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3400 CLASSEN BOULEVARD; WARD 7)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 4, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-18 was Adopted on First Reading by title.

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-24 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTY-FOUR (34), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2525 E. LINDSEY STREET, WARD 1)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-24 was Adopted on First Reading by title.

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-25 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOT 1, BLOCK 1 OF 36TH NORTH BUSINESS PARK AND A REPLAT OF LOT 1, BLOCK 1 OF S.C.M.C. ADDITION AND LOT 6, BLOCK 1, OF BROCE INDUSTRIAL PARK OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED EAST OF 36TH AVENUE N.W. APPROXIMATELY ONE-HALF MILE NORTH OF ROCK CREEK ROAD; WARD 8)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 6, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-25 was Adopted on First Reading by title.

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-26 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FOR CLOSURE OF SPECIFIC FIFTEEN-FOOT (15') WIDE EASEMENTS LOCATED WITHIN LOT 1, BLOCK 1, 36TH NORTH BUSINESS PARK, A PLANNED UNIT DEVELOPMENT. (WARD 8).

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-26 was Adopted on First Reading by title.

8. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-29 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF NORMAN, STATE OF OKLAHOMA (THE "CITY"), ON THE 7TH DAY OF APRIL, 2026, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE BONDS OF SAID CITY IN AN AMOUNT NOT TO EXCEED THE SUM OF THIRTY-FIVE MILLION DOLLARS (\$35,000,000) TO BE ISSUED IN SERIES TO PROVIDE FUNDS FOR THE PURPOSES OF RECONSTRUCTING, REPAIRING, IMPROVING, AND REHABILITATING EXISTING STREETS, ROADS, AND INTERSECTIONS IN THE CITY (INCLUDING LIGHTING, SIDEWALKS/BIKEPATHS, LANDSCAPING, RELATED DRAINAGE IMPROVEMENTS, DRIVEWAY RECONSTRUCTION, AND OTHER RELATED IMPROVEMENTS); AND LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL ON SAID BONDS; PROVIDING FOR ELECTION PROCEDURES; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Item 8, continued:

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-29 was Adopted on First Reading by title.

- 9. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-32 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 12-501 AND 12-502 OF THE CODE OF ORDINANCES OF THE CITY OF NORMAN, OKLAHOMA TO AMEND THE DEFINITION OF PERMANENT RESIDENT; PROVIDE A DEFINITION OF RECREATIONAL VEHICLES; INCREASE THE TRANSIENT GUEST ROOM TAX RATE FROM EIGHT PERCENT TO TEN PERCENT AND EXPAND THE APPLICATION OF THE TAX RATE TO INCLUDE SPACES TEMPORARILY RENTED FOR RECREATIONAL VEHICLES; ALL CONTINGENT ON VOTER APPROVAL OF ORDINANCE O-2526-33; PROVIDING FOR AN EFFECTIVE DATE FOR SAID CHANGES SUBJECT TO VOTER APPROVAL; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-32 was Adopted on First Reading by title.

10. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-33 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN SAID CITY OF NORMAN, STATE OF OKLAHOMA ON THE SEVENTH DAY OF APRIL, 2026, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-2526-32, WHICH ORDINANCE AMENDS SECTIONS 12-501 AND 12-502 OF THE CODE OF ORDINANCES OF THE CITY OF NORMAN, OKLAHOMA BY EXPANDING THE APPLICATION OF THE TAX RATE TO INCLUDE SPACES RENTED FOR OVERNIGHT STAYS IN RECREATIONAL VEHICLES AND INCREASING THE EXCISE TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM RENTS RECEIVED FROM OCCUPANCY OF HOTEL ROOMS AND RECREATIONAL VEHICLE SPACES FROM EIGHT PERCENT TO TEN PERCENT; PROVIDING AN EFFECTIVE DATE FOR SAID INCREASE SUBJECT TO VOTER APPROVAL; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-33 was Adopted on First Reading by title.

11. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-34 ON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE II, SECTION 2 OF THE CITY CHARTER TO MOVE THE BEGINNING DATE OF COUNCILMEMBER AND MAYORAL TERMS TO THE FIRST TUESDAY FOLLOWING SCHEDULED RUN-OFF ELECTIONS BEGINNING IN 2028 FOR EVEN-NUMBERED WARDS, 2029 FOR ODD-NUMBERED WARDS, AND 2031 FOR MAYORAL TERMS; ARTICLE V, SECTION 2 OF THE CITY CHARTER TO ALLOW FOR ALTERNATIVE PROFESSIONAL CERTIFICATIONS BEYOND CERTIFIED PUBLIC ACCOUNTANT TO QUALIFY FOR THE POSITION OF CITY AUDITOR; ESTABLISHING AN EFFECTIVE DATE CONTINGENT UPON APPROVAL BY THE VOTERS AND AS PROVIDED BY LAW; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 11, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-34 was Adopted on First Reading by title.

12. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-35 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF NORMAN, STATE OF OKLAHOMA, ON THE 7TH DAY OF APRIL, 2026, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE O-2526-34, WHICH ORDINANCE AMENDS ARTICLE II, SECTION 2 OF THE CITY CHARTER TO MOVE THE BEGINNING DATE OF COUNCILMEMBER AND MAYORAL TERMS TO THE FIRST TUESDAY FOLLOWING SCHEDULED RUN-OFF ELECTIONS BEGINNING IN 2028 FOR EVEN-NUMBERED WARDS, 2029 FOR ODD-NUMBERED WARDS, AND 2031 FOR MAYORAL TERMS; ARTICLE V, SECTION 2 OF THE CITY CHARTER TO ALLOW FOR ALTERNATIVE PROFESSIONAL CERTIFICATIONS BEYOND CERTIFIED PUBLIC ACCOUNTANT TO QUALIFY FOR THE POSITION OF CITY AUDITOR; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-35 was Adopted on First Reading by title.

13. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-36: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF NORMAN, STATE OF OKLAHOMA (THE "CITY"), ON THE 7TH DAY OF APRIL, 2026, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF GENERAL OBLIGATION BONDS OF SAID CITY IN AN AMOUNT NOT TO EXCEED THE SUM OF EIGHT MILLION DOLLARS (\$8,000,000) TO BE ISSUED IN ONE OR MORE SERIES TO PROVIDE FUNDS FOR THE ACQUIRING, CONSTRUCTING, RECONSTRUCTING, EXPANDING, REPAIRING, WHICH MAY ALSO INCLUDE IMPROVING, RENOVATING, ACQUIRING AND EQUIPPING OF A COMMUNITY FACILITY TO SERVE AS A HOMELESS SHELTER AND TO BE OWNED EXCLUSIVELY BY THE CITY; TO BE COMPLETED WITH OR WITHOUT THE USE OF OTHER FUNDS, AND LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF THE INTEREST AND PRINCIPAL ON SAID BONDS; PROVIDING FOR ELECTION PROCEDURES; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-36 was Adopted on First Reading by title.

Reports/Communications

14. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Receipt of the City Manager's Contract and Change Order Report was Acknowledged.

Surplus

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

The Declaration of Surplus was Approved, and the sale thereof was Authorized.

Certificate of Survey

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2526-4: FOR BLANDFORD BLUFF, EASEMENTS E-2526-20 AND E-2526-21, A VARIANCE IN THE MINIMUM FRONT SETBACK WIDTH REQUIREMENT FROM 330' TO 329.92' AND A VARIANCE IN THE TEN ACRES REQUIREMENT FROM 10 ACRES TO 9.98 ACRES. (GENERALLY LOCATED ON THE EAST SIDE OF 96TH AVENUE N.E. AND ONE-QUARTER MILE NORTH OF BETHEL ROAD) (Ward 5)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Certificate of Survey was Approved and Easements E-2526-20 and E-2526-21 were Accepted and the filing thereof with the Cleveland County Clerk was Directed.

Final Plat**17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2526-11: FINAL PLAT FOR CHARLESTON RIDGE ADDITION (LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF TECUMSEH ROAD AND CHARLESTON ROAD) (Ward 8).**

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Final Plat FP-2526-11 was Approved.

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2526-12: FINAL PLAT FOR 2880 CLASSEN BOULEVARD ADDITION, A SIMPLE PLANNED UNIT DEVELOPMENT, (INCLUDING A REPLAT OF MONROE ADDITION) (GENERALLY LOCATED 830' SOUTH OF IMHOFF ROAD ON THE WEST SIDE OF CLASSEN BOULEVARD) (2880 Classen Boulevard). (Ward 1)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Final Plat FP-2526-12 was Approved.

Contracts**19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1213-170: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND STV INCORPORATED, INCREASING THE CONTRACT AMOUNT BY \$245,200 FOR A REVISED CONTRACT AMOUNT OF \$1,201,157.56 FOR REVISIONS TO THE ROADWAY DESIGN FOR THE 36TH AVENUE NW WIDENING 2012 BOND PROJECT, AND ASSOCIATED BUDGET TRANSFERS AS OUTLINED IN THE STAFF REPORT. (Ward 8)**

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 19, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Amendment Three to Contract K-1213-170 and Budget Transfers were Approved.

Acting As the City Council and the Norman Municipal Authority

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER SIX TO CONTRACT K-1920-133: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY, AND CROSSLAND CONSTRUCTION COMPANY, INC., DECREASING THE CONTRACT AMOUNT BY \$27,170.10 FOR THE NORMAN CITY HALL GENERATOR MUNICIPAL COMPLEX RENOVATION PROJECT AND FINAL ACCEPTANCE AND PAYMENT.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Change Order six, Final Acceptance, and Final Payment to Contract K-1920-133 were Approved.

Acting As the Norman Utilities Authority

21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2021-130: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND COWAN GROUP ENGINEERING, L.L.C., INCREASING THE CONTRACT AMOUNT BY \$26,450 FOR A REVISED CONTRACT AMOUNT OF \$123,750 FOR PROFESSIONAL SERVICES FOR THE JAMES GARNER WATER LINE REPLACEMENT FROM MAIN STREET TO DUFFY STREET. (Ward 4)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Item 21, continued:

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Amendment one to Contract K-2021-130 was Approved.

Acting As the Norman Utilities Authority

22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-66: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INCREASING THE CONTRACT BY \$67,070 FOR A REVISED CONTRACT AMOUNT OF \$3,387,070 FOR THE NORMAN WATER RECLAMATION FACILITY DEWATERING IMPROVEMENTS PROJECT AS OUTLINED IN THE STAFF REPORT. (Ward 6)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Change Order one to Contract K-2324-66 was Approved.

Acting As the Norman Utilities Authority

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2425-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INDUSTRIAL HYDRO SERVICES, INCREASING THE CONTRACT AMOUNT BY \$2,436.46 FOR A REVISED CONTRACT AMOUNT OF \$305,436.46 AND INCREASING THE CONTRACT TIME BY 263 CALENDAR DAYS FOR THE STORM HOLDING POND BIOSOLIDS REMOVAL PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF \$2,446.46. (City)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Change Order one, Final Acceptance, and Final Payment to Contract K-2425-35 were Approved.

24. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2526-4: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND G&S SIGN SERVICES, L.L.C., IN THE AMOUNT OF \$13,432 FOR THE MODIFICATION OF THREE WAYFINDING SIGNS INSTALLED AS PART OF PHASE 4 ON 36th AVENUE WEST AND THE PORTER AVENUE/CLASSEN BOULEVARD CORRIDOR (Wards 4 & 8).

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Change Order two to Contract K-2526-4 was Approved.

Acting As the Norman Utilities Authority

25. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-89: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INSITUFORM TECHNOLOGIES, L.L.C., TO DECREASE THE CONTRACT BY \$705 FOR A REVISED CONTRACT AMOUNT OF \$89,445 FOR TRUMAN ELEMENTARY SEWER REHABILITATION PROJECT; FINAL ACCEPTANCE OF THE PROJECT; AND FINAL PAYMENT IN THE AMOUNT OF \$89,445. (Ward 3)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Chage Order one, Final Acceptance, and Final Payment to Contract K-2526-89 were Approved.

26. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-94: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GARVER, L.L.C., IN THE AMOUNT OF \$445,150 FOR THE DESIGN OF THE 24TH AVENUE N.E. BRIDGE OVER UNNAMED TRIBUTARY TO ROCK CREEK BOND PROJECT. (Ward 6)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 26, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Contract K-2526-94 was Approved.

27. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-101: BETWEEN THE CITY OF NORMAN, OKLAHOMA AND RAVE MOBILE SAFETY IN THE AMOUNT OF \$154,375, TO BE PAID IN THE AMOUNT OF \$30,875 PER YEAR FOR FIVE YEARS, TO PROVIDE A MASS NOTIFICATION SERVICE FOR THE CITY OF NORMAN FOR THE PERIOD OF SEPTEMBER 29, 2025 THROUGH SEPTEMBER 28, 2030. (City)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Contract K-2526-101 was Approved.

Acting As the Norman Utilities Authority

28. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-104: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND ALAN PLUMMER AND ASSOCIATES, INC., DOING BUSINESS AS PLUMMER ASSOCIATES, INC., IN THE AMOUNT OF \$335,850 FOR ENGINEERING SERVICES FOR THE WATER WELL LINE EXTENSIONS FOR THE PROPOSED GROUNDWATER TREATMENT FACILITY (WA0214). (Ward 5)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Contract K-2526-104 was Approved.

Acting as the Norman Utilities Authority

29. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-116: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND PROFESSIONAL ENGINEERING CONSULTANTS, P.A., IN THE AMOUNT OF \$128,000 FOR ENGINEERING SERVICES FOR THE ROYAL OAKS WATER LINE REPLACEMENT PROJECT. (Ward 6)

Motion made by Trustee Ward 2 Peacock, Seconded by Trustee Ward 4 Grant.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 4 Grant, Trustee Ward 5 Nofire, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

Contract K-2526-116 was Approved.

30. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-128: BY AND BETWEEN THE CITY OF NORMAN AND THE OKLAHOMA WATER RESOURCES BOARD IN THE AMOUNT OF \$237,711.86 FOR THE LAKE THUNDERBIRD TOTAL MAXIMUM DAILY LOAD (TMDL) MONITORING PROGRAM. (City)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Contract K-2526-128 was Approved.

31. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-129: BY AND BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS AND THE CITY OF NORMAN FOR THE COLLECTION OF TRAFFIC DATA AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (City)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Item 31, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Contract K-2526-129 and Budget Appropriation were Approved.

Resolutions

32. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-91: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$113,932 FROM THE NORMAN FORWARD FUND BALANCE, TO THE FOLLOWING NORMAN FORWARD MASTER PLANS: \$22,750 TO THE MULTI-SPORTS PARK PROJECT, \$20,500 TO THE RUBY GRANT PARK PROJECT, \$7,500 TO THE GRIFFIN PARK PROJECT, \$31,591 TO THE REAVES PARK PROJECT, \$15,795.50 TO THE YOUNG FAMILY ATHLETIC CENTER (YFAC) PROJECT, AND \$15,795.50 TO THE ADULT WELLNESS AND EDUCATION CENTER (AWE) PROJECT.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Resolution R-2526-91 was Adopted.

33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-93: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL RAILROAD ADMINISTRATION PARTNERSHIP FUNDING FOR THE DESIGN OF A GRADE SEPARATION ON TECUMSEH ROAD AT THE BNSF RAILROAD CROSSING.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Resolution R-2526-93 was Adopted.

34. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-94: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$400,000 FROM THE 2019 TRANSPORTATION GO BOND FUND BALANCE TO THE CEDAR LANE ROAD PROJECT FROM BLACK LOCUST COURT TO 36TH AVENUE SOUTHEAST. (Ward 5)

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Resolution R-2526-94 was Adopted.

35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-95: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF THE CLAIM FILED BY DAVID FAUGHT UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *DAVID FAUGHT V. THE CITY OF NORMAN*, WORKERS' COMPENSATION COMMISSION CASE 2025-02198 A; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COMMISSION, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COMMISSION JUDGMENT FROM THE RISK MANAGEMENT INSURANCE FUND.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Resolution R-2526-95 was Adopted.

36. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-96: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$6,188 FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND AND APPROPRIATING THESE FUNDS TO THE NEET EASEMENT VEGETATION REPLACEMENT PROJECT, FOR THE PLANTING OF TREES IN VARIOUS PARKS.

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Resolution R-2526-96 was Adopted.

NON-CONSENT ITEMS

Second Reading Ordinance

37. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-19 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION 15, TOWNSHIP 8 NORTH, RANGE 2 WEST AND THE EAST HALF (E/2) OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST OF US HIGHWAY 77, SOUTH OF E. CEDAR LANE, AND NORTH OF POST OAK ROAD. (Ward 5)

Staff has recommended that Item 37 be postponed until January 27, 2026, so that it can be considered with the Preliminary Plat at the same time.

Motion to postpone until January 27, 2026, so that it can be considered with the Preliminary Plat at the same time made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Ordinance O-2526-19 was postponed until January 27, 2026.

Councilmember Peacock was recognized for an abstention on item 38

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Abstaining: Councilmember Ward 2 Peacock

Councilmember Peacock was allowed to abstain from Item 38.

38. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-21 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FORTY-EIGHT (48) AND FORTY-NINE (49), IN BLOCK FOUR (4), OF STATE UNIVERSITY ADDITION , TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (765 JENKINS AVENUE) (Ward 4)

Motion to adopt upon Second Reading Section by Section made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Participants in discussion:

1. Mr. Gunner Joyce, on behalf of the applicant
2. Ms. Sherylann Densow Wards 4 and 6, opponent
3. Ms. Karlinda Gravel Ward 4, made comments
4. Ms. Chelsea Grave Ward 4, made comments
5. Mr. Steve Ellis Ward 4, opponent
6. Mr. Chris Mattingly, Director of Utilities

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

Voting Abstaining: Councilmember Ward 2 Peacock

Ordinance O-2526-21 was Adopted on Second Reading Section by Section.

Motion to adopt on Final Reading as a whole, made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Item 38, continued:

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

Voting Abstaining: Councilmember Ward 2 Peacock

Ordinance O-2526-21 was Adopted on Final Reading as a whole.

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the Council as a whole and limited to four minutes or less.

Shai Fenwick – Ward 5

Ms. Fenwick is in favor of the homeless shelter and shared her experience with homelessness in the past, she said she believes this will be a great resource.

*

Mayumi Windler – Ward 2

Ms. Windler had questions regarding the bond elections and asked for clarification on the language and also questioned the \$3 million increase for the homeless shelter, when compared to 2020 when it was voted down.

*

Dianna Hutzel – Ward 5

Ms. Hutzel shared her concerns about the long term operating costs for the shelter.

*

Billy Jewell – Ward 5

Mr. Jewell shared his concerns about the substation and inconsistencies regarding the details.

*

Richard Stawicki – Ward 2

Mr. Stawicki recalled a past sewer overflow issue that led to stormwater improvements, including a sewer interceptor on Dalton Lane, and stated that improper developer connections later caused issues, resulting damage and sewer backups.. Mr. Stawicki objected to the City's determination of no liability, requested reconsideration of his daughter's tort claim, and cautioned that residents may pursue legal action.

*

Miscellaneous comments continued:

Trey Kirby – Ward 5

Mr. Kirby opposed the siting of a substation near rural residences, urged Council to reconsider the decision, and raised concerns about undisclosed chemical use affecting the watershed. He suggested rehabilitating the existing Roundup Club arena as a community-based alternative to a new facility and questioned the homeless shelter funding model, advocating for broader cost-sharing beyond property owners.

*

Ben Plummer – Ward 4

Mr. Plummer offered policy suggestions including limiting private equity ownership of property, requiring disclosure of private equity acquisitions, considering an eviction tax, exploring a local universal health care model, and restricting the use of certain herbicides on golf courses due to health and environmental concerns.

*

Evan Taylor – Ward 4

Mr. Taylor spoke in opposition to the homeless shelter near his home and stated concerns regarding the details and requested clarity on the subject.

*

John Scamehorn – Ward 1

Dr. Scamehorn expressed his concern and opposition with the City's deficit spending and felt this would lead to public safety cuts. He stated that the city was prioritizing the homeless over its own citizens. He called for balance between housing providers and homeowners.

*

Sherylann Densow – Wards 4 and 6

Ms. Densow expressed her concern with the use of Tax Increment Finance District funds, federal aid monies, grant monies, and stated they have been spent improperly.

*

Karlinda Gravel – Ward 4

Ms. Gravel raised concerns about a code violation involving a liquor store and dispensary near the Salvation Army and requested City action. She emphasized supporting east side residents, protecting property values, and encouraged council members to engage with affected citizens to ensure safeguards are in place for vulnerable homeowners.

*

Chelsey Gravel – Ward 4

Ms. Gravel shared that Norman needs to do a better job of making those in need, aware of existing homeless shelters and services.

*

Miscellaneous comments continued:

Bill Hutzal – Ward 5

Mr. Hutzal expressed his concern regarding Norman’s deficit and spoke in opposition to the new proposed shelter.

*

Cindy Rogers – Ward 4

Cindy Rogers emphasized the importance of reviewing City meeting minutes and budget data, highlighting Norman’s local event attendance, financial oversight, and the need to support community-focused initiatives. She encouraged multiple approaches to homelessness, reviewed housing affordability data, and provided context on city spending, noting major projects like the Young Family Athletic Center and Norman Forward relative to the \$8 million spent addressing community housing needs.

*

Stephen Ellis – Ward 4

Mr. Ellis stressed careful interpretation of shelter data, noting nearly 400 individuals served and nearly 17,000 shelter nights provided by City Care, and emphasized that Salvation Army alone cannot meet the need. He also highlighted that ad valorem taxes are fair, minimally impact property owners, and that proposed April bonds are designed to maintain current tax levels.

*

Ella Crenshaw – Ward 6

Ms. Crenshaw expressed support for placing a shelter on the east side of Norman to ensure access to services and resources that help individuals exit homelessness. She shared her positive experiences with homeless neighbors and emphasized the importance of stable, supportive living locations.

ADJOURNMENT

The Meeting was Adjourned at 8:18 p.m.

ATTEST:

City Clerk

Mayor Stephen T. Holman



CITY OF NORMAN, OK
CITY COUNCIL OVERSIGHT COMMITTEE MEETING
 Municipal Building, Executive Conference Room, 201 West Gray, Norman,
 OK 73069
 Thursday, January 08, 2026 at 4:00 PM

MINUTES

The Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, January 08, 2026 at 4:00 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.

CALL TO ORDER

Chair Helen Grant called the meeting to order at 4:00 pm

MEMBERS PRESENT

Councilmember Ward 4 Helen Grant - Chair
 Councilmember Ward 1 David Gandesbery
 Councilmember Ward 5 Brandon Nofire
 Councilmember Ward 8 Scott Dixon

OTHERS PRESENT

Councilmember Ward 3 Robert Bruce
 Mayor Stephen Tyler Holman
 Ms. Beth Muckala, Assistant City Attorney III
 Ms. Jane Hudson, Planning & Community Development Director
 Ms. Lora Hoggatt, Planning Services Manager
 Mr. Scott Sturtz, Public Works Director
 Mr. Tim Miles, City Engineer
 Ms. Tiffany Vrska, Chief Communications Officer
 Ms. Maria Nairn, Communications and Engagement Coordinator
 Ms. Katherine Griffith, Administrative Tech III, City Clerk

AGENDA ITEMS

1. DISCUSSION REGARDING AMENDMENTS TO THE AIM NORMAN AGRICULTURAL RESIDENTIAL AND URBAN RESERVE LANGUAGE.

Ms. Lora Hoggatt, Planning Services Manager, presented proposed amendments to the AIM Norman Agricultural Residential and Urban Reserve (AIM) Plan language, specifically within the Urban Reserve category. She explained that since adoption of the plan, the 30-acre minimum lot size requirement has proven contentious, particularly for long-term landowners who expected to subdivide their land into smaller parcels (e.g., 10-acre tracts) for family members.

Key Proposed Changes:

- Replace the 30-acre minimum lot size requirement in Urban Reserve areas with a 10-acre minimum, consistent with Agricultural Residential (AR) standards.
- Allow cluster development similar to current AR areas:
 - Minimum lot size of 2 acres
 - 65% of the total land area must remain as open space
- Clarify site design standards, including:
 - Proper buffering of drainage ways
 - Avoidance of large parcels without access to existing streets
- Add allowances for:
 - Accessory Dwelling Units (ADUs)
 - Agricultural-related structures such as barns and stables
- Maintain consistency in language and structure across land use categories

Ms. Hoggatt clarified:

- Cluster developments must be served by water and sewer, not septic systems.
- Development within the 2045 Character Area must be contiguous with existing development and extend services accordingly.
- Character area designations cannot be removed by request.

Councilmember Nofire said he requested the review after receiving feedback from constituents unable to subdivide land under the 30-acre rule. The Planning Department confirmed collaboration with Councilmember Nofire, but no constituent feedback had yet been formally gathered, though the proposed changes align with constituent concerns.

Staff noted that an ordinance amendment would be required to remove a parenthetical reference to the 30-acre requirement currently embedded in Chapter 30 of the City Code. Other plan changes would be handled by resolution.

2. DISCUSSION REGARDING UPDATING THE AIM NORMAN MAP TO INCLUDE THE NEW TURNPIKE ALIGNMENT AS ANNOUNCED BY THE OKLAHOMA TURNPIKE AUTHORITY.

Ms. Hoggatt presented an example of an updated land use map reflecting the most recent proposed turnpike alignment released by the Oklahoma Turnpike Authority (OTA) in September 2025. The maps will be updated and made available for public viewing once the changes have been finalized by OTA.

Item 2, continued

Key Points:

- The alignment is proposed, not finalized.
- GIS staff used the most current information available on the OTA website.
- No changes to land use densities or classifications are proposed as a result.
- A notation will be included in plan documents indicating that the alignment reflects the most up-to-date information available.

Committee Members expressed interest in discussing the amendments at a full Council Study Session or Conference prior to Planning Commission review. Staff will coordinate with the City Clerk to set up the meeting.

3. DISCUSSION OF POSSIBLE WAYS TO ENCOURAGE PUBLIC FEEDBACK EARLIER IN THE PROCESS WHEN CREATING TAX INCREMENT FINANCE DISTRICTS.

Ms. Kathryn Walker, Assistant City Attorney IV, provided an overview of Tax Increment Financing (TIF), its statutory authority, and the existing process under the Local Development Act. The discussion focused on how public input typically occurs late in the process, often after major decisions have been made and put in place.

Overview Highlights:

- TIF's allocate incremental growth in tax revenue (property and/or sales tax) to fund project costs.
- TIF districts can last up to 25 years.
- Eligible areas include reinvestment, enterprise, and historic preservation areas.
- Norman TIF's are typically administered through the Norman Tax Increment Finance Authority.

Existing Review Process Includes:

- Council direction to proceed
- Statutory Review Committee (SRC) review
 - The SRC does not typically include public comment.
- Planning Commission review
- Two public hearings
 - The first formal public input usually occurs at Planning Commission
- Council adoption by ordinance

Best Practices & Policy Considerations Discussed:

- Formation of citizen advisory committees early in the process (example: University North Park TIF, 2006)
- Adoption of:
 - Formal application requirements
 - Application fees to offset staff and consultant costs
 - Independent economic impact analyses

Item 3, continued

- Consideration of:
 - Affordable housing policies within TIF districts
 - Small business participation requirements
 - Project-specific policy guides for individual TIF districts
 - Balance between flexibility and accountability
 - Ensure projects are not exclusively private in benefit
 - The value of internal and independent financial review capacity
- Review of best practices from other cities (e.g., Fort Worth, Kansas municipalities, Oklahoma City), learning from challenges in other municipalities' TIF projects

Committee Members agreed this discussion represents the beginning of a longer policy review and the importance of establishing clear procedures before advancing new TIF proposals or district plans was emphasized. Committee members expressed interest in revisiting the topic at the March Oversight Committee meeting.

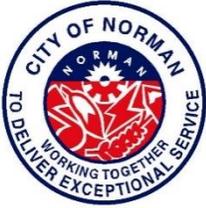
ADJOURNMENT

The meeting was adjourned at 4:47 pm.

ATTEST:

 City Clerk

 Mayor



CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING
Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069
Thursday, January 15, 2026 at 4:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, January 15, 2026 at 4:00 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.

CALL TO ORDER

PRESENT

Councilmember Ward 1 David Gandesbery
Councilmember Ward 4 Helen Grant

ABSENT

Councilmember Ward 6 Chair Joshua Hinkle
Councilmember Ward 3 Robert Bruce

OTHERS

Mayor Stephen Holman
Councilmember Ward 8 Scott Dixon
Clint Mercer, Chief Accountant
Chris Mattingly, Director of Utilities
Darrel Pyle, City Manager
Jacob Huckabaa, Budget Analyst
Jason Olsen, Director of Parks & Recreation
Kathryn Walker, Asst. City Attorney
Kim Coffman, Budget Manager
Scott Martin, President of Norman Chamber of Commerce
Taylor Johnson, Transit & Parking Program Manager
Bryce Holland, Multimedia Specialist

AGENDA ITEMS

1. DISCUSSION REGARDING THE MID-YEAR BUDGET REVIEW.

Kim Coffman gave the report. Coffman explained that the mid-year budget review holds the following purposes: it give Council a picture of the City’s funds after the prior year audit has been completed; it allows Council to course correct if necessary; and it presents the question to Council as to whether or not they want to add funds to the Rainy Day Fund or remove funds from the Rainy Day Fund.

Revenue came in slightly below what was estimated for fiscal year 2025, but expenses also came in slightly below what was estimated. There was a lower subsidy to the Public Safety

Sales Tax Oversight (PSST) Fund than anticipated. This was due to purchase orders that haven't been paid yet. Mayor Holman stated, "Just for discussion's sake, it (the PSST Fund) has obligations and the tax itself doesn't generate enough to cover all of it (obligations) by itself." Coffman said, "That's correct, especially since the additional four School Resource Officers were added."

The ending fund balance for the City of Norman was \$11.66 million. This is approximately \$400,000 less than what was projected.

City Manager Darrel Pyle stated, "As we go through the budget development process, we'll review all of those purchase orders (POs). If any of those purchase orders were issued, but the project's not going to happen, or the purchase isn't going to happen, we'll cancel the PO and the dollars that were reserved for it - they stay in fund balance and move forward to the next fiscal year."

It is voter approved that 7/10 of 1% of the City's sales tax revenue be earmarked specifically for capital purchases. "That's about \$18 million worth of General Fund revenue that the voters have said, 'we don't want you to use it for operations, it's for capital only,'" Pyle said. "It's wonderful because we have dollars available to help us achieve the capital needs that every organization has. The challenge, when it has a real hard earmark, is that we have no flexibility on \$18 million of General Fund revenue."

The fiscal year 2026 beginning General Fund balance is \$11.6 million. Subsidies did increase some, as in the case of the PSST Fund which required a \$1.4 million subsidy. The Insurance Fund has required an approximate \$800,000 subsidy within the first six months of the fiscal year. "That leaves us with \$4.9 million as the estimated, ending fund balance in the current fiscal year," Coffman said. That puts the City \$1.6 million over the required 3% reserve for operations. Coffman has projected a 1% sales tax increase and 4% use tax increase for fiscal year 2027, bringing the projected revenue to \$110.8 million.

"We acknowledge that our dwindling fund balance is an issue," said Coffman. "We need to build that back up to a healthier level. One option we have is to freeze expenses for fiscal year 27 at the current year levels, and that is what I have projected." It is expected that the PSST Fund will require a \$336,000 subsidy from the General Fund. According to Coffman, this budget puts \$1.5 million back into the General Fund leaving the City 3.3% more than the 3% required reserve.

In fiscal year 2026, the Net Stabilization Fund, also referred to as the "Rainy Day Fund," has exceeded the 5% minimum balance. "This gives you the opportunity to decide if you want to deposit the \$463,021 from the General Fund to bring this to the target or if you want to leave it as-is," Coffman said. Darrel Pyle added, "Staff's recommendation, since we exceed the minimum by a pretty comfortable margin and that revenues have been stagnant, we would continue into next budget development under the same philosophy. You have adopted financial policies that lay out the rules by which these dollars would be accessible; so, as long as the criteria doesn't meet, this money just rolls along and is available for a future potential emergency." It is written into policy that money taken from this reserve needs to be paid back within three years.

The PSST Fund was left with a balance of \$54,145 for fiscal year 25. Per the City's 2026 contract with Norman Public Schools (NPS), the City is expected to receive \$541,859 in reimbursements for the School Resource Officer (SRO) program. Coffman said, "This is less than what was budgeted at \$557,000. We budgeted a 5% increase over prior year, and the contract only allowed for a 2% increase." Councilmember Grant showed concern for SRO overtime and asked

that staff be mindful of that when negotiating the next contract with NPS. Councilmember Gandesbery added, “I had a conversation with the (Police) Chief and the (Police) Major about the contract as it is written currently with the Norman Public School system; and we looked at the contract of Cleveland County (Sheriff’s Department) that they just signed with the Norman Public School system. Cleveland County’s strictly says that they will not work any overtime whatsoever, they will supply less than half the amount of officers, they can be first year officers straight off training and everything, they won’t work anything over fourth grade level, and they’re making \$300,000 more per year than what our current contract states. Our contract, when you add in what overtime should cost, compared to how much we’re getting reimbursed, it was about a \$2.2 million difference on the contract compared to what we actually got reimbursed. The Major and the Chief both stated that they’re aware of the overtime and that most of it comes from the SOR’s.” Gandesbery said that he definitely wants somebody to take a hard look at the contract and that it needs to be fair. Kim Coffman said that for fiscal year 2025, the SRO’s incurred just over \$300,000 in overtime for attending after school events. The current SRO contract with NPS requires NPS to reimburse up to \$165,000 in overtime charges, the remaining overtime charges are paid out of the City’s budget.

For fiscal year 2027, Coffman doesn’t believe that Park Capital project funds will be appropriated for Fund 23. “It doesn’t look like we’re going to appropriate funds for projects so that Parks can build their reserve back up,” Coffman said. “Of course, if we increase the room tax rate, then that’ll be a different story.”

The Public Transportation Parking Fund had just over \$1 million in reserves for fiscal year 2025. It is expected to require a subsidy in the current year of \$39,000. Coffman believes that with the removal of micro-transit, this fund will not require a subsidy in fiscal year 2027 but will require a subsidy in fiscal year 2028 because sales tax is not growing fast enough to keep up with expenses.

The decision was made that employee health care premiums would not be raised in fiscal year 2026. It was estimated that the Risk Management Fund would end fiscal year 2025 with \$1.7 million in reserves, but the year ended with \$577,000 in reserves due to the increase in claim costs. There is currently a deficit of \$804,000 in this fund due to continued claim costs. Coffman said, “We need some kind of substantial resolution in the current fiscal year before (FY) 27.” City Manager Darrel Pyle stated that the City does have stop-loss coverage, “When we hit the stop-loss, we go out through the billing process to bill our stop-loss carrier, and we’re able to put some of those dollars back into the system.” The stop-loss coverage carrier starts making payments after the City, being self-insured, has paid \$250,000 per incident, toward an individual’s claims. Judgments and claims against the City are also paid utilizing the Risk Management Fund.

The Capital Fund closed out fiscal year 2025 with \$70 million instead of the budgeted \$30 million. This was due to some budgeted projects not getting completed. “That’s typical,” Coffman said. “We can only, realistically, complete portions of capital projects even though we budget for the entire project.” Voters approved a \$50 million Bridge Bond Program. The revenue for this program includes bond proceeds, GO-bonds, and 7/10% sales tax proceeds. “In the last month, we’ve received \$44 million in funding notifications for transportation projects,” Pyle said. “We’ll make sure we are timely, effective, and efficient with the bond proceeds from the bridge bonds. Those bridges won’t get healthier unless we really focus in on them.” The total expenses for FY26 is estimated at \$88 million with an ending fund balance of \$55.7 million. “Everything looks good on the Capital Fund side,” Coffman said.

The majority of the Norman Forward projects have been completed. This Fund is estimated end the year with a \$7.7 million balance. “We may want to add some new eligible projects to Norman Forward to use up this fund balance,” Coffman said. “This surplus, this fund balance surplus, is going to grow by about \$4 million a year; so, by 2031 you will have about \$22 million in there if we don’t find projects for it.” Saxon Park and River Park are still unfinished projects.

2. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

The monthly revenue and expenditure reports were presented to the Committee for review. Coffman stated that she would be happy to answer any questions regarding these reports. Councilmember Dixon commented that except for the Information Technology Department, all departments are under their budget. “Great job everybody,” Dixon said.

ADJOURNMENT

Mayor Holman adjourned the meeting at approximately 5:20 PM.

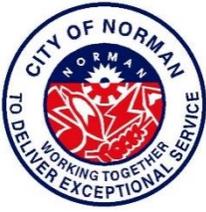
ATTEST:

City Clerk

Stephen Tyler Holman, Mayor

File Attachments for Item:

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-28 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND E. ALAMEDA STREET; WARD 6)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 2/10/2026

REQUESTER: Norman Premium Real Estate, LLC

PRESENTER: Jane Hudson, Planning & Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-28 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND E. ALAMEDA STREET; WARD 6)

APPLICANT/REPRESENTATIVE	Norman Premium Real Estate, LLC/Rieger Sadler Joyce, LLC
LOCATION	Northeast corner of the intersection of 24 th Ave. N.E. and E. Alameda St.
WARD	6
CORE AREA	No
EXISTING ZONING	C-2, General Commercial District, and R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATIONS	Mixed-Use and Open Space
CHARACTER AREA	Corridor (Gateway) and Suburban Neighborhood

PROPOSED ZONING

RM-6, Medium-Density Apartment District
(The southwest corner of the property will remain C-2, General Commercial District.)

PROPOSED LAND USE

No Change

REQUESTED ACTION

Rezone to RM-6, Medium-Density Apartment District, to allow for multi-family residential uses

SUMMARY:

The applicant, Norman Premium Real Estate, LLC, is requesting a rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District. The southwest corner of the property will remain C-2, General Commercial District. The proposed rezoning and associated plat will allow for a mixed-use development containing commercial and multi-family residential uses.

EXISTING CONDITIONS:

SIZE OF SITE: 8.57 acres proposed RM-6, Medium-Density Apartment District; 11.6 acres total development.

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	C-2 & R-1	R-1	R-1	C-2 & PUD	C-2 & R-1
Land Use	Mixed-Use & Open Space	Mixed-Use & Open Space	Mixed-Use	Mixed-Use & Open Space	Mixed-Use
Current Use	Vacant	Residential (Single-Family)	Residential (Single-Family)	Commercial & Residential (Single-Family)	Commercial & Residential (Single-Family)

ZONING DESIGNATIONS

C-2, General Commercial District

This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family

residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

Open Space

Contains valuable environmental features that should not be developed or would make good recreational spaces. Areas intended for parks can be developed with recreational features, while open space areas are more appropriate for wildlife habitat preservation with only passive recreation uses. Consists of relatively large areas appropriate for natural lands, floodplains, large parks (>30 acres), platted common areas larger than 2-3 acres that provide multiple benefits (stormwater management, recreation, tree preservation, interconnected wildlife habitats, etc.) to nearby areas, and major trail system components. Development is limited to park and trail uses due to overlap with 100-year floodplain.

CHARACTER AREA DESIGNATIONS

Corridor Areas

Corridor Areas are developed or undeveloped land on both sides of a roadway; primarily designated, although not limited to, commercial and mixed-use development with auto-centric design. Scale and location affect the type and intensity of these uses. Corridor character is determined by scale and is recognized in three main areas. (Gateway, In-Town, and Downtown)

Gateway Corridors

Major thoroughfare that serves as an important entrance or means of access to the community marked by orientation of buildings to highway; on-site parking; and large set-backs for buildings. Anticipating high public transit access, including stops and shelters in locations safe for passengers and operations. Interstate-35, North Flood Avenue, Alameda Street, Main Street west of 24th, and Highway 9 are Gateway Corridors managed under this Character Area.

Suburban Neighborhood Areas

Suburban Neighborhood Areas are where suburban residential subdivision development have occurred or are likely to occur (due to the availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and traditional neighborhood design (TND).

NEAREST PUBLIC PARK

Royal Oaks Park is approximately 0.5 miles from the subject property and is accessible via sidewalks through the Royal Oaks neighborhood.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD25-32 November 20, 2025

Several neighboring residents were in attendance and shared concerns about the proposed development. Some attendees expressed concern about the proposed development’s impact on nearby Upper Rock Creek through increased impervious coverage and removal of existing vegetation. Attendees that raised these concerns suggested that there had not been enough consideration given to proposed development’s impact in this regard. Other neighbors were concerned that the proposed multifamily development will negatively impact surrounding property values.

PRE-DEVELOPMENT: PD25-32 December 18, 2025

Several neighboring residents were in attendance and shared concerns about the proposed development. The two primary concerns that neighboring residents had were the environmental impact of the proposed development and the uses allowed under the proposed RM-6, Medium Density Apartment District zoning.

One resident asked what would happen to the existing woodland on the site. The applicant’s representative stated that the vegetation in the area to be developed would be cleared, and the site graded. Another resident asked how or if the Water Quality Protection Zone on the east side of the property would be secured to prevent people from entering the area. The applicant’s representative stated that there are currently no plans to fully restrict access to the Water Quality Protection Zone. Several residents asked how the drainage of the site had been designed to accommodate the increased runoff caused by the increased impervious surface area. The applicant’s representative stated that a drainage study is a required step of the platting process, and that city staff would verify that it satisfied all stormwater regulations.

There were repeated questions from residents regarding the uses allowed under the proposed development, with some attendees expressing concern that the proposed zoning will allow for greater intensity residential uses. The applicant’s representative acknowledged that the RM-6, Medium-Density Apartment District allows for multi-family residential development, including apartments, but stated that the current intent is to develop the site with two-family dwellings. Another resident asked why RM-6, Medium-Density Apartment District is being requested if other districts also allow two-family dwellings. The applicant’s representative stated that RM-6, Medium-Density Apartment District was requested because they feel it aligns more closely with the goals of the AIM Norman Comprehensive Land Use Plan. One resident asked about building height, to which the applicant’s representative stated that the RM-6, Medium-Density Apartment District allows for building heights up to three stories by right. Another resident

asked how long it would take for the site to be developed under the proposal. The applicant's representative said that it could take years before any development occurred.

BOARD OF PARKS COMMISSIONERS:

January 5, 2025

The Board of Parks Commissioners voted 5-0 in favor of a fee in lieu of land for this development. The fees are to be used for the continued development of the nearby Royal Oaks Park.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Additional construction details are required to determine fire hydrant requirements and fire lane specifications for the proposed building(s). These items will be addressed during the building permit stage. For details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from the Engineer regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING

ZONING CODE CONSIDERATIONS

RM-6, Medium-Density Apartment District

The RM-6 district is designed to encourage the developing of neighborhoods having a variety of dwelling types, including townhouses, thus providing for the varying requirements of families. The regulations are intended to ensure compatibility with adjacent existing and proposed low-density apartment development.

This request is considered straight zoning, meaning there are no variances requested with this

application. Development of the site is required to follow the existing development standards currently adopted in Chapter 36, Zoning Code.

Review of this application is limited the portion of the property requesting rezoning. As noted previously, the southwest corner of the property will remain C-2, General Commercial District, and may be developed in the future with those uses allowed under the C-2 District.

Uses Permitted

- The proposed uses of the site will be those allowed in the RM-6, Medium-Density Apartment District.

*The 8.57-acre portion of the property proposed as RM-6, Medium-Density Apartment District, will have 31 two-family dwellings, as shown on the Preliminary Site Plan. The use of duplexes is **consistent** and compatible with the surrounding area.*

The preliminary site plan is not binding, and all uses allowed under the regulations of the RM-6, Medium-Density Apartment District will be allowed within the respective areas, subject to all applicable development regulations. All development will be reviewed for compliance at the building permit stage.

Area Regulations

- Front yard: The minimum depth of the front yard shall be 25 feet.
- Side yard: The minimum width of the side yard shall be five feet, except as required for tall or accessory buildings by the provisions of subsection (d)(5) of this section.
- Rear yard: The minimum depth of the rear yard shall be 20 feet. One-story unattached buildings of accessory use shall be set back one foot from the utility easement or alley line.

*The area regulations of the proposal are **consistent** with the setbacks of the surrounding area. All development will be reviewed for compliance at the building permit stage.*

Height Regulations

- Structures exceeding three stories in height shall be set back from side and rear lot lines abutting property in residential districts at least five feet for each story above three.
- Any accessory building shall not exceed a wall height of ten feet unless the required side and rear yard setbacks are increased by one foot for each additional foot of wall height above ten feet; provided, however, that no accessory building shall exceed the height of the principal building to which it is accessory.

*The proposed height of the two-family dwellings shown on the Preliminary Site Plan is up to 35' (approximately three stories). This is **consistent** with the regulations under RM-6, Medium-Density Apartment District and is similar to the surrounding area.*

Landscaping

- Landscaping will be provided and maintained in accordance with the City of Norman's applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time. Landscaping buffers are provided between the commercial and residential portions of the property in addition to

a 6' opaque screening fence, and between the proposed development and surrounding residential areas.

*The proposed parking areas for the development will be required to comply with landscaping requirements. The landscaped areas will be designed in a manner **consistent** with City standards and with the surrounding areas.*

Traffic Access, Circulation, Parking and Sidewalks

- There will be two access points for the proposed development: one from 24th Ave. N.E., and one from E. Alameda St. All access, circulation, parking, and sidewalks will comply with Norman's applicable ordinances.

*The proposed development is **consistent** with the City's traffic access, circulation, parking, and sidewalk regulations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

*Lighting within the development will be **consistent** with applicable City regulations. All exterior lighting will be full cut-off to prevent spillover onto adjacent properties.*

Signage

- Signs within the proposed development shall comply with the applicable regulations of Chapter 28, Sign Regulations, for commercial and residential uses, as amended from time to time.

*Any signage within the proposed development will be **consistent** with the City's signage regulations.*

Screening

- The proposed development includes a 5' landscape buffer between the commercial and residential areas in addition to a 6' opaque screening fence per the requirements of Section 36-552(d), as well as a 10' landscape buffer between the residential area and the single-family residences to the north. A 4.07-acre open space area buffers the residential area from the single-family residences to the east.

*The proposed development is **consistent** with the City's screening regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed development is **consistent** with the Character Area General Residential Policies because it allows for greater housing densities not common in the surrounding area. Residential areas within the proposed development are buffered from lower density residential areas to the north and east through landscaping, screening, and open space.*

Corridor Areas (Gateway) Policies

- Support the natural phasing out of older and lower-yield commercial and industrial uses with regulations and incentives that support mixed-uses and local businesses.
- Use screening, with natural materials when possible, to lessen noise pollution and visual clutter from existing and future uses along the corridor.
- Promote circulation and manage access to keep traffic flowing by:
 - Including access along and into properties for vehicles, public transit, pedestrians, and bicyclists during street and interchange improvements.
 - Projects should not create fragmented parcels or impede on- and off-site circulation through, to reduce restriction of future development.
 - Allowing redevelopment of excess parking areas or commercial building space for residential uses, especially along public transit routes and areas with strong existing or planned pedestrian connections.
 - Requiring shared entrances, cross-access, and avoiding multiple access points for new commercial developments at major intersections.
- Commercial developments should offer both internal and external pedestrian connections, especially between hotels, restaurants, and retail services.
 - Connections to the corridors and through developments should improve safety for those walking, bicycling, or using mobility devices.
- Allow redevelopment for high density residential and mixed-residential uses near public transit stops, along pedestrian routes, and where site design does not create secluded enclaves of apartments.
- Add density through development of sites behind properties directly facing streets.
- Retrofit or mask existing strip development or other unsightly features, as necessary.
- Explore requiring that stormwater management and detention have lower impact than historic stormwater conditions for all new or redevelopment along corridors.

*The proposal is **consistent** with the policies of the Corridor Area (Gateway) policies, as it allows for mixed-use commercial and residential development, capitalizing on an underutilized lot at the intersection of two arterial streets. Rezoning a portion of the property to RM-6, Medium-Density Apartment District, will allow for greater housing densities, buffered from lower housing densities to the north and east. The proposed development will allow for vehicle and pedestrian circulation throughout the site and connect to existing transportation infrastructure along 24th Ave. N.E. and E. Alameda St.*

Suburban Neighborhood Policies

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
 - Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
 - The open spaces created around drainageways should be connected when feasible to create wildlife corridors.
- Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
 - Prioritize preservation of existing mature street trees.
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
 - Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
 - Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
- Encourage:
 - More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
 - Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
 - Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.
- As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodations should:
 - Ensure interconnectivity between developments for local and collector streets.
 - Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
 - Connect streets between land uses and include complete street approaches for undeveloped sites.
 - Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
 - Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposed development is **consistent** with the Suburban Neighborhood Area policies, as it creates a mixed-use development that utilizes existing public infrastructure and promotes a greater mix of housing types in the area. The Water Quality Protection Zone is reserved on the eastern 4.07 acres of the property, and pedestrian infrastructure promotes non-vehicular circulation to, from, and within the site. Landscaping and screening is also incorporated into the site design to reduce the impact on nearby lower intensity uses.*

Land Use Development Policies

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.
 - Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
 - Gross densities in any single development should be greater than 18 units per acre.

*The proposal allows for mixed-use development but is largely residential in nature. The Preliminary Site Plan proposes 31 two-family dwellings, with 62 total dwelling units. There is only one proposed commercial building with six retail spaces. The proposed 13.8 dwelling units per acre is less than the 18 units per acre suggested. For these reasons, the currently proposed development is largely **inconsistent** with this Mixed-Use Land Use policy. However, the proposed RM-6, Medium-Density Apartment District zoning does allow for greater density and therefore a higher units per acre ratio than what is currently proposed in the Preliminary Site Plan could be developed on this site.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2 stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*The proposed development includes 31 two-family dwellings up to 35' (approximately three stories) in height. However, all proposed buildings are single-use and of similar design. For these reasons, the proposal is **inconsistent** with this Mixed-Use Land Use policy.*

Site Design

- The scale and layout of the built environment is conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.

- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development, and will connect to existing pedestrian infrastructure on 24th Ave. N.E. and E. Alameda St. A 6,049 square-foot portion of the Water Quality Protection Zone on the east side of the property is proposed as a community area and recreation space. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use policy.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking should not be prominent, but rather it should be obvious that this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposed development is **consistent** with this Mixed-Use Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including a sidewalk on E. Alameda St. with access to an Embark bus stop approximately 0.5 miles to the west. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 24th Ave. N.E. and E. Alameda St.*

Utility Access

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Mixed-Use Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 24th Ave. N.E. and E. Alameda St., as well as a proposed community area and recreation space within the Water Quality Protection Zone on the east side of the property. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use Policy.*

Neighborhood and/or Special Area Plans

*This location **is not** within a Neighborhood or Special Planning Area.*

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

The proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. This proposal will provide a greater variety of housing options and densities, as well as additional commercial activity, to this area of Norman.

CONCLUSION:

Staff forwards this request for rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District, and Ordinance O-2526-28 for consideration by City Council.

PLANNING COMMISSION RESULTS: At their meeting on January 8, 2026, the Planning Commission recommended approval of Ordinance O-2526-28 by a vote of 7-0.

O-2526-28

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND EAST ALAMEDA STREET; WARD 6)

- § 1. WHEREAS, Norman Premium Real Estate, LLC has made application to have the property described below removed from the C-2, General Commercial District, and R-1, Single-Family Dwelling District, and to have the same placed in the RM-6, Medium-Density Apartment District; and
- § 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on January 8, 2026, as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and
- § 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the C-2, General Commercial District, and R-1, Single-Family Dwelling District, and to place the same in the RM-6, Medium-Density Apartment District, to wit:

C-2 TO RM-6 ZONING LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SW/4 OF SECTION 27, THENCE N 00°23'47" W ALONG THE WEST LINE OF SAID SECTION 27 A DISTANCE OF 262.62 FEET, THENCE EAST A DISTANCE OF 50 FEET TO THE POINT OF BEGINNING;

THENCE N 00°23'47" E A DISTANCE OF 344.13 FEET;

THENCE N 89°53'51" E A DISTANCE OF 696.14 FEET TO THE WEST LINE OF ROYAL OAKS SECTION 6;

THENCE S 00°06'39" W A DISTANCE OF 555.62 FEET;

THENCE N 89°59'22" W A DISTANCE OF 408.80 FEET;

THENCE N 00°23'47" E A DISTANCE OF 212.68 FEET;

THENCE WEST A DISTANCE OF 290.12 FEET TO THE POINT OF BEGINNING.

BASIS OF BEARING: AN ASSUMED BEARING OF N 89°59'22" W AS THE SOUTH LINE OF THE SUBJECT PROPERTY PER OKLAHOMA STATE PLANE GRID

SAID TRACT CONTAINING 325,385 SQUARE FEET OR 7.47 ACRES MOL.

R-1 TO RM-6 ZONING LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SW/4 OF SECTION 27, THENCE N 00°23'47" W ALONG THE WEST LINE OF SAID SECTION 27 A DISTANCE OF 606.75 FEET, THENCE EAST A DISTANCE OF 50 FEET TO THE POINT OF BEGINNING;

THENCE N 00°23'47" E A DISTANCE OF 66.90 FEET;

THENCE N 89°59'30" E A DISTANCE OF 695.80 FEET TO THE WEST LINE OF ROYAL OAKS SECTION 6;

THENCE S 00°06'09" W A DISTANCE OF 68.25 FEET;

THENCE N 89°53'51" W A DISTANCE OF 696.14 FEET;

BASIS OF BEARING: AN ASSUMED BEARING OF N 89°59'22" W
AS THE SOUTH LINE OF THE SUBJECT PROPERTY PER
OKLAHOMA STATE PLANE GRID

SAID TRACT CONTAINING 47,031 SQUARE FEET OR 1.08
ACRES MOL.

§ 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of
_____, 2026.

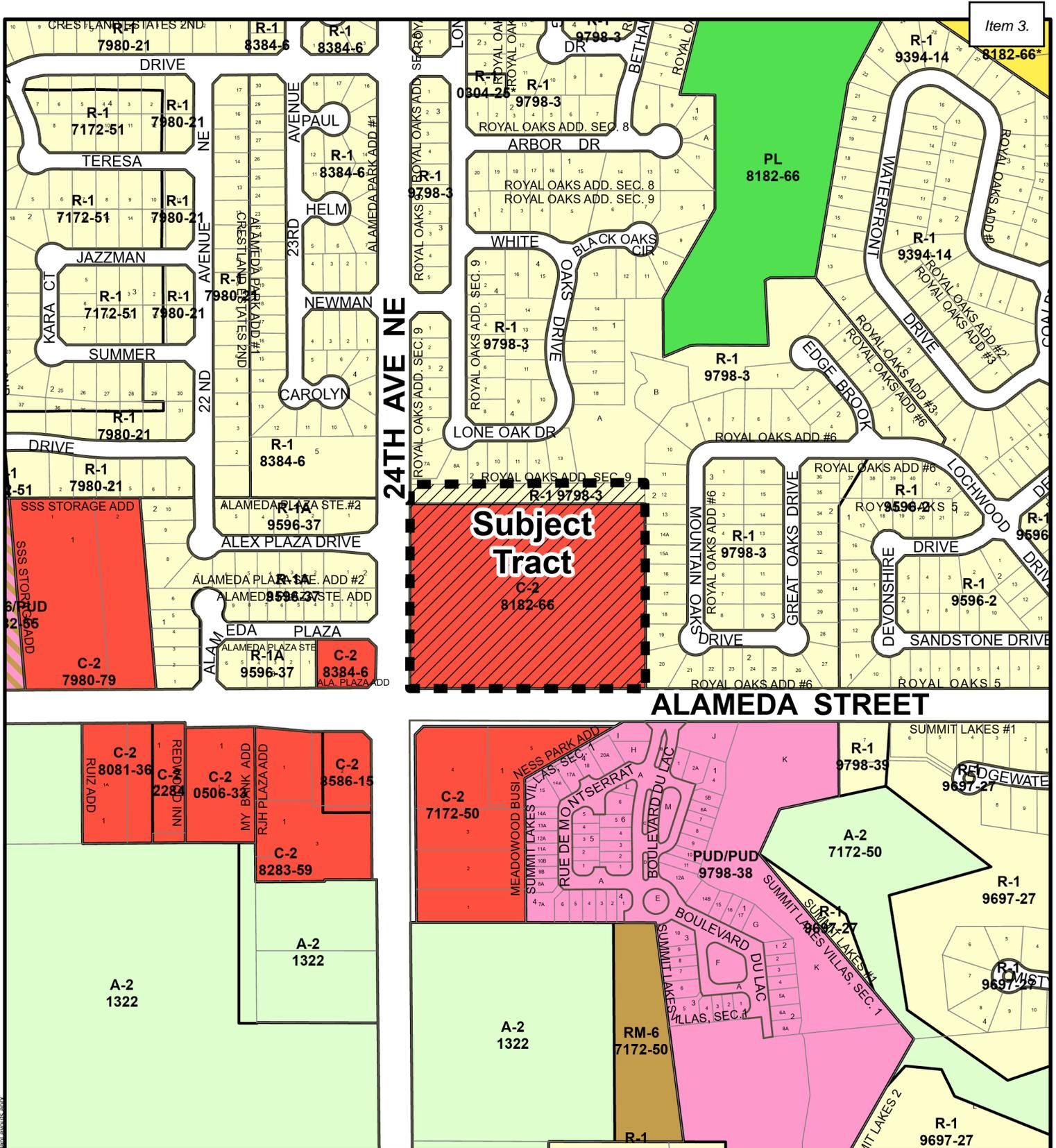
NOT ADOPTED this _____ day of
_____, 2026.

(Mayor)

(Mayor)

ATTEST:

(City Clerk)



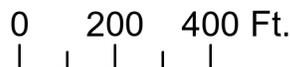
Location Map



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.



December 3, 2025



Subject Tract

NORMAN A24 REZONING EXHIBIT

BEING A PART OF THE SW1/4 OF SECTION 27, T-9-N, R-2-W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHWEST CORNER OF THE SW1/4 OF SECTION 27; THENCE N 00°23'47" E A DISTANCE OF 411.03 FEET TO THE POINT OF BEGINNING;
THENCE N 00°23'47" E A DISTANCE OF 411.03 FEET;
THENCE N 89°59'30" E A DISTANCE OF 695.80 FEET TO THE WEST LINE OF ROYAL OAKS SECTION 6;
THENCE S 00°06'09" W A DISTANCE OF 623.87 FEET;
THENCE N 89°59'32" W A DISTANCE OF 408.88 FEET;
THENCE N 00°23'47" E A DISTANCE OF 212.68 FEET;
THENCE WEST A DISTANCE OF 290.12 FEET TO THE POINT OF BEGINNING.
BASIS OF BEARING: AN ASSUMED BEARING OF N 89°59'32" W AS THE SOUTH LINE OF THE SUBJECT PROPERTY PER OKLAHOMA STATE PLANE GRID.

LEGEND

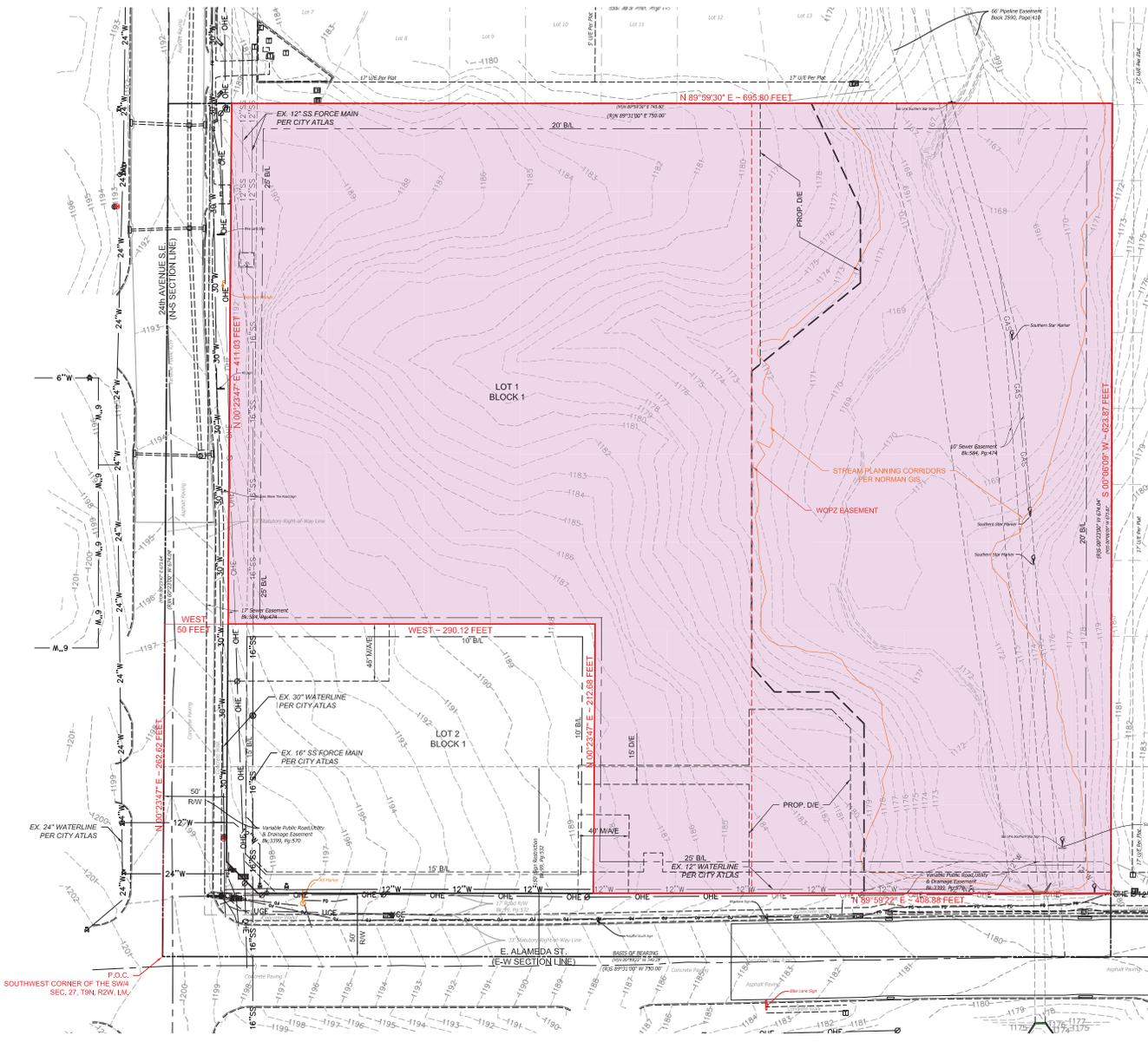
	BOUNDARY LINE		RIGHT OF WAY LINE
	EASEMENT LINE		EXISTING CONCRETE CURB AND GUTTER
	PROPOSED CONCRETE CURB AND GUTTER		PROPOSED FIRE LANE STRIPING
	OVERHEAD ELECTRIC		UNDERGROUND ELECTRIC
	GAS LINE		UNDERGROUND TELEPHONE
	UNDERGROUND FIBER OPTIC		SANITARY SEWER
	WATERLINE		RETAINING WALL
	WOPZ EASEMENT		BENCHMARK

	EX. FIRE HYDRANT		EX. POWER POLE
	EX. WATER VALVE		PROP. POWER POLE
	EX. WATER METER PIT		EX. TELEPHONE PED.
	EX. WATER METER		EX. TELEPHONE MANHOLE
	PROP. WATER METER		EX. TRAFFIC SIGNAL LIGHT
	EX. SPRINKLER VALVE		EX. TRAFFIC CONTROL BOX
	EX. AUTO SPRINKLER		EX. FLAG POLE
	EX. ELECT. PEDESTAL		EX. YARD LIGHT
	EX. ELECT. TRANSFORMER		EX. GREASE TRAP
	EX. ELECT. METER		EX. SS MANHOLE
	PROP. ELECT. METER		PROP. SS MANHOLE
	EX. AIR CONDITIONER		EX. GAS METER
	EX. SIGNAGE		PROP. GAS METER
	EX. LIGHT POLE		EX. ELECT. MANHOLE
	PROP. LIGHT POLE		EX. STORM MANHOLE
	EX. BOLLARD		PROP. INLETS (SEE GRADING PLAN FOR TYPE)
	VERTICAL SEPARATION REQUIREMENT		

BENCHMARK DATA

BENCHMARK #1 DESC: MAG NAIL N886427.389 E:2145869.910 Z:1207.968	BENCHMARK #3 DESC: MAG NAIL N887303.461 E:2146837.649 Z:1174.907
BENCHMARK #2 DESC: MAG NAIL N886507.333 E:2148914.305 Z:1191.636	BENCHMARK #4 DESC: MAG NAIL N887314.587 E:2145959.753 Z:1192.135

VERTICAL DATUM: NAVD 88 OKC GPS MONUMENT



SCALE IN FEET
0 20 40 60 80
SCALE: 1"=40'

LOCATION MAP

NOT TO SCALE

CEDAR CREEK
ENGINEERING • PLANNING • CONSULTING
P.O. Box 14534 Oklahoma City, OK 73113
405-778-3385
www.cedarcreekinc.com

NORMAN A24 PRELIMINARY PLAT

BEING A PART OF THE SW1/4 OF SECTION 27, T-9-N, R-2-W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

WOPZ AREA
TOTAL ACREAGE: 17,738.40 SF (4.07 AC)

SITE DATA
TOTAL ACREAGE: 11.5910 ACRES
TOTAL LOTS: 2
LOT 1: 3,731.90 SF (8.57 AC)
LOT 2: 81,380.73 SF (1.81 AC)

ESTIMATED DIRTWORK
TOTAL CUT: 4,113.22 CY
TOTAL FILL: 28,443.36 CY
NET FILL: 24,330.14 CY

ESTIMATED PAVEMENT
DRIVES: 31,052.78 SF
PARKING: 22,215.35 SF
SIDEWALK: 9,949.25 SF

CONTACT LIST

OWNER
NORMAN A24, LLC
C/O: LEGACY RIDGE DEVELOPMENT
ATTN: CHAD COCHELL
EMAIL: chad@letheholding.com
PHONE: 405.701.3505

CIVIL ENGINEER
CEDAR CREEK INC.
P.O. BOX 14534
OKLAHOMA CITY, OK 73113
OK CA 5954
EXP. 06.30.26
CONTACT: JASON EMMETT, P.E.
PHONE: 405.406.4622

SURVEYOR
GOLDEN LAND SURVEYING
OK CA 7263
EXP. 06.30.20
7304 NW 164th ST., SUITE #5
EDMOND, OK 73103
PHONE: (405) 622-7883

DATE PREPARED: 01.02.26

LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- EASEMENT LINE
- EXISTING CONCRETE CURB AND GUTTER
- PROPOSED CONCRETE CURB AND GUTTER
- PROPOSED FIRE LANE STRIPING
- OHE OVERHEAD ELECTRIC
- UG UNDERGROUND ELECTRIC
- GAS GAS LINE
- UGT UNDERGROUND TELEPHONE
- FO UNDERGROUND FIBER OPTIC
- SS PUBLIC SANITARY SEWER
- 8" SS PRIVATE SANITARY SEWER
- 6" W PUBLIC WATERLINE
- 6" W PRIVATE WATERLINE
- WOPZ EASEMENT
- BENCHMARK
- ⚡ FIRE HYDRANT
- ⊕ WATER VALVE
- ⊕ EX. WATER METER PIT
- ⊕ EX. WATER METER
- ⊕ EX. SPRINKLER VALVE
- ⊕ EX. AUTO SPRINKLER
- ⊕ EX. ELECT. PEDESTAL
- ⊕ EX. ELECT. TRANSFORMER
- ⊕ EX. ELECT. METER
- ⊕ PROP. ELECT. METER
- ⊕ EX. AIR CONDITIONER
- ⊕ EX. SIGNAGE
- ⊕ EX. LIGHT POLE
- ⊕ PROP. LIGHT POLE
- ⊕ EX. BOLLARD
- ⊕ EX. POWER POLE
- ⊕ PROP. POWER POLE
- ⊕ EX. TELEPHONE PED.
- ⊕ EX. TELEPHONE MANHOLE
- ⊕ EX. TRAFFIC SIGNAL LIGHT
- ⊕ EX. TRAFFIC CONTROL BOX
- ⊕ EX. FLAG POLE
- ⊕ EX. YARD LIGHT
- ⊕ EX. GREASE TRAP
- ⊕ EX. SS MANHOLE
- ⊕ PROP. SS MANHOLE
- ⊕ EX. GAS METER
- ⊕ PROP. GAS METER
- ⊕ EX. ELECT. MANHOLE
- ⊕ EX. STORM MANHOLE
- ⊕ PROP. INLETS (SEE GRADING PLAN FOR TYPE)
- ⊕ VERTICAL SEPARATION REQUIREMENT
- MA/E - MUTUAL ACCESS EASEMENT
- FLOOD INUNDATION ZONE

BENCHMARK DATA

BENCHMARK #1
DESC: MAG NAIL
N889427.399
E2145860.910
Z1207.968

BENCHMARK #2
DESC: MAG NAIL
N886507.335
E2146814.305
Z1181.036

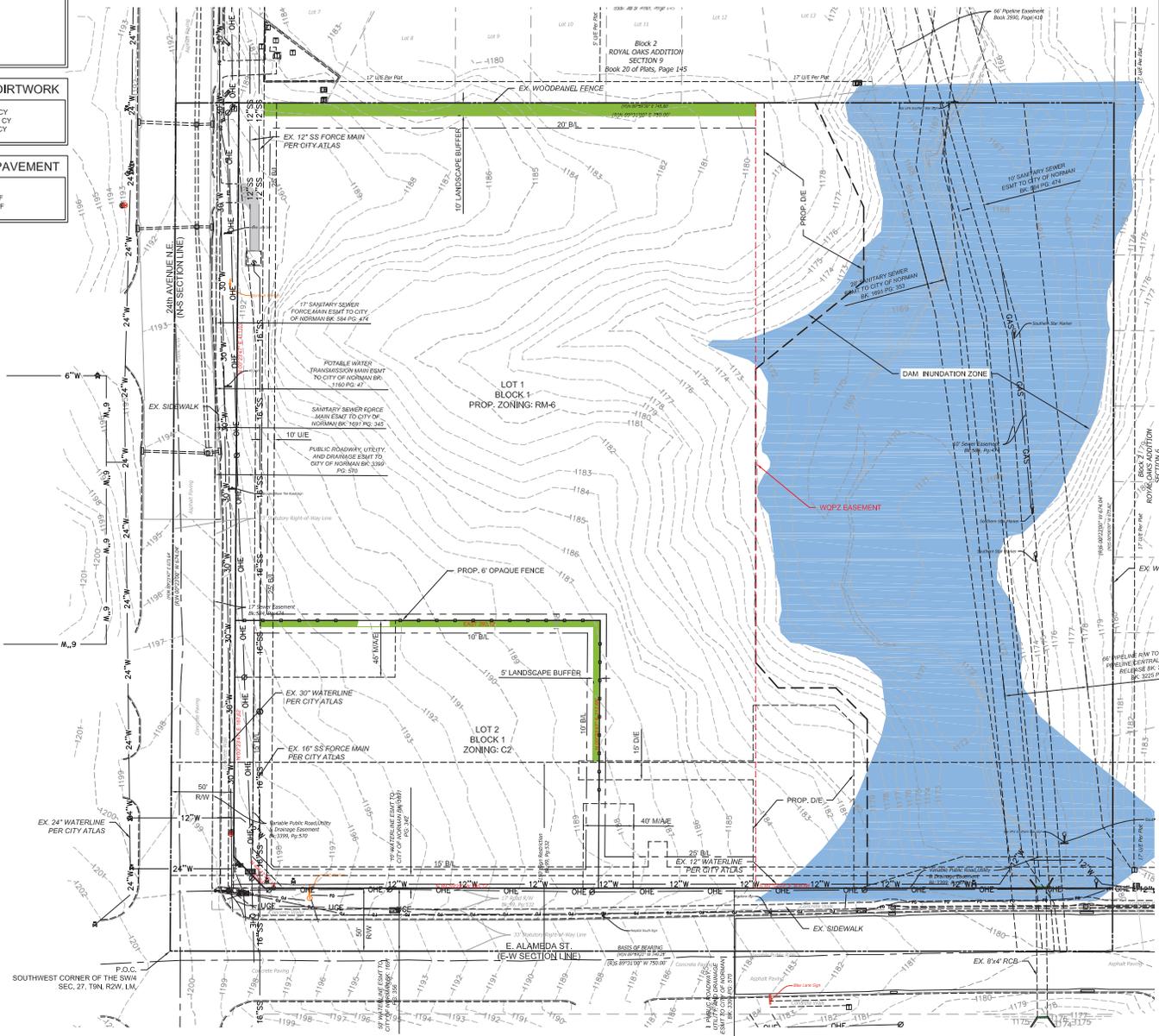
BENCHMARK #3
DESC: MAG NAIL
N887303.461
E2146837.649
Z1174.907

BENCHMARK #4
DESC: MAG NAIL
N88714.587
E2145959.733
Z1192.135

VERTICAL DATUM: NAVD 88 OKC GPS MONUMENT

ZONING

CURRENT ZONING: C-2 & R-1A
PROPOSED ZONING: C-2 & RM-6



LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SW4 OF SECTION 27, THENCE N 02°23'00" W A DISTANCE OF 674.04 FEET; THENCE N 89°31'00" E A DISTANCE OF 750.00 FEET TO THE WEST LINE OF ROYAL OAKS SECTION 6; THENCE S 02°23'00" E A DISTANCE OF 674.04 FEET TO THE SOUTH SECTION LINE; THENCE S 89°31'00" W A DISTANCE OF 750.00 FEET TO THE POINT OF BEGINNING.

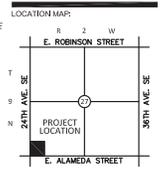
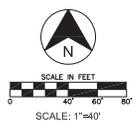
CONTAINING 904,507.54 SQ FT OR 11.5910 ACRES, MORE OR LESS.

THE PROPERTY DESCRIBED HEREON IS LOCATED COMPLETELY WITHIN THE PROPERTY DESCRIBED IN AMERICAN GUARANTY TITLE INSURANCE COMPANY'S COMMITMENT NO. 2531568 DATED AUGUST 15, 2025.

BASIS OF BEARING: AN ASSUMED BEARING OF N 89°59'22" W AS THE SOUTH LINE OF THE SUBJECT PROPERTY PER OKLAHOMA STATE PLANE GRID

STORM DRAINAGE DETENTION EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS IN THE PLAT OF 2880 CLASSEN BLVD. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY ENGINEER, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS). OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY, UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT. PROPERTY OWNERS) MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.



(WOPZ) WATER QUALITY PROTECTION ZONE

NOTE: THERE SHALL BE NO CLEARING, GRADING, CONSTRUCTION OR DISTURBANCE OF VEGETATION EXCEPT AS PERMITTED BY THE DIRECTOR OF PUBLIC WORKS UNLESS SUCH DISTURBANCE IS DONE IN ACCORDANCE WITH 304-1110 OF THE NORMAN CITY CODE

NOTE: THE WOPZ IS SUBJECT TO PROTECTIVE COVENANTS THAT MAY BE FOUND IN THE LAND RECORDS AND THAT RESTRICT DISTURBANCE AND USE OF THESE AREAS

CEDAR CREEK
ENGINEERING • PLANNING • CONSULTING
P.O. Box 14534 Oklahoma City, OK 73113
405-778-3385
www.cedarcreekinc.com

NORMAN A24 PRELIMINARY SITE PLAN

BEING A PART OF THE SW/4 OF SECTION 27, T-9-N, R-2-W, I.M. NORMAN, CLEVELAND COUNTY, OKLAHOMA

LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SW/4 OF SECTION 27, THENCE N 0°23'00" W A DISTANCE OF 674.04 FEET; THENCE N 89°31'00" E A DISTANCE OF 750.00 FEET TO THE WEST LINE OF ROYAL OAKS SECTION 6;

THENCE S 0°23'00" E A DISTANCE OF 674.04 FEET TO THE SOUTH SECTION LINE;

THENCE S 89°31'00" W A DISTANCE OF 750.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 504,907.54 SQ. FT OR 11.5910 ACRES, MORE OR LESS.

THE PROPERTY DESCRIBED HEREON IS LOCATED COMPLETELY WITHIN THE PROPERTY DESCRIBED IN AMERICAN GUARANTY TITLE INSURANCE COMPANY'S COMMITMENT NO. 25510658 DATED AUGUST 15, 2025.

BASIS OF BEARING: AN ASSUMED BEARING OF N 89°59'22" W AS THE SOUTH LINE OF THE SUBJECT PROPERTY PER OKLAHOMA STATE PLANE GRID

STORM DRAINAGE DETENTION EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS IN THE PLAT OF 3988 CLASSEN BLVD. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY ENGINEER, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORNE UPON SAID PROPERTY OWNERS. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.



ENGINEERING • PLANNING • CONSULTING
P.O. Box 14534 Oklahoma City, OK 73113
405-278-3385
www.cedarcreekinc.com

SITE DATA

TOTAL ACREAGE: 11.5910 ACRES
TOTAL LOTS: 2
LOT 1: 373,311.90 SF (8.57 AC)
LOT 2: 81,380.73 SF (1.81 AC)

ESTIMATED PAVEMENT

DRIVES: 31,052.78 SF
PARKING: 22,215.35 SF
SIDEWALK: 9,049.25 SF

CONTACT LIST

OWNER
NORMAN A24, LLC
C/O: LEGACY RIDGE DEVELOPMENT
ATTN: CHAD COCHELL
EMAIL: chad@lshkhd.com
PHONE: 405.701.3505

CIVIL ENGINEER
CEDAR CREEK INC.
P.O. BOX 14534
OKLAHOMA CITY, OK 73113
OK CA 0084
EXP. 06.30.26
CONTACT: JASON EMMETT, P.E.
PHONE: 405.609.4622

SURVEYOR
GOLDEN LAND SURVEYING
OK CA 7263
EXP. 06.30.20
7304 NW 164th ST., SUITE #5
EDMOND, OK 73110
PHONE: 405.892.7883

DATE PREPARED: 01.02.26

LEGEND

- BOUNDARY LINE
- RIGHT OF WAY LINE
- EASEMENT LINE
- EXISTING CONCRETE CURB AND GUTTER
- PROPOSED CONCRETE CURB AND GUTTER
- PROPOSED FIRE LANE STRIPING
- OHE OVERHEAD ELECTRIC
- UGE UNDERGROUND ELECTRIC
- GAS GAS LINE
- UGT UNDERGROUND TELEPHONE
- FO UNDERGROUND FIBER OPTIC
- SS PUBLIC SANITARY SEWER
- SSS PRIVATE SANITARY SEWER
- 6"W PUBLIC WATERLINE
- 4"W PRIVATE WATERLINE
- RETAINING WALL
- WOPZ EASEMENT
- BENCHMARK
- ⊕ FIRE HYDRANT
- ⊕ WATER VALVE
- ⊕ EX. WATER METER PIT
- ⊕ EX. WATER METER
- ⊕ EX. SPRINKLER VALVE
- ⊕ EX. AUTO SPRINKLER
- ⊕ EX. ELECT. PEDESTAL
- ⊕ EX. ELECT. TRANSFORMER
- ⊕ EX. ELECT. METER
- ⊕ PROP. ELECT. METER
- ⊕ EX. SIGNAGE
- ⊕ EX. LIGHT POLE
- ⊕ EX. BOLLARD
- ⊕ EX. POWER POLE
- ⊕ PROP. POWER POLE
- ⊕ EX. TELEPHONE MANHOLE
- ⊕ EX. TRAFFIC SIGNAL LIGHT
- ⊕ EX. FLAG POLE
- ⊕ EX. YARD LIGHT
- ⊕ EX. GREASE TRAP
- ⊕ EX. SS MANHOLE
- ⊕ PROP. SS MANHOLE
- ⊕ EX. GAS METER
- ⊕ PROP. GAS METER
- ⊕ EX. ELECT. MANHOLE
- ⊕ EX. STORM MANHOLE
- ⊕ PROP. INLETS (SEE GRADING PLAN FOR TYPE)
- VERTICAL SEPARATION REQUIREMENT
- M/A/E - MUTUAL ACCESS EASEMENT
- FLOOD INUNDATION ZONE

BENCHMARK DATA

BENCHMARK #1
DESC: MAG NAIL
N889427.280
E:2145869.910
Z:11207.968

BENCHMARK #2
DESC: MAG NAIL
N886507.333
E:2148914.305
Z:1181.036

BENCHMARK #3
DESC: MAG NAIL
N887303.461
E:2146837.649
Z:1174.907

BENCHMARK #4
DESC: MAG NAIL
N887314.597
E:2145959.753
Z:1192.135

VERTICAL DATUM: NAVD 88 OKC GPS MONUMENT

SETBACK DATA

RM-6 ZONING
FRONT SETBACK: 35'
BACK SETBACK: 20'
SIDE SETBACK: 5'

C-2 ZONING
FRONT SETBACK: 15'
BACK SETBACK: 10'
SIDE SETBACK: 10'

WOPZ AREA

TOTAL ACREAGE: 17,384.40 SF (4.97 AC)

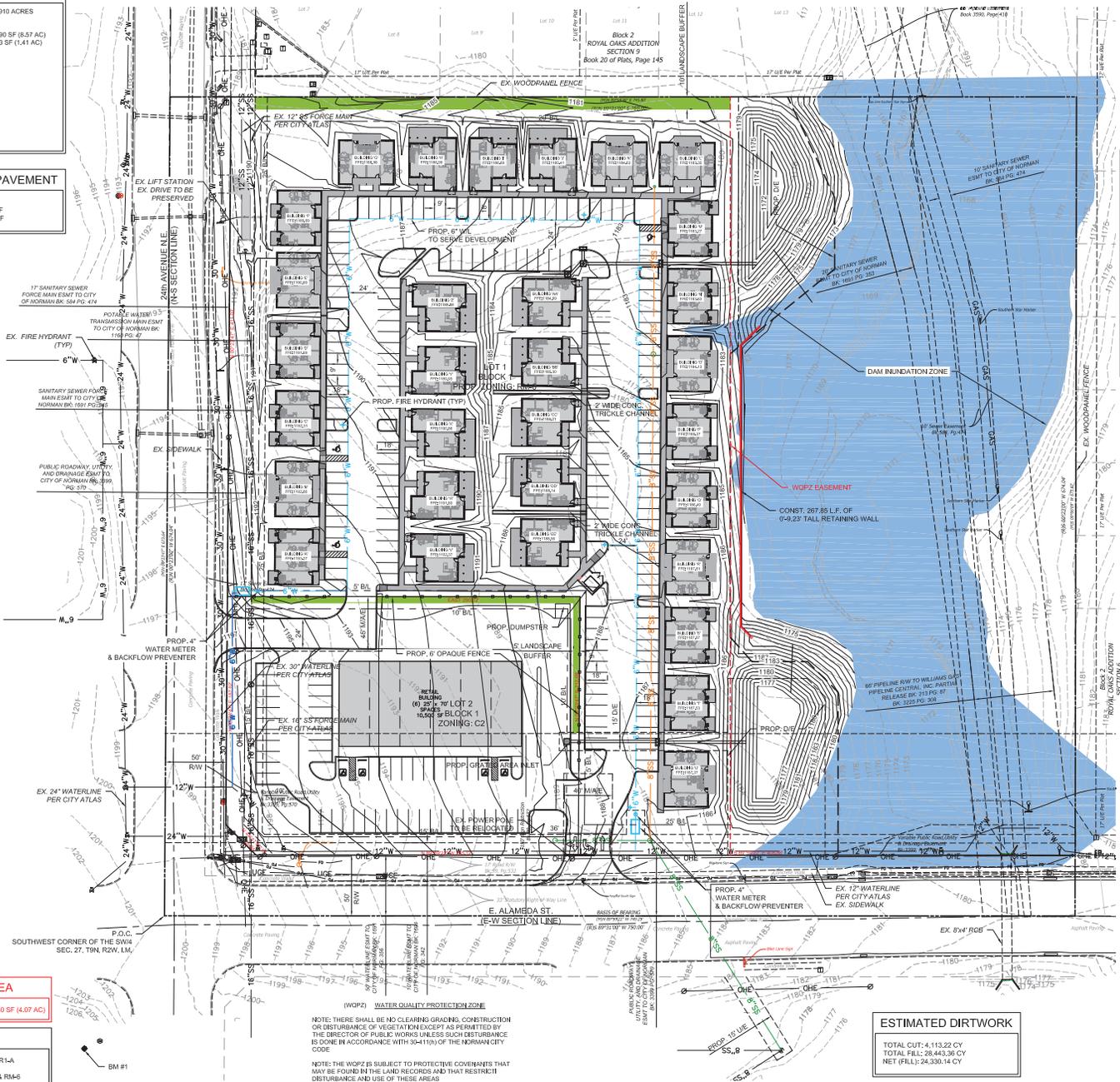
ZONING

CURRENT ZONING: C-2 & R1-A
PROPOSED ZONING: C-2 & RM-6

(WOPZ) WATER QUALITY PROTECTION ZONE

NOTE: THERE SHALL BE NO CLEARING, GRADING, CONSTRUCTION OR DISTURBANCE OF VEGETATION EXCEPT AS PERMITTED BY THE DIRECTOR OF PUBLIC WORKS UNLESS SUCH DISTURBANCE IS DONE IN ACCORDANCE WITH 34-1110 OF THE NORMAN CITY CODE.

NOTE: THE WOPZ IS SUBJECT TO PROTECTIVE COVENANTS THAT MAY BE FOUND IN THE LAND RECORDS AND THAT RESTRICT DISTURBANCE AND USE OF THESE AREAS



ESTIMATED DIRTWORK

TOTAL CUT: 4,132.22 CY
TOTAL FILL: 28,443.36 CY
NET (FILL): 24,300.14 CY

Applicant: Norman Premium Real Estate, LLC

Project Location: Northeast Corner of the Intersection of 24th Ave. NE and E Alameda St.

Case Number: PD25-32

Time: 5:30 p.m.

Applicant Representative:
Gunner Joyce

Attendees:
Jennifer Golden
Michael Tribble
Eryn Tribble
Allyah Tribble
Stephen Carter
Michael Brown
Judy Croshie
Bonnie Rathert
Michael Jablonski
Rick Greene
Mary Jean Greene
Chong Dillon
David Dillon
Patrick Schrank
Greg Anderson
James Jackson
Donna Dray
Carrie James

City Staff:
Kelly Abell, Planner I
Logan Gray, Planner II

Application Summary:
The applicant is requesting a rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District. The southwest corner of the property will remain C-2, General Commercial District. The proposed rezoning and associated plat will allow for a mixed-use development containing commercial and multi-family residential uses.

Neighbors' Comments/Concerns/Responses:
Several neighboring residents were in attendance and shared concerns about the proposed development. Some attendees expressed concern about the proposed

development's impact on nearby Upper Rock Creek through increased impervious coverage and removal of existing vegetation. Attendees that raised these concerns suggested that there had not been enough consideration given to proposed development's impact in this regard. Other neighbors were concerned that the proposed multifamily development will negatively impact surrounding property values.

Applicant: Norman Premium Real Estate, LLC

Project Location: Northeast Corner of the Intersection of 24th Ave. NE and E Alameda St.

Case Number: PD25-32

Time: 6:00 p.m.

Applicant Representative:
Gunner Joyce

Attendees:
Colleen Roux
John Spencer Post
Dana Webster
Barbara Webster
Cindy Rogers
Loryn Wheeler
Matt McDonald
Bonnie Cubert
Mike Schuster
Teresa Schuster
Roger Gallagher
Ann Gallagher
Delaney Cooley
Vince Sandifer
Bonnie Rathert
Rick Greere
Mary Jean Greere
Kristi Wyatt
Sharon Deaver

City Staff:
Logan Gray, Planner II

Application Summary:
The applicant is requesting a rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District. The southwest corner of the property will remain C-2, General Commercial District. The proposed rezoning and associated plat will allow for a mixed-use development containing commercial and multi-family residential uses.

Neighbors' Comments/Concerns/Responses:
Several neighboring residents were in attendance and shared concerns about the proposed development. The two primary concerns that neighboring residents had were

the environmental impact of the proposed development, and the uses allowed under the proposed RM-6, Medium Density Apartment District zoning.

One resident asked what would happen to the existing woodland on the site. The applicant's representative stated that the vegetation in the area to be developed would be cleared, and the site graded. Another resident asked how or if the Water Quality Protection Zone on the east side of the property would be secured to prevent people from entering the area. The applicant's representative stated that there are currently no plans to fully restrict access to the Water Quality Protection Zone. Several residents asked how the drainage of the site had been designed to accommodate the increased runoff caused by the increased impervious surface area. The applicant's representative stated that a drainage study is a required step of the platting process, and that city staff would verify that it satisfied all stormwater regulations.

There were repeated questions from residents regarding the uses allowed under the proposed development, with some attendees expressing concern that the proposed zoning will allow for greater intensity residential uses. The applicant's representative acknowledged that the RM-6, Medium-Density Apartment District allows for multi-family residential development, including apartments, but stated that the current intent is to develop the site with two-family dwellings. Another resident asked why RM-6, Medium-Density Apartment District is being requested if other districts also allow two-family dwellings. The applicant's representative stated that RM-6, Medium-Density Apartment District, was requested because they feel it aligns more closely with the goals of the AIM Norman Comprehensive Land Use Plan. One resident asked about building height, to which the applicant's representative stated that the RM-6, Medium-Density Apartment District allows for building heights up to three stories by right. Another resident asked how long it would take for the site to be developed under the proposal. The applicant's representative said that it could take years before any development occurred.

Verified Notification Area Protest Letters

REZONING OPPOSITION LETTER

From: D. Lawrence
200 Mountain Oaks Dr
Norman, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/12/26 JW

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: DANIELLE LAWRENZ

Signature: Danielle Lawrence

Print Name: _____

Signature: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 1-2-2009

REZONING OPPOSITION LETTER

From: Donna Dray
300 Lone Oak Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Donna Dray

Signature: Donna Dray

Print Name: _____

Signature: _____

Inside

REZONING OPPOSITION LETTER

From: Michael & Emily Brown
209 Mountain Oaks
Norman OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12-26 *gm*

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Michael Brown

Signature: 

Print Name: EMILY BROWN

Signature: 

REZONING OPPOSITION LETTER

From: CHANCE + SHELBY TOSH
2404 LONE OAK
NORMAN, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/05/20-~~RW~~

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: CHANCE TOSH

Signature: 

Print Name: SHELBY TOSH

Signature: 

Inside

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK

ON 12-31-25

From: Carmen and Mick Brown
120 Great Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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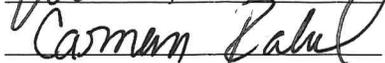
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Nicholas Brown

Signature: 

Print Name: Carmen Rabel

Signature: 

ON 12/29/2025

REZONING OPPOSITION LETTER

From: The Tribbles
204 Great Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Michael Tribble

Signature:  12/21/25

Print Name: Eryn Tribble

Signature:  12/21/2025

REZONING OPPOSITION LETTER

From: Carrie James & Timothy Smith
2421 Lone Oak Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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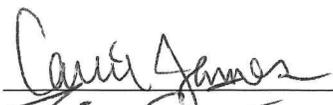
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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Carrie James

Signature: 

Print Name: Timothy Smith

Signature: 

ON 12/29/25 *ss*

REZONING OPPOSITION LETTER

From: Joseph Tambe
2412 Lone Oak Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Joseph Tambe

Signature: Joseph Tambe

Print Name: Hilda G. Tambe

Signature: Hilda G. Tambe

ON 12/29/25 *ff*

REZONING OPPOSITION LETTER

From: Melanie Barfield
2701 Larchwood Drive
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Melanie Barfield

Signature: Melanie Bar

Print Name: _____

Signature: _____

ON 12-29-25 58

REZONING OPPOSITION LETTER

From: Robert Kelly, Lara Kelly
2705 Lochwood Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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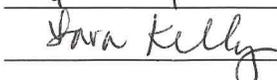
Thank you for your time and consideration.

Respectfully submitted,

Print Name: ROBERT KELLY

Signature: 

Print Name: LARA KELLY

Signature: 

REZONING OPPOSITION LETTER

From: JON AND PAMELA BREWER
313 LONE OAK DR.
NORMAN, OK. 73071

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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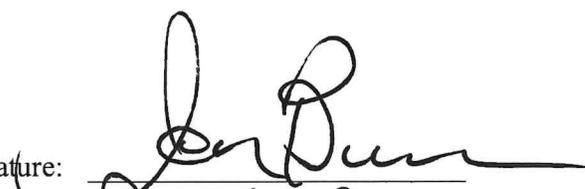
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Respectfully submitted,

Print Name: JON BREWER

Signature: 

Print Name: PAMELA BREWER

Signature: Pamela Brewer

REZONING OPPOSITION LETTER

From: Marty Skrapka + Kelly Skrapka
313 White Oaks Drive
Norman, OK 73071-2490

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Marty Skrapka

Signature: 

Print Name: Kelly Skrapka

Signature: 

REZONING OPPOSITION LETTER

From: GREGORY AND PATRICIA KERR
2709 LOCHWOOD DR
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: GREGORY A. KERR

Signature: *Gregory A. Kerr*

Print Name: PATRICIA KERR

Signature: *Patricia A. Kerr*

ON 12-29-25 ss

REZONING OPPOSITION LETTER

From: Arnulf P. Hagen Judy A. Omstead
212 Great Oaks Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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Respectfully submitted,

Print Name: Arnulf P. Hagen Signature: Arnulf P. Hagen

Print Name: Judy A. Omstead Signature: Judy A. Omstead

REZONING OPPOSITION LETTER

From: Shelby (VanWinkle) Norvell
112 Mountain Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Shelby Norvell

Signature: Shelby Norvell

Print Name: _____

Signature: _____



REZONING OPPOSITION LETTER

From: Emmanuel Tokes
800 W. Rock Creek Rd #117 Property: 245 Lane Oak
Norman, OK 73071 Norman, OK

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

73071

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Emmanuel Tokes

Signature: [Handwritten Signature]

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Stephen and Deanna Carter
109 Mountain Oaks Drive
Norman, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/2588

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Stephen L Carter
Print Name: Deanna Carter

Signature: [Handwritten Signature]
Signature: [Handwritten Signature]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/25 88

REZONING OPPOSITION LETTER

From: Carmel LLC - AMIR
532 Lone Oak Drive
Norman, OK

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: DANIEL AMIR

Signature: 

Print Name: _____

Signature: _____

All Remaining Protest Letters

ON 12/29/25 88

REZONING OPPOSITION LETTER

From: Laurie Scrivener
Joseph Soliz
2907 Sandstone Cir.

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
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- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Laurie Scrivener

Signature: Laurie Scrivener

Print Name: Joseph Soliz

Signature: Joseph Soliz

ON 12-29-25-88

REZONING OPPOSITION LETTER

From: Ashcraft
2904 Line Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Ashland Ashcraft

Signature: Ashland Ashcraft

Print Name: Justin Ashcraft

Signature: [Signature]

ON 12-29-2588

REZONING OPPOSITION LETTER

From: Steven Walls
301 Waterfront Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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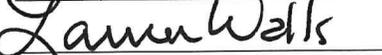
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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Steven Walls
 Print Name: Lauren Walls

Signature: 
 Signature: 

ON 12-29-2588

REZONING OPPOSITION LETTER

From: Mr. Kim Stephens
112 Lochwood Dr.
Norman, OK, 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Kim Stephens Signature: Kim Stephens
 Print Name: Kaaren Stephens Signature: Kaaren Stephens

REZONING OPPOSITION LETTER

FILED IN THE Item 3.
OF THE CITY CLERK
ON 12/29/05

From: Korey and Loryn Wheeler
2401 Broadwell Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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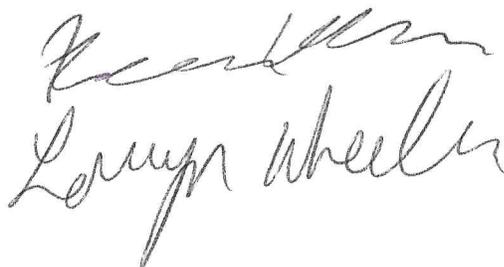
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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and only consider requests that will prioritize the preservation of the natural space.

Thank you for your time and consideration.

Respectfully submitted,

Korey Wheeler
Loryn Wheeler



12-26-25

Item 3.

FILED IN THE OFFICE
OF THE CITY CLERK

ON 12/29/25

REZONING OPPOSITION LETTER

From: JULIANNA P. LIPSHY
320 WATERFRONT DRIVE
NORMAN, OKLAHOMA 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: JULIANNA P. LIPSHY

Print Name: _____

Signature: *Julianna P. Lipsky*

Signature: _____

DEC 26, 2025

Item 3.

FILED IN THE OFFICE OF THE CITY CLERK

ON 12-29-25

REZONING OPPOSITION LETTER

From: JAY S. LIPSHY
320 WATERFRONT DR
NORMAN, OK 73071

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: JAY S. LIPSHY
Print Name: _____

Signature: Jay S Lipsky
Signature: _____

REZONING OPPOSITION LETTER

From: Carol O'Bryan
2928 Line Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Carol O'Bryan

Signature: Carol O'Bryan

Print Name: Tony O'Bryan

Signature: Deceased 12/2/24

REZONING OPPOSITION LETTER

From: Carol I. Wilson
304 Edge Brook Ln
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Carol I. Wilson Signature: Carol I. Wilson
Print Name: _____ Signature: _____

REZONING OPPOSITION LETTER

From: Thomas & Virginia Apke
120 Lochwood
NORMAN OK

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Thomas Apke
Print Name: VIRGINIA Apke

Signature: 
Signature: 

FILED IN THE OFFICE
OF THE CITY CLERKON 02-03-26 RK

12/18/2025

To the City Planning Commission/Council Members:

I am writing to strongly object to the proposed rezoning of Property located at NE Corner of 24th Avenue NE and Alameda Street WARD 6 from C-2 and R-1 Zoning to Medium Density Apartment District Zoning RM-6 requested by Norman Premium Real Estate, LLC.

My primary concerns, which I believe are shared by many residents, include:

- * **Traffic Congestion:** Increased vehicle trips on already busy roads like Alameda Street and 24th Avenue NE, impacting safety and commute times.
- * **Infrastructure Strain:** Added burden on local schools, water/sewer systems, and emergency services.
- * **Environmental and Storm Water (SWPP) impact:** Loss of [trees/green space/wetlands], increased stormwater runoff and or disruption to local wildlife.
- * **Neighborhood Character:** Incompatibility with the existing single-family character and scale of our neighborhood.
- * **Safety:** Potential for increased pedestrian/vehicle conflicts or reduced access for emergency vehicles.
- * **Inconsistency with Planning Goals:** This project seems to contradict the City's Comprehensive Plan, Neighborhood Master Plan].

I urge the Commission/Council to deny this rezoning request and uphold existing zoning regulations that protect our community's quality of life and infrastructure. I request this letter be entered into the official public record for this application.

Sincerely,



Roger and Ann Gallagher
2513 Woodsong Drive
Norman, OK 73071

ON 02-03-26 102

REZONING OPPOSITION LETTER

From: JJC Family LLC owner of: 2913 Coach Ct.
13237 SE 94th St.
OKC, OK 73165

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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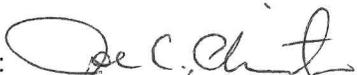
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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Joe C. Christian

Signature: 

Print Name: Judy Christian

Signature: 

ON 02-03-26 102

REZONING OPPOSITION LETTER

From: Jeff Crabtree
Janice Moore
324 Waterfront

**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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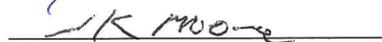
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Jeff Crabtree

Signature: 

Print Name: Janice Moore

Signature: 

ON 12-29-05 *SS*

REZONING OPPOSITION LETTER

From: DAVID R OSBORN
3912 SUNKING OAK DR.
OK OK 73150-2912

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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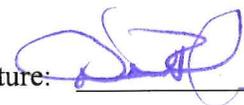
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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: DAVID R OSBORN

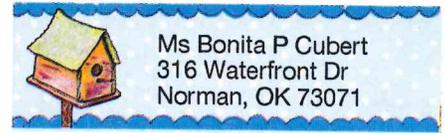
Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Bonita Pierson Cubert
aka Bonita Pierson Cubert Revocable Trust
aka Bonnie Cubert



To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted, 12/23/2025

Print Name: Bonita Pierson Cubert

Signature: Bonnie Cubert

Print Name: Bonnie Cubert

Signature: Bonnie Cubert

ON 12/29/05

REZONING OPPOSITION LETTER

From: Emmanuel Travis
2505 Black Oaks Cir
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- Increased strain on existing infrastructure and public services;
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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Emmanuel Travis

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Vytautas Ringius, Owner
2912 Line Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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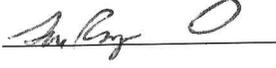
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Vytautas Ringius

Signature: 

Print Name: Sue Ringius

Signature: 

REZONING OPPOSITION LETTER

From: JSC Family LLC Owner of: 125 Lochwood Dr.
13237 SE 94th St.
OKC, OK 73165

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

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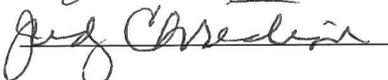
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Soe C. Christian

Signature: 

Print Name: Judy Christian

Signature: 

REZONING OPPOSITION LETTER

From: JENNIFER GOLDEN
120 DEVONSHIRE DR
NORMAN, OK 73071

**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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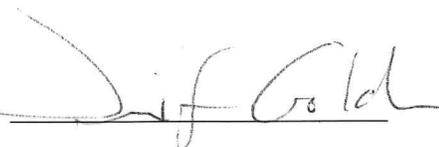
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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: JENNIFER GOLDEN

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Philip Scott
2937 COACH CT
NORMAN, OK 74071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Philip T. Scott

Print Name: _____

Signature: 

Signature: _____

REZONING OPPOSITION LETTER

From: Carmel LLC - AMIR
2920 Shortstop way
Norman, OK

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: DANIEL AMIR

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Peggy Stollenberg
1131 Sandstone Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Peggy Stollenberg
Print Name: _____

Signature: Peggy Stollenberg
Signature: _____

REZONING OPPOSITION LETTER

From: Jerry D. and Carol G. White
2501 Broadwell Oaks Dr.
Norman, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/25-xw

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Jerry D. White
Print Name: Carol G. White

Signature: J. D. White
Signature: Carol G. White

REZONING OPPOSITION LETTER

From: Paulette Lindsey
2905 LOACH CT
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: PAULETTE LINDSEY

Signature: Paulette Lindsey

Print Name: _____

Signature: _____

ON 12/29/05

REZONING OPPOSITION LETTER

From: Angie Hamm
2901 Canyon Oaks CE.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: ANGIE Hamm

Signature: Angie Hamm

Print Name: JERRY L. Hamm

Signature: desensed

FILED IN THE Item 3.
OF THE CITY CLERK
ON 12/09/2016

REZONING OPPOSITION LETTER

From: Martha Wicker
2805 Sandstone Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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A

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Martha Wicker

Signature: Martha Wicker

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/07/26-RW

From: Colleen & Jimmy D Hill
2900 Edinburg Dr
Norman OK 73071

**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Colleen Hill

Signature: Colleen Hill

Print Name: Jimmy Hill

Signature: J Hill

REZONING OPPOSITION LETTER

From: DOUG LADRET FOR SHARE, 400 COALBROOK LLC
400 COALBROOK DR.
NORMAN, OK

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/14/2020 -JW

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to you letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: DOUG LADRET

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Kirk & Patty Cejda
424 Waterfront Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/30/20 - 20

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Kirk Cejda
Print Name: Patricia Cejda

Signature: Kirk Cejda
Signature: Patricia Cejda

REZONING OPPOSITION LETTER

From: Shari Cox
308 Waterfront Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/15/26-xw

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Shari Cox

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Todd and Mamie Sprinkle-Baker
325 White Oaks Dr.
Norman, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/14/20-ELW

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Todd A. Baker

Print Name: Mamie Sprinkle

Signature: [Handwritten Signature]
Signature: [Handwritten Signature]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/09/2010 RW

REZONING OPPOSITION LETTER

From: Lenny & Emily Vile
2808 LOCKWOOD DR.
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,
Print Name: (Lennard) Lenny Vile
Print Name: Emily Vile

Signature: [Handwritten Signature]
Signature: [Handwritten Signature]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/08/26-XW

REZONING OPPOSITION LETTER

From: The Greenes
116 Devonshire Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Richard S. Greene

Signature: Richard S. Greene

Print Name: Mary Jean Greene

Signature: Mary Jean Greene

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/07/26-XW

Item 3.

REZONING OPPOSITION LETTER

From: Phillip Dame
Catherine Johnson-Dame

Phil & Cathy Dame
2521 Broadwell Oaks Dr
Norman, OK 73071

**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

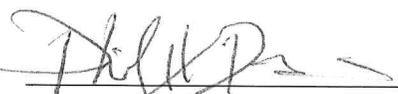
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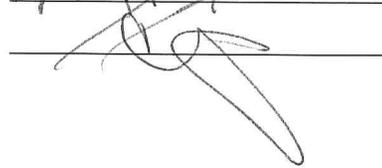
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Phillip Dame

Signature: 

Print Name: Catherine Johnson-Dame

Signature: 

REZONING OPPOSITION LETTER

From: JOHN TANTON
109 GREAT OAKS
NORMAN

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: JOHN TANTON

Print Name: _____

Signature: 

Signature: _____

REZONING OPPOSITION LETTER

From: Donovan Bradshaw
2943 coach Ct.
Norman, OK 73071

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/05/26-XW

**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Donovan Bradshaw

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/05/26-RW

From: Matt & Lindsay Welch
460 Waterfront Drive
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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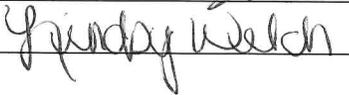
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Matt Welch

Signature: 

Print Name: Lindsay Welch

Signature: 

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/05/26-RW

From: Ramona Hale Heitt
3404 SE 32nd St
Norman, OK 73072

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Ramona Hale Heitt

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK
ON 01/05/20-RLW

From: DAVID NARANJO
2516 Broadwell Oaks Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: DAVID NARANJO Signature: David Naranjo

Print Name: Carol Naranjo Signature: Carol Naranjo

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-2009

REZONING OPPOSITION LETTER

From: Rickard M. Lindley
2500 Black Oaks Circle
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Rickard M. Lindley

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Carrie Boylan
533 Bethany Oaks
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Carrie Boylan Signature: Carrie Boylan
Print Name: _____ Signature: _____

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-2011

REZONING OPPOSITION LETTER

From: Andrea M. Golden and Bryan A.D. Muse
2508 Arbor Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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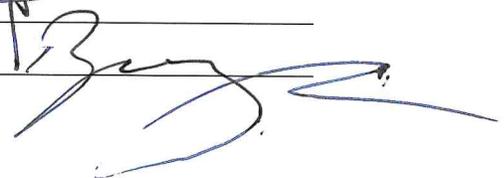
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Andrea M. Golden

Signature: 

Print Name: Bryan Muse

Signature: 

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12-21-09

REZONING OPPOSITION LETTER

From: Kent Hancock
1210 Manor DR.
Bartlesville OK.

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Kent Hancock

Signature: Kent Hancock

Print Name: Michele Hancock

Signature: Michele Hancock

FILED IN THE OFFICE
OF THE CITY CLERK

ON 12-21-09

REZONING OPPOSITION LETTER

From: Daniel Munson
208 Water front Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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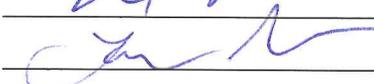
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Daniel Munson

Signature: 

Print Name: Laura Munson

Signature: 

REZONING OPPOSITION LETTER

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-2019

From: SALLY FARRIS
2913 Devonshire Dr
Norman OK 73069

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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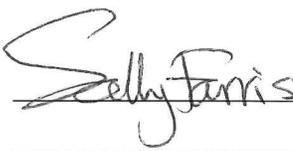
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Thank you for your time and consideration.

Respectfully submitted,

Print Name: SALLY FARRIS

Signature: 

Print Name: _____

Signature: _____

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-21 10am

REZONING OPPOSITION LETTER

From: Amber Koch
312 Edge Brook Ln
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Amber Koch

Signature: 

Print Name: _____

Signature: _____

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-26 am

REZONING OPPOSITION LETTER

From: STEPHEN DEVOSS PAMELA DEVOSS
316 WHITE OAKS DR
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: STEPHEN DEVOSS

Signature: *Stephen D Devoss*

Print Name: PAMELA DEVOSS

Signature: *Pamela C. DeVoss*

FILED IN THE OFFICE
OF THE CITY CLERK

ON 1-2-2019

REZONING OPPOSITION LETTER

From: Kara Stoltenberg
513 Lone Oak Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Kara Stoltenberg

Signature: Kara Stoltenberg

Print Name: _____

Signature: _____

ON 1-2-26 gm

REZONING OPPOSITION LETTER

From: BRIAN & SARAH SCHEITLER
532 WOODSONG DR
NORMAN, OK 73071

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: BRIAN SCHEITLER

Signature: 

Print Name: Sarah Scheitler

Signature: 

FILED IN THE OFFICE
OF THE CITY CLERK
ON 1-2-26 gm

REZONING OPPOSITION LETTER

From: ROBERT + APRIL TROTTER
220 SANDSTONE DR
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to you letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: ROBERT TROTTER

Signature: 

Print Name: April Trotter

Signature: 

FILED IN THE OFFICE
OF THE CITY CLERK
ON 1-2-26 gm

REZONING OPPOSITION LETTER

From: John + Madi Kelly
2905 Line Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: John Kelly
Print Name: Madi Kelly

Signature: [Signature]
Signature: [Signature]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 1-2-2019

REZONING OPPOSITION LETTER

From: Christi and Charles Duncan
2929 Edinburg Dr
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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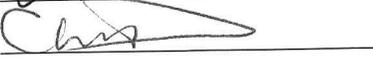
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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Christi Duncan
Print Name: Charles Duncan

Signature: 
Signature: 

ON 12-31-25

REZONING OPPOSITION LETTER

From: Wanda Dome
2424 Line Drive
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Wanda Dome

Signature: Wanda Dome

Print Name: _____

Signature: _____

FILED IN THE OFFICE OF THE CITY CLERK

ON 12-31-25

REZONING OPPOSITION LETTER

From: Delaney Cooley & Vince Sandifer
2932 Canyon Oaks Court
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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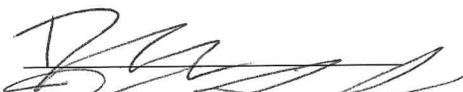
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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Delaney Cooley
Print Name: Vince Sandifer

Signature: 
Signature: 

ON 12.31-25

REZONING OPPOSITION LETTER

From: ALMA WILLIAMS / ISAAC WILLIAMS III
2828 SANDSTONE DR / ISAAC WILLIAMS IV
NORMAN, OK 73071

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: ALMA WILLIAMS Signature: 

Print Name: ISAAC WILLIAMS IV Signature: 
ISAAC WILLIAMS IV ISAAC IV

ON 12-31-25

REZONING OPPOSITION LETTER

From: Colton & Marisa Lindsey
2806 Devonshire Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Colton Lindsey
Print Name: Marisa Lindsey

Signature: 
Signature: 

ON 12-31-25

REZONING OPPOSITION LETTER

From: Deborah Niemeier
305 Pine Cove Ct
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Deborah Niemeier

Signature: Deborah Niemeier

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Michael & Angela Nicholson
2849 Lakewood Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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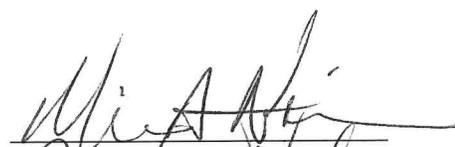
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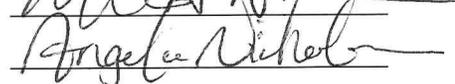
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Michael Nicholson

Signature: 

Print Name: Angela Nicholson

Signature: 

FILED IN THE OFFICE OF THE CITY CLERK

ON 12/31/25

REZONING OPPOSITION LETTER

From: JAMES + CAROL Stone
2420 ARBOR DRIVE
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: JAMES Stone

Signature: [Handwritten Signature]

Print Name: CAROL A. STONE

Signature: [Handwritten Signature]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/31/25

REZONING OPPOSITION LETTER

From: T. Launer
2505 Arbor Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Katina Launer Signature: Katina Launer
 Print Name: Madison Launer Signature: MLauner

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12-31-25

REZONING OPPOSITION LETTER

From: Thomas Worthing
2421 White Oaks Dr
Norman, OK. 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Thomas M. Worthing

Print Name: Mary Worthing

Signature: 

Signature: Mary A. Worthing

FILED IN THE OFFICE OF THE CITY CLERK ON 12-31-25

REGINA SOUTHERN REZONING OPPOSITION LETTER

From: 2921 LINE DR, NORMAN OK 73069

To: City of Norman Department of Planning and Community Development 225 N. Webster Ave. Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: REGINA SOUTHERN

Signature: Regina Southern

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: David + Norma Allbritton
509 Lone Oak Dr
Norman OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: David Allbritton

Signature: David Allbritton

Print Name: Norma Allbritton

Signature: Norma Allbritton

ON 12/09/25

REZONING OPPOSITION LETTER

From: 505 Bethany Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: William M. Horton

Signature: William M. Horton

12-27-25

Print Name: Nurgul Khalitai

Signature: Nurgul 12/27/25

ON 10/29/05

REZONING OPPOSITION LETTER

From: Wm and MARYANN FOLEY
2513 BLACK OAKS CIRCLE
NORMAN OK

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: WILLIAM FOLEY

Signature: W Foley

Print Name: MARYANN FOLEY

Signature: Maryann Foley

ON 12/29/2018

REZONING OPPOSITION LETTER

From: The Days
2902 Sunholstone Cir
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Amanda Day

Signature:



Print Name: Eric Day

Signature:



ON 12-29-2588

REZONING OPPOSITION LETTER

From: Angelica Harper
2905 Sandstone Dr
Norman, Oh 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Angelica Harper

Signature: 

Print Name: _____

Signature: _____

ON 12-29-2588

REZONING OPPOSITION LETTER

From: Cal Stoltenberg
309 Waterford Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

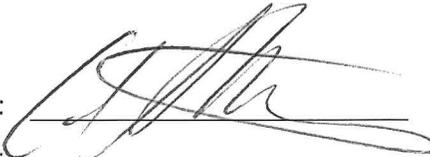
- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Cal Stoltenberg
Print Name: _____

Signature: 
Signature: _____

ON 12-29-25 *gg*

REZONING OPPOSITION LETTER

From: Kelly Gillespie
313 Ridge Bluff Ct.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Kelly Gillespie

Signature: *Kelly Gillespie*

Print Name: _____

Signature: _____

ON 12-29-05

REZONING OPPOSITION LETTER

From: MICHAEL THOMAS
2917 SANDSTONE DR
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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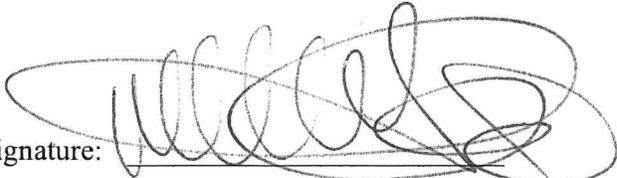
For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: MICHAEL THOMAS

Print Name: _____

Signature: 

Signature: _____

REZONING OPPOSITION LETTER

From: Dr. Cheryl McBee
2429 Arbor Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Dr. Cheryl McBee
Print Name: _____

Signature: Cheryl McBee
Signature: _____

ON 12-29-2588

REZONING OPPOSITION LETTER

From: Javier & Kelly Clark
2504 Black Oaks Circle
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Javier Clark

Signature: 

Print Name: Kelly Clark

Signature: Kelly Clark

REZONING OPPOSITION LETTER

From: TERESA Bailey
MADISON Bailey
2913 Edinburg Dr. Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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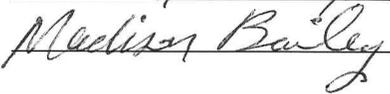
Thank you for your time and consideration.

Respectfully submitted,

Print Name: TERESA Bailey

Signature: 

Print Name: Madison Bailey

Signature: 

FILED IN THE OFFICE
OF THE CITY CLERK

ON 12/29/05

REZONING OPPOSITION LETTER

From: Logan & Sandra Whalen
325 Waterfront Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to you letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Sandra Whalen

Signature: Sandra Whalen

Print Name: LOGAN WHALEN

Signature: Logan Whalen

FILED IN THE OFFICE
OF THE CITY CLERK

ON 12/29/2588

REZONING OPPOSITION LETTER

From: Jersey Deming
2804 Lochwood Dr
NORMAN, OK 73071

To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Jersey Deming
Print Name: n/a

Signature: 
Signature: n/a

ON 12-29-2588

REZONING OPPOSITION LETTER

From: ALEXANDRA MURPHY
124 DEVONSHIRE DR.
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

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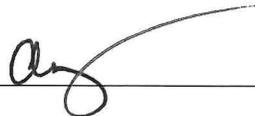
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- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: ALEXANDRA MURPHY
Print Name: _____

Signature: 
Signature: _____

REZONING OPPOSITION LETTER

From: Leon R. Brownlee
2917 Edinburg Dr.
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Leon R. Brownlee

Signature: 

Print Name: _____

Signature: _____

REZONING OPPOSITION LETTER

From: Tristan Martin
Julia Martin
2929 Couch Court
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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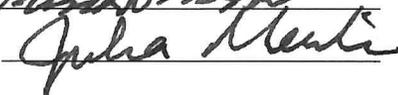
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Tristan Martin

Signature: 

Print Name: Julia Martin

Signature: 

REZONING OPPOSITION LETTER

From: B. Wolfe
501 Bethany Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Brian Wolfe

Signature: 

Print Name: _____

Signature: _____

FILED IN THE OFFICE OF THE CITY CLERK

ON 12/29/25 88

REZONING OPPOSITION LETTER

From: Andrew + Stefanie Thomas
3021 LINDA DR.
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Andrew Thomas

Signature: [Handwritten Signature]

Print Name: Stefanie Thomas

Signature: [Handwritten Signature]

REZONING OPPOSITION LETTER

From: Wanda Wildin
2917 Rockingham Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Wanda Wildin

Signature: 

Print Name: _____

Signature: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/05

REZONING OPPOSITION LETTER

From: Deanna + Cezary Poljanowski
2913 Rockingham Drive
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: <u>Deanna Poljanowski</u>	Signature: <u>Deanna Poljanowski</u>
Print Name: <u>Cezary Poljanowski</u>	Signature: <u>Cezary Poljanowski</u>

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12-29-2588

REZONING OPPOSITION LETTER

From: Victor & Laura Teran
2513 Broadwell Oaks Dr.
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

We are writing in response to your letter regarding a Pre-Development application for a proposed rezoning and preliminary plat affecting approximately 11.6 acres of property generally located at the northeast corner of 24th Avenue NE and Alameda Street.

The subject property is currently zoned C-2, General Commercial District, and R-1, Single-Family Dwelling District. The application requests rezoning of a portion of the property from R-1, Single-Family Dwelling District, to RM-6, Medium Density Apartment District.

As property owners within the 350-foot notification boundary, **we respectfully submit this letter to formally state our opposition to the proposed rezoning.**

Our opposition is based on several concerns, including but not limited to:

- The existing zoning and development pattern in this area reflect intentional planning decisions that have functioned effectively, the proposed RM-6 zoning would disrupt a land-use framework that currently works well for the surrounding community;
- The loss of open space and wildlife habitat, which currently serves as an important environmental buffer and natural area for local wildlife;
- The importance of preserving this space for its environmental, ecological, and community value, including stormwater absorption, natural green space, and neighborhood character;
- Increased strain on existing infrastructure and public services;
- Anticipated increases in traffic, congestion, and parking demands in the area.

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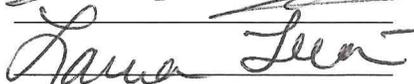
Thank you for your time and consideration.

Respectfully submitted,

Print Name: Victor Teran Jr.

Signature: 

Print Name: Laura Teran

Signature: 

REZONING OPPOSITION LETTER

From: Tony + Connie Oubre
2921 Couch St
Norman, OK

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Anthony Oubre
Print Name: Connie Oubre

Signature: [Handwritten Signature]
Signature: Connie Oubre

FILED IN THE OFFICE OF THE CITY CLERK

ON 12-29-25-88

REZONING OPPOSITION LETTER

From: JEFF & KATINA MURRAY
425 Waterfront Dr
NORMAN, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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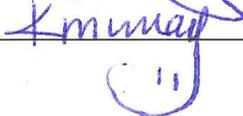
Thank you for your time and consideration.

Respectfully submitted,

Print Name: JEFFERSON MURRAY

Signature: 

Print Name: KATINA MURRAY

Signature: 

REZONING OPPOSITION LETTER

From: JEFF & KATINA MURRAY
428 Water Front Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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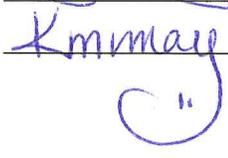
Thank you for your time and consideration.

Respectfully submitted,

Print Name: JEFFERSON MURRAY

Signature: 

Print Name: Katina Murray

Signature: 

REZONING OPPOSITION LETTER

From: Nathan Underwood and Micci Underwood
537 Bethan Oaks Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

Re: Pre-Development Discussion of a Rezoning and Preliminary Plat Request

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: Nathan Underwood

Signature:  12-22-25

Print Name: Micci Underwood

Signature: 12-22-25 Micci Underwood

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/2018

REZONING OPPOSITION LETTER

From:



**To: City of Norman Department of Planning and Community Development
225 N. Webster Ave.
Norman, OK 73069**

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Thank you for your time and consideration.

Respectfully submitted,

Print Name: David Shannon

Signature:

Print Name: Connie Shannon

Signature:

FILED IN THE OFFICE
OF THE CITY CLERK
ON 12/29/2588

REZONING OPPOSITION LETTER

From: Susan J. Parker
312 Waterfront Dr
Norman, OK 73071

To: **City of Norman Department of Planning and Community Development**
225 N. Webster Ave.
Norman, OK 73069

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For these reasons, we respectfully request that the Planning Commission and City Council deny the proposed rezoning request and maintain the current zoning classifications.

Thank you for your time and consideration.

Respectfully submitted,

Print Name: Susan J Parker

Signature: Susan J Parker

Print Name: _____

Signature: _____

January 17, 2026

Re: Alameda Project, current and future AIM Norman Projects

FILED IN THE OFFICE
OF THE CITY CLERK
ON 02/06/26-LW

City of Norman Planning Commissioners and Council Members

I was given the chance to speak at a City Planning Meeting on January 8, 2026 regarding the Alameda Project. I was impressed with the City Planning Commissioners who listened and responded to many of the concerns regarding our protests of the said project. Although, I am not against having mixed use zoning on that corner, I do think we need to continue to plan our great city with care to keep our urban forest and waterways healthy.

Public speaking is stressful and hard but the point I was trying to make on this project and future AIM NORMAN projects is what can cities do to plan expansion and growth while maintaining the urban forest and waterways that help our communities. For example, what could the developer do to ensure the health of the water way and strand of trees that connect his property to Royal Oaks? For one, they can mitigate trash blowing into the protected wetlands during construction. Because, even if the new residents of the proposed development and Royal Oaks wanted to clean up just the trash along that protected area, we would need a permit from the state and permission from the owner, so it's not a simple clean-up project. Second, they can keep the dwellings to two-story buildings so that the tree height is greater than the buildings. Anything higher would dwarf the trees in the area and be a deterrent to migrating birds.

The commissioners were surprised to hear that I saw pelicans at our lake. I must admit my first year here in 2024, I was surprised to see seagulls here but when the pelicans arrived in on February, I was doubly surprised! We've seen eagles, both bald and golden. I had no idea Oklahoma had such a wide variety of bird life. Our small area has had blue herons, great white egrets, cormorants, ducks, geese, whooping crane, seagulls, pelicans, Mississippi kites, green herons, cardinals, scissor-tails, red-shouldered black birds, robins, cowbirds, crows, grackles, nighthawks, owls, and many others that I have not yet identified. I've posted some for you taken with my humble pixel phone.

I'm attaching an article that explains much better than I could about the benefits of urban forest. I am summarizing the article here because it is web based so printing it out makes it a bit hard to read. I used Co-Pilot AI to summarize this article. It did a great job!

Summary of Article

Urban forestry has grown far beyond simple beautification. Thanks to new tools like GIS mapping, remote sensing, and data analysis, we now understand just how much trees quietly do for us every day. They cool our neighborhoods, clean our air, reduce energy bills, absorb stormwater, support wildlife, and even improve our health and well-being. When

we put numbers to these benefits, it becomes clear that trees are truly part of our city's essential infrastructure.

As our community grows and weather patterns become more extreme, our tree canopy is under real pressure. Across the country, cities are losing millions of trees each year, often without realizing it until the loss becomes visible. The article highlights how places like Washington, D.C. and Wake County, North Carolina are using data-driven approaches to protect and expand their urban forests. Their work shows that when cities plan intentionally—mapping trees, tracking canopy changes, and planting the right species in the right places—they save money, reduce heat risks, prevent flooding, and create healthier neighborhoods.

The big takeaway is simple: trees don't just make our city look nice. They make it safer, healthier, and more resilient. With thoughtful planning and long-term investment, we can ensure that our tree canopy grows along with our community, rather than shrinking as development accelerates. Residents value these natural spaces, and with the right policies in place, we can protect them for future generations.

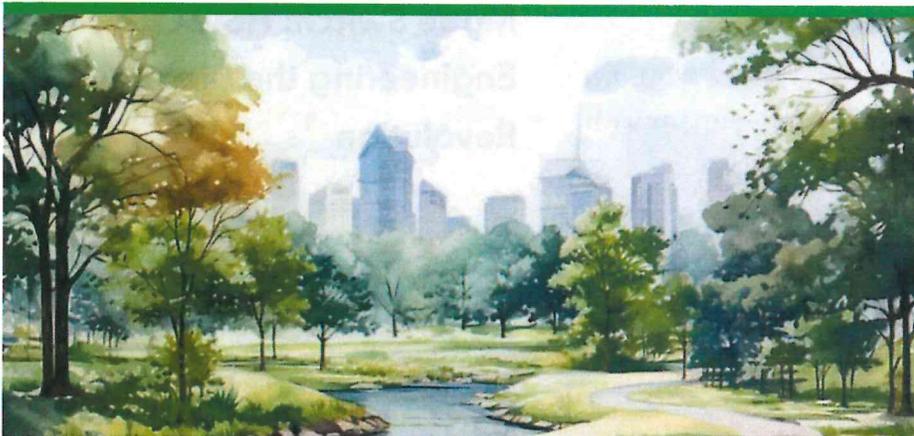
Thank you for reading this and keeping Urban Forest in mind for future projects.

Patricia Kerr

Infrastructure April 22, 2025

Geospatial Technology Helps City Planners Protect and Expand Urban Forests

By [Christian Carlson](#)



Christian Carlson

Christian Carlson is the director of state, local,

[Esri Blog](#)

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Modern urban forestry focuses on protecting and expanding tree canopies across the world that make cities not only more beautiful but healthy and resilient.

Key Takeaways

- City planners are using GIS technology to maintain a balance between forests and developed land.
- Through extensive use of maps and data science, urban foresters are finding the most suitable places to restore and expand urban forests.

Christian Carlson is the director of state, local, and regional government operations over his 20 years at Esri and is excited to see what users do with the latest enterprise-scale tools. Christian has worked with many of Esri's largest customers from Fortune 500 private-sector utilities and environmental firms to large municipal and regional governments. His expertise in strategic deployment of GIS has helped those organizations transform their operations to better serve citizens and customers while improving efficiency, transparency, and cross-departmental collaboration. He earned undergraduate degrees in economics and geography at the University of Colorado Boulder and a master's degree in business

We know this because modern tree stewards—arborists, geographers, and data analysts—analyze extensive data to illuminate trees’ essential role in vital communities.

Across a growing number of communities, elevating trees from mere amenities to essential assets marks the first step in prioritizing urban forestry. These living infrastructure elements now receive the same critical attention as other vital investments, supported by sophisticated research and technology systems that organize and guide preservation efforts.

“We’re engaged in asset management,” said Earl Eutsler, associate director of the Urban Forestry Division for the District Department of Transportation in Washington, D.C. “We invest in trees, and they become more valuable over time as they grow. And for that to happen, you have to have space where trees can exist near and amongst people.”



May 25, 2021 | Christopher Thomas | GIS FOR GOOD

How Austin’s Map of Trees Helped City Leaders See and Tackle Social Inequities

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Urban Sprawl’s Global Footprint

Weather patterns, satellite images, heat maps, and government records have documented explosive growth of urban areas in the US and globally. Maps and imagery show how urban expansion is changing the face of the planet. About [2,000 acres of farmland and ranchland were being developed](#) as urban space on any given day between 2001 and 2016, according to American Farmland Trust.

Researchers estimate that more 18 million acres of farmland and ranchland could be developed or paved between 2016 and 2040. That amount of land is about equal in size to the state of South Carolina.

Globally, expansion of cities could claim 106–377 million acres of land by 2030 if growth proceeds unchecked, according to American Farmland Trust.

Technology for Futureproof Investing

[Urban land expanded by 14 percent](#) in the US between 2000 and 2020, according to a report by the University of Michigan’s Center for Sustainable Systems. Meanwhile, tree cover in the United States is

"If we're not thoughtful about each of the decisions we're making, we could be making 8,000 mistakes a year," Eutsler said. "That's why it was important for us to create a decision-support tool that our staff could refer to as they're making the individual decisions that spool up into that annual investment in tree planting. We invest several million dollars a year and try to make it the most future-proof, future-ready investment."

Future-proofing focuses on resilience or adaptation to changing weather patterns, such as extended heat waves. Investing in shade trees can make the hottest neighborhoods more livable, improve public health, and reduce heat-related deaths and energy use.

GIS maps provide a visual, street-by-street inventory for comparing year-over-year canopy growth and decline in the city's eight wards. Those maps show the city's required planting areas, located between the roads and the sidewalks, as well as details about the type and age of the trees growing within them.

A decade of GIS mapping, analysis, and predictive modeling now directs Washington, DC's forest management strategy, pinpointing optimal planting locations and identifying the most suitable tree species for each environment.

Those historical records help identify shade-providing species with high tolerance for both current and future challenges—including intensifying cycles of drought and flooding and greater exposure to pests and disease.

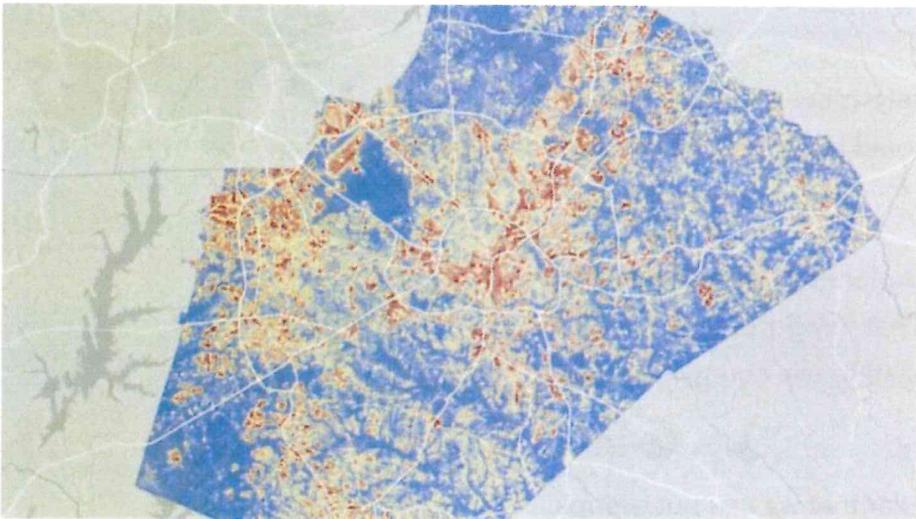
"It's too much information for any one person to know at the citywide level or even in the zone that they are individually responsible for," Eutsler said. "We want to have meaningful granularity as well as scale that is relevant for making decisions that don't exacerbate either a diversity issue or a climate adaptation and mitigation challenge. And so we've synthesized all these data sources and then brought in that spatial element to give people a sense of what is best to plant where."

allocated to crops and other vegetation, buildings, bare soil, and bodies of water.

The land-cover analysis using remote sensing data from 2010 and 2020, showed that Wake County had lost 11,122 acres of its tree canopy—or 3.6 percent—over the previous 10 years. One-fourth of the county’s 597 US census blocks lost more than 5 percent of their tree canopy. That means trees in some locations are more vulnerable than in others.

“The technology is allowing us to gauge the change that’s happening between the built and the natural areas,” said Bill Shroyer, senior GIS analyst for Wake County’s Long-Range Planning Department. “We’re trying to work within that interplay of development and urbanization to bring back some of the natural elements. It’s brought to the forefront an emphasis on policy to reestablish tree canopy.”

County officials use [GIS maps and spatial analysis](#) to uncover opportunities and risks. Based on those insights, they establish and rank priorities to ensure that communities continue to make room for nature.



The average land surface temperature in Wake County, North Carolina, is far hotter (in red) where there are no trees.

GIS analysis shows that over their life span, Wake County’s trees have already removed and stored more than 10.2 million tons of carbon dioxide from the atmosphere and absorbed an estimated 8.1 billion gallons of stormwater.

Getting Started: Uncovering the Hidden Value of Trees

As cities expand to accommodate growing populations, planners and policymakers also work to ensure nature is abundant enough to provide essential services for communities. Those services make cities of the future livable and resilient—and make the case for trees.

Four essential steps are required to evaluate, monitor, and protect existing urban forests and maintain a balance as new construction expands.

- Identify and map existing land uses across the territory. Satellite images and remote-sensing technologies offer precision and detail of existing conditions and become a foundation for GIS maps.
- Evaluate and document tree species, health, and location by using maps. The first analysis becomes a baseline for detecting change in the future.
- Measure the environmental and socioeconomic impact of tree canopy. For example, how much carbon dioxide are trees removing from the atmosphere? Are more trees needed to help cool the hottest neighborhoods or to absorb stormwater in areas prone to flooding?
- Identify the most suitable locations for planting more trees, based on local priorities.

Share this article:

[ecosystem services](#) [urban forestry](#) [urban sprawl](#) [urban trees](#)



ARCGIS

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[Mapping](#)

[ArcGIS Pro](#)

[ArcGIS Enterprise](#)

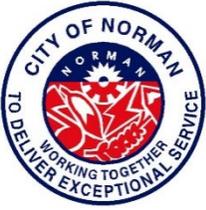
[ArcGIS Online](#)

[Developer Technology](#)

[ArcGIS Location Platform](#)

[Esri Store](#)

[ArcGIS Architecture Center](#)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 1/8/2026

REQUESTER: Norman Premium Real Estate, LLC

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-28: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND ALAMEDA STREET; WARD 6)

APPLICANT/REPRESENTATIVE	Norman Premium Real Estate, LLC/Rieger Sadler Joyce, LLC
LOCATION	Northeast corner of the intersection of 24 th Ave. N.E. and Alameda St.
WARD	6
CORE AREA	No
EXISTING ZONING	C-2, General Commercial District, and R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATIONS	Mixed-Use and Open Space
CHARACTER AREA	Corridor (Gateway) and Suburban Neighborhood

PROPOSED ZONING

RM-6, Medium-Density Apartment District
(The southwest corner of the property will remain C-2, General Commercial District.)

PROPOSED LAND USE

No Change

REQUESTED ACTION

Rezone to RM-6, Medium-Density Apartment District, to allow for multi-family residential uses

SUMMARY:

The applicant, Norman Premium Real Estate, LLC, is requesting a rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District. The southwest corner of the property will remain C-2, General Commercial District. The proposed rezoning and associated plat will allow for a mixed-use development containing commercial and multi-family residential uses.

EXISTING CONDITIONS:

SIZE OF SITE: 8.57 acres proposed RM-6, Medium-Density Apartment District; 11.6 acres total development.

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	C-2 & R-1	R-1	R-1	C-2 & PUD	C-2 & R-1
Land Use	Mixed-Use & Open Space	Mixed-Use & Open Space	Mixed-Use	Mixed-Use & Open Space	Mixed-Use
Current Use	Vacant	Residential (Single-Family)	Residential (Single-Family)	Commercial & Residential (Single-Family)	Commercial & Residential (Single-Family)

ZONING DESIGNATIONS

C-2, General Commercial District

This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family

residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

Open Space

Contains valuable environmental features that should not be developed or would make good recreational spaces. Areas intended for parks can be developed with recreational features, while open space areas are more appropriate for wildlife habitat preservation with only passive recreation uses. Consists of relatively large areas appropriate for natural lands, floodplains, large parks (>30 acres), platted common areas larger than 2-3 acres that provide multiple benefits (stormwater management, recreation, tree preservation, interconnected wildlife habitats, etc.) to nearby areas, and major trail system components. Development is limited to park and trail uses due to overlap with 100-year floodplain.

CHARACTER AREA DESIGNATIONS

Corridor Areas

Corridor Areas are developed or undeveloped land on both sides of a roadway; primarily designated, although not limited to, commercial and mixed-use development with auto-centric design. Scale and location affect the type and intensity of these uses. Corridor character is determined by scale and is recognized in three main areas. (Gateway, In-Town, and Downtown)

Gateway Corridors

Major thoroughfare that serves as an important entrance or means of access to the community marked by orientation of buildings to highway; on-site parking; and large set-backs for buildings. Anticipating high public transit access, including stops and shelters in locations safe for passengers and operations. Interstate-35, North Flood Avenue, Alameda Street, Main Street west of 24th, and Highway 9 are Gateway Corridors managed under this Character Area.

Suburban Neighborhood Areas

Suburban Neighborhood Areas are where suburban residential subdivision development have occurred or are likely to occur (due to the availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and traditional neighborhood design (TND).

NEAREST PUBLIC PARK

Royal Oaks Park is approximately 0.5 miles from the subject property and is accessible via sidewalks through the Royal Oaks neighborhood.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD25-32 November 20, 2025

Several neighboring residents were in attendance and shared concerns about the proposed development. Some attendees expressed concern about the proposed development’s impact on nearby Upper Rock Creek through increased impervious coverage and removal of existing vegetation. Attendees that raised these concerns suggested that there had not been enough consideration given to proposed development’s impact in this regard. Other neighbors were concerned that the proposed multifamily development will negatively impact surrounding property values.

PRE-DEVELOPMENT: PD25-32 December 18, 2025

Several neighboring residents were in attendance and shared concerns about the proposed development. The two primary concerns that neighboring residents had were the environmental impact of the proposed development and the uses allowed under the proposed RM-6, Medium Density Apartment District zoning.

One resident asked what would happen to the existing woodland on the site. The applicant’s representative stated that the vegetation in the area to be developed would be cleared, and the site graded. Another resident asked how or if the Water Quality Protection Zone on the east side of the property would be secured to prevent people from entering the area. The applicant’s representative stated that there are currently no plans to fully restrict access to the Water Quality Protection Zone. Several residents asked how the drainage of the site had been designed to accommodate the increased runoff caused by the increased impervious surface area. The applicant’s representative stated that a drainage study is a required step of the platting process, and that city staff would verify that it satisfied all stormwater regulations.

There were repeated questions from residents regarding the uses allowed under the proposed development, with some attendees expressing concern that the proposed zoning will allow for greater intensity residential uses. The applicant’s representative acknowledged that the RM-6, Medium-Density Apartment District allows for multi-family residential development, including apartments, but stated that the current intent is to develop the site with two-family dwellings. Another resident asked why RM-6, Medium-Density Apartment District is being requested if other districts also allow two-family dwellings. The applicant’s representative stated that RM-6, Medium-Density Apartment District was requested because they feel it aligns more closely with the goals of the AIM Norman Comprehensive Land Use Plan. One resident asked about building height, to which the applicant’s representative stated that the RM-6, Medium-Density Apartment District allows for building heights up to three stories by right. Another resident

asked how long it would take for the site to be developed under the proposal. The applicant's representative said that it could take years before any development occurred.

BOARD OF PARKS COMMISSIONERS:

January 5, 2026

Parks Staff recommends fee in lieu of parkland. The Board of Parks Commissioners will hold a Special Meeting on January 5, 2026. Staff will share the Board's decision regarding this proposal at the January 8, 2026, Planning Commission meeting.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Additional construction details are required to determine fire hydrant requirements and fire lane specifications for the proposed building(s). These items will be addressed during the building permit stage. For details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from the Engineer regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request. The access points along Alameda Street and 24th Ave. NE meet all requirements in the City's Engineering Design Criteria (EDC) for driveway spacing and location with respect to existing streets. Restriping portions of Alameda and 24th Ave. NE will be required to accommodate movements into these various driveways.

PLANNING*

ZONING CODE CONSIDERATIONS

RM-6, Medium-Density Apartment District

The RM-6 district is designed to encourage the developing of neighborhoods having a variety of dwelling types, including townhouses, thus providing for the varying requirements of families. The regulations are intended to ensure compatibility with adjacent existing and proposed low-density apartment development.

This request is considered “straight zoning,” meaning there are no variances requested with this application. Development of the site is required to follow the existing development standards currently adopted in Chapter 36, Zoning Code.

Uses Permitted

- The proposed uses of the site will be those allowed in the RM-6, Medium-Density Apartment District.

*The 8.57-acre portion of the property included in the rezoning request as RM-6, Medium-Density Apartment District, will have 31 two-family dwellings, as shown on the Preliminary Site Plan. The use of lower density duplexes is **consistent** and compatible with the surrounding area.*

The preliminary site plan is not binding since this is a straight zoning request, and all uses allowed under the regulations of the RM-6, Medium-Density Apartment District will be allowed within the respective areas, subject to all applicable development regulations. All development will be reviewed for compliance at the building permit stage.

Area Regulations

- Front yard: The minimum depth of the front yard shall be 25 feet.
- Side yard: The minimum width of the side yard shall be five feet, except as required for tall or accessory buildings by the provisions of subsection (d)(5) of this section.
- Rear yard: The minimum depth of the rear yard shall be 20 feet. One-story unattached buildings of accessory use shall be set back one foot from the utility easement or alley line.

*The area regulations of the proposal are **consistent** with the setbacks of the surrounding area. All development will be reviewed for compliance at the building permit stage.*

Height Regulations

- Structures exceeding three stories in height shall be set back from side and rear lot lines abutting property in residential districts at least five feet for each story above three.
- Any accessory building shall not exceed a wall height of ten feet unless the required side and rear yard setbacks are increased by one foot for each additional foot of wall height above ten feet; provided, however, that no accessory building shall exceed the height of the principal building to which it is accessory.

*The proposed height of the two-family dwellings as shown on the Preliminary Site Plan is up to 35’ (approximately three stories). This is **consistent** with the regulations under RM-6, Medium-Density Apartment District and is similar to the surrounding area zoning districts.*

Landscaping

- Landscaping will be provided and maintained in accordance with the City of Norman’s applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time. Landscaping buffers will be required between the commercial and duplex portions of the property in addition to a 6’ opaque screening fence.

*The proposed parking areas for the development will be required to comply with landscaping requirements. The landscaped areas will be designed in a manner **consistent** with City standards and with the surrounding areas.*

Parking

- All parking will comply with Norman's applicable ordinances.

*The proposed development is **consistent** with the City's parking regulations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

*Lighting within the development will be **consistent** with applicable City regulations.*

Signage

- Signs within the proposed development shall comply with the applicable regulations of Chapter 28, Sign Regulations, for commercial and residential uses, as amended from time to time.

*Any signage within the proposed development will be **consistent** with the City's signage regulations.*

Screening

- Screening for this site will be required to follow Section 36-552, Fencing, Walls, and Screening.

*The proposed development will be **consistent** with the City's screening regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed development is **consistent** with the Character Area General Residential Policies because it allows for greater housing densities not common in the surrounding area.*

There is an existing six-foot stockade fence located on the northern property boundary and a large WQPZ area on the east boundary.

Corridor Areas (Gateway) Policies

- Support the natural phasing out of older and lower-yield commercial and industrial uses with regulations and incentives that support mixed-uses and local businesses.
- Use screening, with natural materials when possible, to lessen noise pollution and visual clutter from existing and future uses along the corridor.
- Promote circulation and manage access to keep traffic flowing by:
 - Including access along and into properties for vehicles, public transit, pedestrians, and bicyclists during street and interchange improvements.
 - Projects should not create fragmented parcels or impede on- and off-site circulation through, to reduce restriction of future development.
 - Allowing redevelopment of excess parking areas or commercial building space for residential uses, especially along public transit routes and areas with strong existing or planned pedestrian connections.
 - Requiring shared entrances, cross-access, and avoiding multiple access points for new commercial developments at major intersections.
- Commercial developments should offer both internal and external pedestrian connections, especially between hotels, restaurants, and retail services.
 - Connections to the corridors and through developments should improve safety for those walking, bicycling, or using mobility devices.
- Allow redevelopment for high density residential and mixed-residential uses near public transit stops, along pedestrian routes, and where site design does not create secluded enclaves of apartments.
- Add density through development of sites behind properties directly facing streets.
- Retrofit or mask existing strip development or other unsightly features, as necessary.
- Explore requiring that stormwater management and detention have lower impact than historic stormwater conditions for all new or redevelopment along corridors.

*The proposal is **consistent** with the policies of the Corridor Area (Gateway), as it allows for mixed-use commercial and residential development, capitalizing on an underutilized lot at the intersection of two arterial streets. Rezoning a portion of the property to RM-6, Medium-Density Apartment District, will allow for greater housing densities, buffered from lower housing densities to the north and east. The proposed development will allow for vehicle and pedestrian circulation throughout the site and connect to existing transportation infrastructure along 24th Ave. N.E. and Alameda St.*

Suburban Neighborhood Policies

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
 - Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
 - The open spaces created around drainageways should be connected when feasible to create wildlife corridors.

- Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
 - Prioritize preservation of existing mature street trees.
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
 - Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
 - Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
- Encourage:
 - More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
 - Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
 - Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.
- As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodations should:
 - Ensure interconnectivity between developments for local and collector streets.
 - Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
 - Connect streets between land uses and include complete street approaches for undeveloped sites.
 - Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
 - Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposed development is **consistent** with the Suburban Neighborhood Area policies, as it utilizes existing public infrastructure and promotes a greater mix of housing types in the area. The Water Quality Protection Zone is preserved on the eastern 4.07 acres of the property, and pedestrian infrastructure promotes non-vehicular circulation to, from, and within the site. Any required landscaping and screening will be incorporated into the site design to reduce the impact on nearby lower intensity uses.*

Land Use Development Policies

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

*The proposal allows for mixed-use development but is largely residential in nature. The Preliminary Site Plan proposes 31 two-family dwellings, with 62 total dwelling units. There is one commercial building with six retail spaces proposed on the existing commercially zoned tract. The proposed 13.8 dwelling units per acre is less than the 18 units per acre suggested by AIM. For these reasons, the currently proposed development is largely **inconsistent** with this Mixed-Use Land Use policy.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2 stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*The proposed development includes 31 two-family dwellings up to 35' (approximately three stories) in height. However, all proposed buildings are single-use and of similar design. There are no mixed-use buildings proposed for this site. For these reasons, the proposal is generally **inconsistent** with this Mixed-Use Land Use policy.*

Site Design

- The scale and layout of the built environment is conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development, and will connect to existing pedestrian infrastructure on 24th Ave. N.E. and Alameda St. The site utilizes existing public infrastructure. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use policy.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking should not be prominent, but rather it should be obvious that this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposed development is **consistent** with this Mixed-Use Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including a sidewalk on Alameda St. with access to an Embark bus stop approximately 0.5 miles to the west. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 24th Ave. N.E. and Alameda St.*

Utility Access

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Mixed-Use Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 24th Ave. N.E. and Alameda St., as well as a proposed community area and recreation space within the Water Quality Protection Zone on the east side of the property. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use Policy.*

Neighborhood and/or Special Area Plans

*This location is **not** within a Neighborhood or Special Planning Area.*

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. However, the site is not mixed use and does not meet the density planned for this location. This proposal will provide a different housing option and additional commercial activity to this area of Norman.

CONCLUSION:

Staff forwards this request for rezoning from C-2, General Commercial District, and R-1, Single-Family Dwelling District, to RM-6, Medium-Density Apartment District, and Ordinance O-2526-28 to the Planning Commission for consideration and recommendation to City Council.

NORMAN A24 Rezoning & Preliminary Plat

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-28: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING A PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND ALAMEDA STREET; WARD 6)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Rezoning Exhibit
 4. Preliminary Plat & Site Plan
3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-13: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY NORMAN PREMIUM REAL ESTATE, LLC (CEDAR CREEK, INC) FOR NORMAN A24, ADDITION, FOR PROPERTY LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.E. AND ALAMEDA STEET. (WARD 6)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Preliminary Plat & Site Plan
4. Development Review Form
5. Norman A24 Preliminary Plat
6. Pre-Development Summary 11-20-25
7. Pre-Development Summary 12-18-25
8. Protest Map & Letter

Staff Presentation

Logan Gray, Planner II, presented the Norman A24 Rezoning and Preliminary Plat.

Commissioner McDaniel stated the proposal is inconsistent with AIM Norman regarding the mixed-use land policy and building types and requested that staff explain those inconsistencies.

Mr. Gray confirmed the project is inconsistent with the mixed-use land policy regarding density and building types. Staff calculated the proposal at approximately 13.8 dwelling units per acre, while the AIM Norman mixed-use policy supports a minimum of 18 dwelling units per acre. Mr. Gray also stated the building types are inconsistent because the mixed-use policy encourages a greater variety of uses and building designs, whereas the proposed site plan consists of similar uses and designs throughout.

Commissioner McDaniel asked for clarification the AIM Norman Plan encourages a higher density than is proposed, and Mr. Gray confirmed this was correct.

Commissioner McKown asked about the Water Quality Protection Zone (WQPZ) on the site and the associated restrictions, including whether trees could be removed, the stream altered, or other site modifications made.

Brandon Brooks, Capital Projects Engineer, stated no development is permitted within the WQPZ. He explained two detention ponds are located in the area and the City prefers detention ponds be placed within the WQPZ so materials cannot be staged on the pond dams. He also noted although floodplains are often present in similar areas, there is no designated floodplain within this area of the WQPZ.

Commissioner McKown asked whether detention ponds are permitted in the WQPZ, and Mr. Brooks confirmed they are allowed.

Commissioner Bird asked for clarification regarding tree and vegetation removal within the WQPZ, and Mr. Brooks stated he was unsure and would follow up.

Commissioner Parker noted additional restrictions may apply within 200 feet of the WQPZ boundary and asked whether those had been considered. Mr. Brooks stated he would need to consult with other City of Norman staff to confirm.

Commissioner Bird asked why RM-6 zoning was requested for duplexes when other zoning categories, such as R-2, also permit them.

Mr. Gray stated the applicant selected RM-6 because it aligns more closely with the AIM Norman Plan and supports the higher-density development.

Lora Hoggatt, Planning Services Manager, explained that R-2 zoning requires each duplex to be on its own individual lot, whereas RM-6 zoning allows multiple dwelling units on a single lot.

Commissioner Bird asked how access requirements would differ between the zoning types.

Ms. Hoggatt stated RM-6 allows private access without dedicated public right-of-way, while R-2 zoning requires public streets with dedicated right-of-way unless developed as a Planned Unit Development (PUD), which can allow for private streets.

Applicant Presentation

Sean Rieger, representative of the applicant, presented the PowerPoint for Norman A24 Rezoning and Preliminary Plat that was submitted by the applicant.

Mr. Rieger noted while the staff report emphasizes a preference for vertical mixed use, both the AIM Norman Plan and Norman 2025 Plan recognize horizontal and vertical mixed use as acceptable. He explained the project proposes horizontal mixed use across the site, which aligns with AIM Norman's definition, and concluded the project satisfies the mixed-use criteria.

Commissioner Griffith asked whether a specific use had been identified for the proposed commercial corner. Mr. Rieger stated no specific use has been determined. He explained the concept includes a building with six smaller commercial units, though the exact uses are unknown. He noted the site is slightly over one acre and likely limits the potential for intensive commercial development.

Commissioner McDaniel asked what uses are currently permitted by right under the site's existing C-2 zoning. Mr. Rieger stated C-2 zoning allows a wide range of uses, including car dealerships, gas stations, fast-food restaurants, offices, and most retail and food-related businesses, and noted C-2 zoning does not impose a height limit.

Commissioner McDaniel asked for clarification, stating under the current zoning a multi-story building could be constructed by right. Mr. Rieger confirmed stating that while site planning and building permits would still be required, C-2 zoning itself allows a building of significant height to be developed.

Public Comments

Patricia Kerr: 2709 Lockwood Dr., Norman, OK (Protest)
 Jacy Crosby: 204 Mountain Oaks Dr., Norman, OK (Protest)
 Matt McDonough: 313 Edgewater Ln., Norman, OK (Protest)
 Mary Jean Greene: 116 Devonshire Dr., Norman, OK (Protest)
 Rick Greene: 116 Devonshire Dr., Norman, OK (Protest)
 Roger Gallagher: 2513 Woodsong Dr., Norman, OK (Protest)
 Ann Gallagher: 2513 Woodsong Dr., Norman, OK (Protest)
 Susan Parker: 312 Waterfront Dr., Norman, OK (Protest)
 Keith Stiencamp: 441 Waterfront Dr., Norman, OK (Protest)
 Sandra Whalen: 325 Waterfront Dr., Norman, OK (Protest)

Bonnie Cubert, 316 Waterfront Dr., Norman, OK (Protest)

Planning Commission Discussion

Commissioner Kindel inquired if anyone from Parks & Recreation was present, noting uncertainty about the City's authority over a Homeowners Associations (HOA's) use of its private park. She also asked if the fee in-lieu-of park land could be applied toward fencing to protect Royal Oaks residents.

Mr. Rieger responded the Park Commission had asked James Briggs whether the funds could be used for the pond area. Mr. Briggs indicated this was not permissible, as the pond is private property, and public funds or fee in-lieu-of cannot be used on private property. He further noted Mr. Briggs proposed the new neighborhood include public sidewalks to provide direct access to Royal Oaks Park.

Commissioner Kindel requested clarification on the intended height of the new duplexes, and

Mr. Rieger confirmed they will be two-story buildings.

Commissioner Bird asked staff whether the applicant could install fencing on their property within the WQPZ, and whether the HOA could install a fence on their property or if their land also falls within the WQPZ.

Ms. Hoggatt stated nothing can be placed within a WQPZ, and if the map shows the WQPZ extends into the applicant's property, fencing cannot be installed there. Ms. Hoggatt further explained if the HOA area was platted before the Stream Planning Corridor was adopted, the WQPZ would not apply, allowing fencing around that area.

Commissioner Bird clarified this applicant cannot add a fence because their project is new and the WQPZ is in place. Ms. Hoggatt confirmed.

Commissioner Bird clarified any development permitted under this zoning could be constructed if the plan changes. While the current intent is for two-story duplexes, she noted a three-story apartment building could be allowed on the site under this zoning in the future.

Ms. Hoggatt confirmed.

Commissioner Bird requested clarification on the impact of the work on the Summit Lakes dam on the lake in this area.

Mr. Brooks stated discharge from the Summit Lakes pond occurs at a constant rate that does not exceed historic levels. Pumping is paused during rain events, allowing the lake to refill from the watershed. As the lake is drawn down, discharge will eventually cease, and upon project completion, the lake will return to normal conditions.

Commissioner Bird asked what information could be provided to residents who have questions about the process and whom they should contact with concerns.

Mr. Brooks stated that residents can call the Public Works Engineering Department and ask for Jason Murphy, Brandon Brooks, Tim Miles, or Scott Sturtz.

Commissioner Bird asked for confirmation on whether bike lanes and sidewalks will continue to be maintained following this development.

David Riesland, Transportation Engineer, stated they will be maintained, and there is no intent to remove them.

Commissioner McKown noted some public concerns involved these duplexes being low-cost housing and asked the applicant if they had an estimate of the average rent once developed.

Mr. Rieger stated he could not provide a specific number at this time, as several factors influence pricing, but confirmed there is no plan for these to be low-income duplexes.

Commissioner Bird asked the applicant to explain how schools are funded through ad valorem taxes and to address public concerns regarding overcrowding at nearby schools.

Mr. Rieger stated he is not a school funding expert but explained that school districts are primarily funded through a combination of state funding based on student enrollment and ad valorem property taxes. As development occurs, increased property values and student populations generally result in additional funding for the school district. He also noted that school districts typically plan for growth at a district-wide level, and school impacts are not usually a direct consideration in the City's zoning process.

Commissioner Kindel added several alternative schooling options exist beyond public schools. She noted with Norman's charter schools, private schools, and online education options, it cannot be assumed that all children in the new neighborhood would attend the nearby public schools.

Commissioner Parker, a long-time resident of the Summit Lakes, noted his familiarity with past infrastructure improvements and anticipated growth in the area. He noted recent changes related to safety and land use, expressed that the proposed development is comparable to nearby developments and would be an improvement to the area, and appreciated the preservation of trees within the WQPZ. Commissioner Parker stated his support for the proposal.

Commissioner Kindel stated as a two-story development, this project would likely be compatible with surrounding property values and expressed support for the project. She noted concerns about traffic congestion, particularly during school hours, and emphasized the importance of safety measures such as fencing and clearly designated

pedestrian crossings. Commissioner Kindel also clarified the Commission's action is a recommendation only, with final vote resting with City Council.

Commissioner Bird clarified the Planning Commission provides recommendations, while the City Council makes the final decision. She encouraged public participation through written comments and direct communication with Council and noted that additional protests may still be submitted. Commissioner Bird also stated the City will update the zoning code following the AIM initiative, providing future opportunities for public engagement.

Staff confirmed a consultant has been selected for the update, with work expected to begin after Council approves the contract.

Commissioner Griffith expressed support for the project, noting it is less intense than what C-2 zoning would allow. He appreciated the inclusion of the Water Quality Protection Zone, found the density and spacing compatible with nearby neighborhoods, and described the developer as conscientious. He also supported additional safety measures, such as fencing, and encouraged continued coordination with City Council.

Commissioner McClure stated after reviewing the map, the proposed development density appears comparable to the surrounding neighborhood. He expressed support for environmental protection measures, suggested exploring opportunities to further enhance the pond area for wildlife including potential EPA involvement, then stated support for the project.

Commissioner Bird thanked attendees for their participation and protest letters, expressed appreciation for the information shared, and expressed hope the discussion clarified the project. She supported the WQPZ protections, suggested further discussion with Parks, and stated her support for the proposal.

Commissioner McKown thanked attendees and acknowledged concerns about wildlife and habitat impacts. She noted the WQPZ protections and expressed hope the developer would exceed minimum environmental requirements. She stated that the Commission's role is to evaluate consistency with the Comprehensive Land Use Plan and indicated support for the project based on that compliance.

Commissioner McDaniel stated under the current C-2 zoning, the potential development of the site was uncertain, and expressed support for the proposed plan as it reduces C-2 zoning and creates a buffer. He indicated a vote in favor of the project.

Motion to approve made by Commissioner Griffith, **Seconded** by Commissioner McKown.

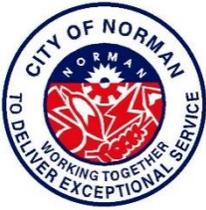
Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2526-28.

Planning Commission recommended approval of PP-2526-13.

File Attachments for Item:

4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2526-37 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DETACHING PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF NORMAN, OKLAHOMA, AND DESIGNATING THE AREAS OR TRACTS INCLUDED IN SUCH DETACHMENTS; REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR THE SEVERABILITY THEREOF (CERTAIN PROPERTIES ADDRESSED 2800 AND 2801 HENSLEY ROAD; WARD 5).



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Petitioners Marshal Britton, Douglas Burton, Nicole Burton

PRESENTER: Elisabeth Muckala, Asst. City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2526-37 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DETACHING PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF NORMAN, OKLAHOMA, AND DESIGNATING THE AREAS OR TRACTS INCLUDED IN SUCH DETACHMENTS; REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR THE SEVERABILITY THEREOF (CERTAIN PROPERTIES ADDRESSED 2800 AND 2801 HENSLEY ROAD; WARD 5).

BACKGROUND:

The City of Norman has not adopted a procedure or ordinance directly addressing a process for consideration of detachment petitions; thus the process is largely dictated by state law set forth in Oklahoma Statutes, Title 11 §§ 21-110, 21-111 and 21-112. However, in addition to this state law, City Code Section 4-1201, does provide that the Planning Commission “shall” review all “deannexation ... petitions.”

On November 12, 2025 Petitioners Marshall Britton, Douglas Burton, and Nicole Burton (Petitioners), submitted a petition requesting detachment of approximately twenty (20) acres, over two separate legal parcels of property located along the southernmost municipal boundary of Norman located south of Imhoff Road, east of 144 Ave SE and addressed off of Hensley Road. Per state law, an unsigned petition was published twice, circulated and signed, and the signed petition was provided to the City in order to begin the detachment process.

Following Planning Commission review, an ordinance granting the petition will then proceed to City Council for consideration. Pursuant to state law, the City must publish notice of the petition within ten (10) days of City Council consideration. Per § 21-110(C), the City Council may approve, deny or defer its decision on the petition.

DISCUSSION:**Considerations Regarding the Parcels in Question**

The two parcels included in the Petition were annexed into the City of Norman in 1961 with a majority of east Norman in order to protect the Little River and Lake Thunderbird watersheds. These parcels are legally addressed as 2800 and 2801 Hensley Road, and combine to form an area comprising 20.1 acres mol, the tracts each being approximately near 10 acres in size. Both tracts are zoned A-2 Rural Agricultural and, while they are identified in record documents referencing a certificate of survey known as "H&L No. 9" (as lots 48 and 49), said survey is not a City of Norman approved subdivision. A copy of H&L No. 9 survey is attached for review.

No portion of either tract falls within Norman's adopted Stream Planning Corridor, thus the WQPZ is not implicated. This combined 20 acres mol is owned by the named Petitioners pursuant to the deeds attached hereto. Thus, the Petitioner's constitute 100% of the implicated ownership, and there is no portion of the subject property that is not represented in these proceedings.

Considerations Regarding Applicable Law

The Oklahoma statutory procedure for detaching territory from municipalities by petition is limited to "land which is within the limits of the municipality and upon its border and not laid out in lots and blocks." See § 21-110(A).

The Norman Public Works Department has confirmed that both parcels subject to the detachment Petition currently lie within Norman municipal boundaries. This land is not recognized as being "platted" in lots and blocks according to state law.

Oklahoma law also requires that the Petition be "signed by at least three-fourths (3/4) of the registered voters and by the owners of at least three-fourths (3/4), in value, of the property to be detached." See § 21-110(B)(1). Here, all known property owners are petitioners.

The Norman Public Works Department and City Attorney's office have evaluated the properties subject to the detachment Petition and have confirmed that this requirement appears to have been met by Petitions, as more than 3/4 of the property, in value (according to Cleveland County Assessor values), is owned by the Petitioner, as well as 3/4 in size. The Petition is signed by all three named Petitioners, who are in turn represented by legal counsel.

The City Clerk has reviewed the Petition and finds that it appears to be sufficient in form and as to the signatures. Norman's Public Works Department has reviewed the legal descriptions and confirmed that the parcels are correctly identified within the Petition. The City Attorney's office has verified compliance with state law, City Code and valid execution of the Petition in accordance therewith.

Finally, "[a]ny lands detached from a municipality and the owners thereof shall be liable to the municipality only for the cost of public improvements which may have been constructed on the detached lands at the expense of the municipality." See § 21-111.

City staff has reviewed the parcels and verified that neither benefitted from infrastructure improvements constructed at the expense of the City of Norman/NMA/NUA. While this

detachment would result in a loss of potential future service area, if granted, the properties at issue are unlikely to have been serviced anytime soon. Thus, there are no objectionable circumstances identified by City Staff regarding the proposed detachment at this time.

Upon approval of an ordinance detaching municipal property, the mayor of said municipality “shall file and record a duly certified copy of the ordinance ... together with an accurate map or plat of the territory, in the office of the county clerk of the county in which the territory, or the greater portion of it, is located and with the Ad Valorem Division of the Oklahoma Tax Commission.” See § 21-112.

RECOMMENDATION:

On January 8, 2026, the Planning Commission voted unanimously to approve the petitioned detachment. All implicated city departments have reviewed the Petition for Detachment and have verified that all requirements have been met and that this matter is ripe for consideration by City Council, which may approve, deny or defer its decision on Ordinance No. O-2526-37. In the case of approval, City Staff recommends the filing of O-2526-37, and the map exhibit attached thereto, with the Cleveland County Clerk and the Ad Valorem Division of the Oklahoma Tax Commission.

Reviewed By: Darrel Pyle, City Manager
 Jamie Meyer, Deputy City Clerk
 Rick Knighton, City Attorney
 Jane Hudson, Director of Planning and Community Development
 Scott Sturtz, Director of Public Works
 Chris Mattingly, Director of the Norman Utilities Authority

Ordinance No. O-2526-37

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DETACHING PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF NORMAN, OKLAHOMA, AND DESIGNATING THE AREAS OR TRACTS INCLUDED IN SUCH DETACHMENTS; REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR THE SEVERABILITY THEREOF (CERTAIN PROPERTIES ADDRESSED 2800 AND 2801 HENSLEY ROAD; WARD 5).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 1. That the Corporate Limits of the City of Norman, Oklahoma, shall be and the same is hereby detached to exclude the following described land situated in Cleveland County, Norman, Oklahoma, to wit:

Tract 48 H&L No. 9

The Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of the Northwest Quarter (NW/4) of Section Eight (8), Township Eight (8) North, Range One (1) East of the Indian Meridian, Cleveland County, Oklahoma.

AND

Tract 49 H&L No. 9

The Southwest Quarter (SW/4) of the Northeast Quarter (NE/4) of the Northwest Quarter (NW/4) of Section Eight (8), Township Eight (8) North, Range One (1) East of the Indian Meridian, Cleveland County, Oklahoma.

Containing a total 20.1 acres more or less.

§ 2. That, this property being so detached, the City of Norman hereby repeals all other ordinances or parts of ordinances in conflict therewith.

§ 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day
of _____, 2026.

NOT ADOPTED this _____ day
of _____, 2026.

(Mayor)

(Mayor)

ATTEST:

(City Clerk)

CITY OF NORMAN, COUNTY OF CLEVELAND, STATE OF OKLAHOMA

In the Matter of:

DETACHMENT OF MUNICIPAL TERRITORY FROM CITY OF NORMAN

Case No. 2025-

PETITION FOR DETACHMENT OF MUNICIPAL TERRITORY

FILED IN THE OFFICE OF THE CITY CLERK ON 11/12/25-gw

MARSHALL BRITTON, DOUGLAS BURTON, and NICOLE BURTON ("Petitioners"), pursuant to 11 OKLA. STAT. § 21-103 and 21-110, petition the City of Norman (the "City") to enact an ordinance detaching certain real property from within the municipal boundaries and state as follows:

1. This petition relates to the S½ NE¼ NW¼ of Section 8, Township 8 North, Range 1 East of the I.B.M., Cleveland County, Oklahoma (the "Subject Property"), which property sits on the southeastern boundary of the City's municipal limits.

2. MARSHALL BRITTON is the owner of record of that certain real property in Cleveland County, Oklahoma, identified as follows:

The SE¼ NE¼ NW¼ of Section 8, Township 8 North, Range 1 East of the I.B.M., which real property sits on the southeastern boundary line of the City's municipal limits, and is a part of the Subject Property.

3. DOUGLAS BURTON and NICOLE BURTON, husband and wife, as joint tenants and not as tenants in common, are the owners of record of that certain real property in Cleveland County, Oklahoma identified as follows:

The SW¼ NE¼ NW¼ of Section 8, Township 8 North, Range 1 East of the I.B.M., which real property is adjacent to that property described in paragraph 2 above, and also sits on the southeastern boundary line of the City's municipal limits, and is the other part of the Subject

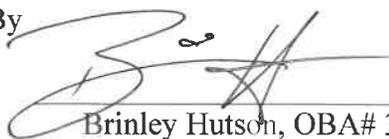
Property.

- 4. Both parcels identified in paragraphs 2 and 3 above make up the Subject Property.
- 5. Reference is made in the county records to the Subject Property as “HNL #9,” but no evidence is readily available to Petitioners to show that the Subject Property was platted or otherwise subdivided in the records of the Cleveland County Clerk.
- 6. Petitioners account for 100% of the registered voters residing on and owning the Subject Property.
- 7. The Subject Property: does not include an intervening strip less than four rods wide; is not separated from the corporate limits of a municipality only by a railway right-of-way; is not a highway right-of-way adjacent to or contiguous with a municipality; and does not include properties that will be split in two, resulting in part of the property falling inside the corporate limits of a municipality and part of it falling outside the corporate limits of a municipality.

For the above stated reasons, Petitioners respectfully submit this petition for the City to enact an ordinance detaching the Subject Property from its municipal territory.

GARVIN AGEE CARLTON, P.C.

By

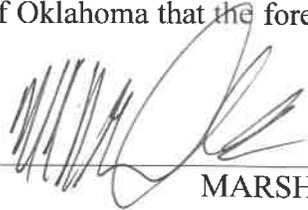


 Brinley Hutson, OBA# 35644
brinley.hutson@gaclawyers.com
 207 E. Gray St., Ste. 102
 Norman, OK 73071
 Telephone: 405-238-1000
 Facsimile: 405-238-1001
 Attorneys for Petitioners

STATEMENT UNDER PENALTY OF PERJURY
(In lieu of verification, pursuant to 12 OKLA. STAT. § 426)

I state under penalty of perjury under the laws of Oklahoma that the foregoing petition is true and correct.

Date: 06 NOV 2025


MARSHALL BRITTON

Where signed: Norman, OK

STATEMENT UNDER PENALTY OF PERJURY
(In lieu of verification, pursuant to 12 OKLA. STAT. § 426)

I state under penalty of perjury under the laws of Oklahoma that the foregoing petition is true and correct.

Date: 11-6-2025


DOUGLAS BURTON

Where signed: Norman OK

STATEMENT UNDER PENALTY OF PERJURY
(In lieu of verification, pursuant to 12 OKLA. STAT. § 426)

I state under penalty of perjury under the laws of Oklahoma that the foregoing petition is true and correct.

Date: 11-6-2025


NICOLE BURTON

Where signed: Norman, OK

CITY OF NORMAN, COUNTY OF CLEVELAND, STATE OF OKLAHOMA

In the Matter of:

DETACHMENT OF MUNICIPAL
TERRITORY FROM CITY OF NORMAN

Case No. 2025-

NOTICE OF PROPOSED DETACHMENT

Pursuant to 21 OKLA. STAT. § 21-103, notice is hereby given that on _____, 2025, MARSHALL BRITTON, DOUGLAS BURTON, and NICOLE BURTON filed with the Clerk of the City of Norman a Petition for Detachment of Municipal Territory. The Clerk of the City of Norman hereby states as follows:

1. The Subject Property proposed to be detached from the Municipal Boundaries of the City of Norman, Oklahoma, is as follows:

The S½ NE¼ NW¼ of Section 8, Township 8 North, Range 1 East of the I.B.M., Cleveland County, Oklahoma.

2. The date, time, and place that the governing body of the City of Norman shall conduct a public hearing on the question of the detachment/deannexation is to be on _____, 202__, at __:__.m. at _____, Norman, Oklahoma.

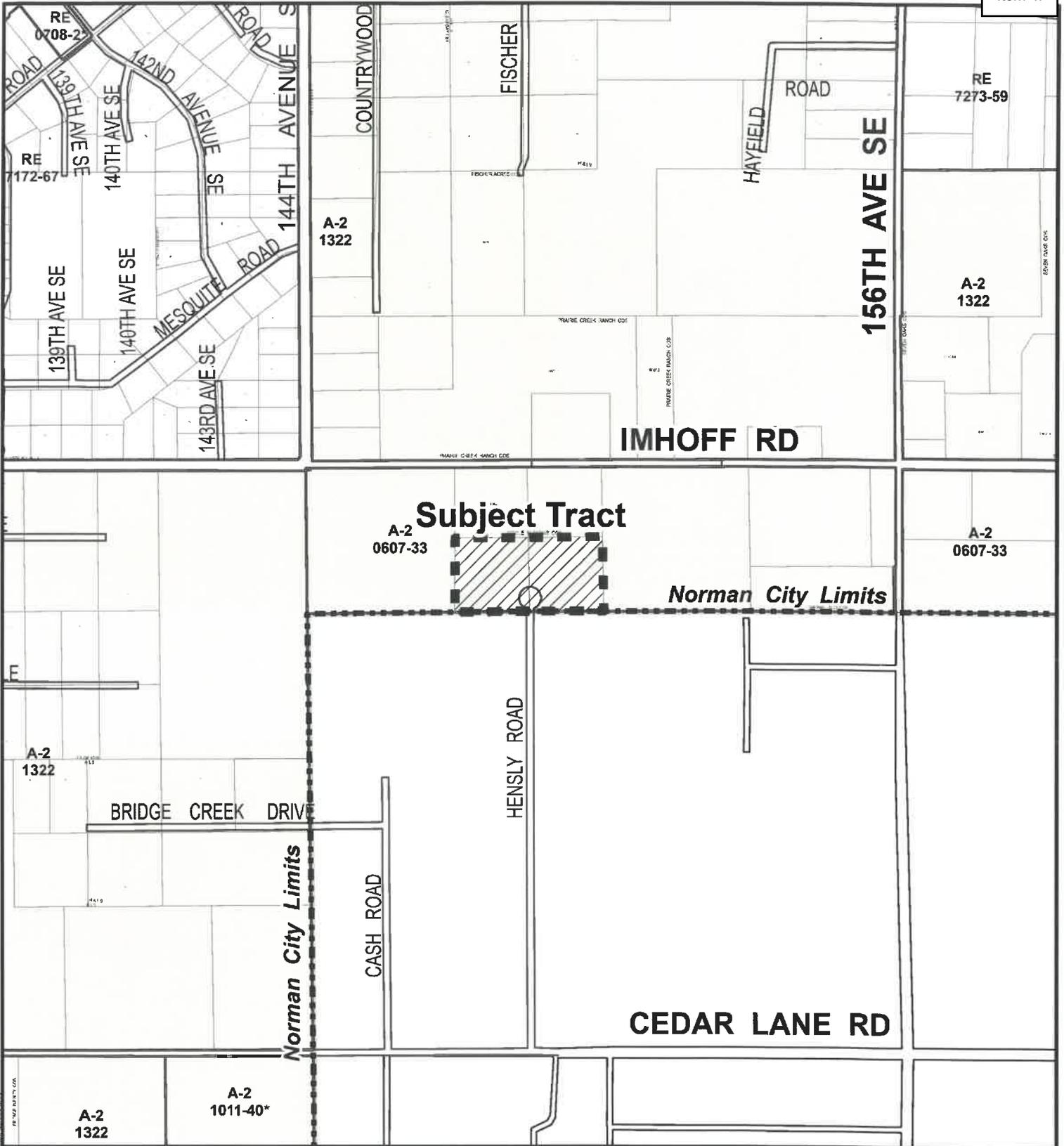
Dated this _____, 2025.

CLERK OF THE CITY OF NORMAN

INSTRUCTIONS TO PUBLISHER (NORMAN TRANSCRIPT):

This Notice shall be published in a legally qualified newspaper of general circulation in Cleveland County, Oklahoma, between 30 and 14 days prior to the hearing date stated above. If the publication will be made more than 30 days prior to the hearing date or less than 14 days prior to the hearing date, then a new Notice will need to be issued for a new hearing date. Publish the notice ONCE during the permitted time.

Send invoice by email or mail to brinley.hutson@gaclawyers.com; 207 E. Gray St., Ste. 102, Norman, OK 73071.



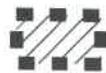
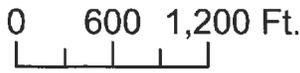
Location Map



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.

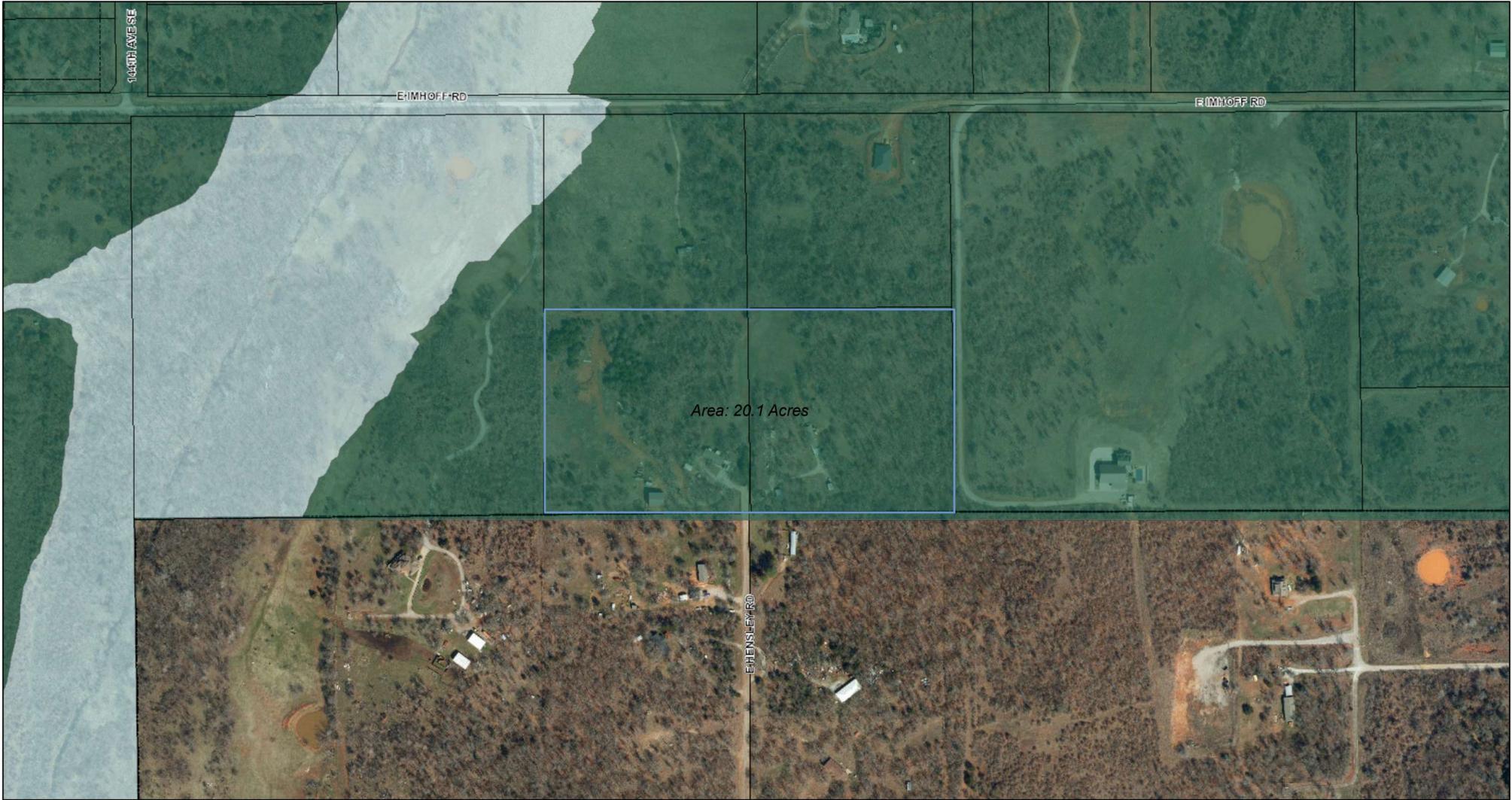


November 14, 2025



Subject Tract

Burton Britton Properties

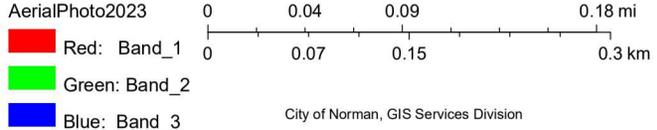


Area: 20.1 Acres

9/15/2025, 11:32:15 AM

1:3,730

- Override 1
- Core
- Storm Drainage Points
- Easement
- OU
- Gravity Main
- Classic
- Conservation Easements
- Park
- Sensitive Protected Areas
- Corridor
- Force Main
- Lot Line
- Lake Thunderbird
- 2045 Reserve
- NonCharacterAreas
- Manhole
- Parcel
- Suburban
- Storm Drainage Area
- WMains
- City Boundary
- Rural
- Storm Drainage Lines
- Hydrant
- School
- Streets
- Centerline Labels (10,000+)



not recorded
copy from
assessor's records

H & L
NO. 9

Item 4.

PART OF THE W 1/2 SEC 8 + S 1/2 NE 1/4 NW 1/4
T-8-N R-1-E OF I.M.
CLEVELAND CO. OKLA.

Map # **351**

Everything According
to Post Office, Street Sign etc
Shows Hensley Road.

MARK CENTER -
321-8807 (Home)
919-4507 (cell)

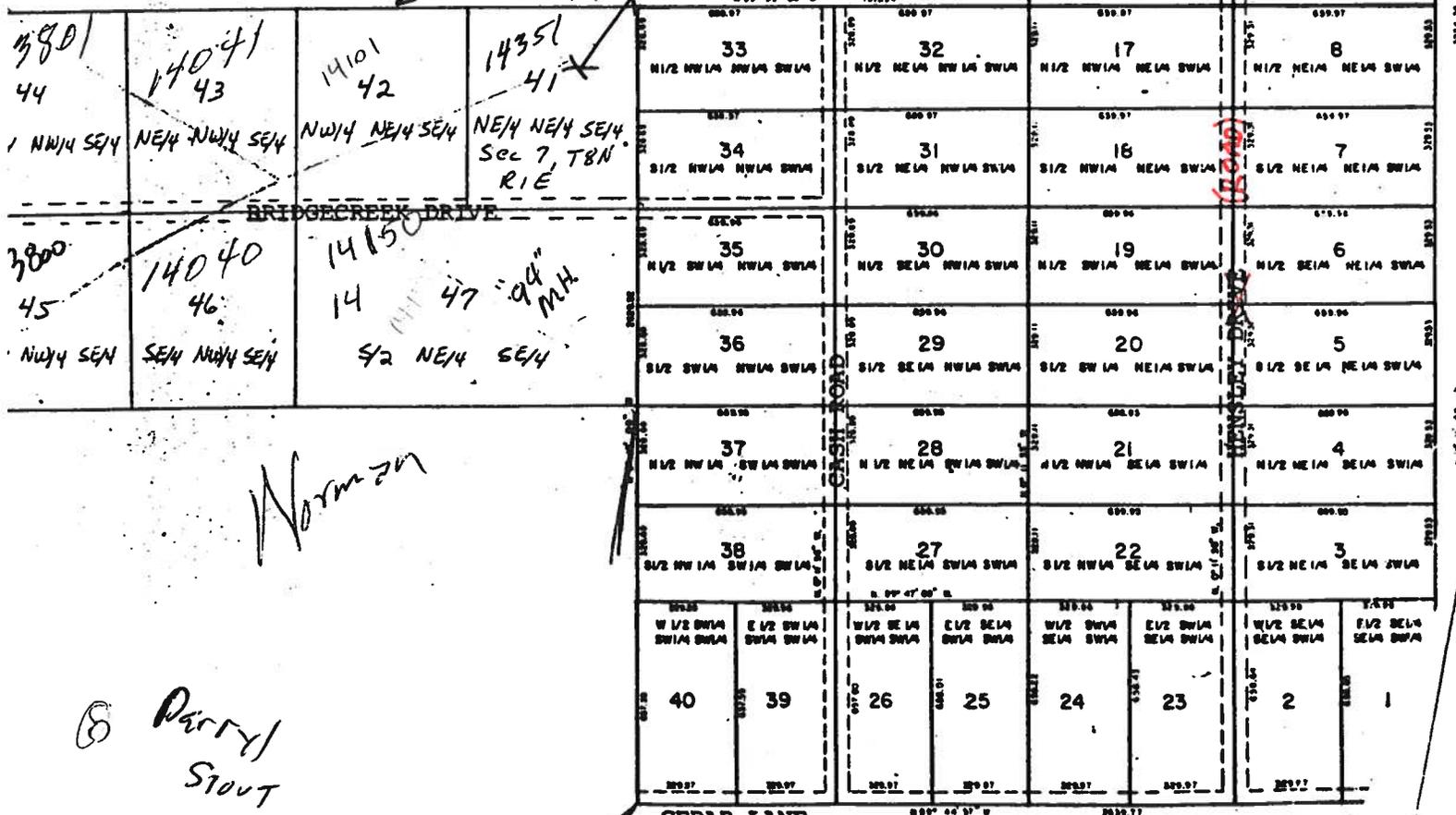
All people fronting this street
Have Always Used Hensley
Road, According to Mark
Center

Norman

Flood zone

SCALE
1" = 200'

N/2 SE/4 Sec. 7, T8N, R1E of I.M.



Norman

8 Perry / Stout

I, Carl A. Stout, a Registered Land Surveyor in and for the State of Oklahoma, do hereby certify that I have carefully and accurately surveyed the foregoing tract of land and that this is a true and accurate plot thereof.

Witness my hand this 28th day of June, 1978.

Carl A. Stout
Carl A. Stout L.S. 2817

Subscribed and sworn to before me this 28th day of June, 1978.

My Commission Expires: 5/25/80.

W. H. Stout
Notary Public

Filing: \$13.00

Revenue: \$159.00

gp
c

Doc# R 2012 33629
Bk&Pg RB 5048 169
Filed 08-30-2012
04 04 44 PM
Cleveland County, OK

BB
WD

Item 4.

WARRANTY DEED
(Statutory Form)

KNOW ALL MEN BY THESE PRESENTS

THAT **Helen Senter a/k/a Helen P. Senter and Mark L. Senter, wife and husband**, party of the first part, in consideration of the sum of Ten Dollars (\$10.00), and other valuable consideration, in hand paid, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey unto **Marshall Britton**, party of the second part, the following described real property and premises situated in Cleveland County, State of Oklahoma, to-wit:

TRACT 48 H&L #9
The Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of the Northwest Quarter (NW/4) of Section Eight (8), Township Eight (8) North, Range One (1) East of the Indian Meridian, Cleveland County, Oklahoma.

Mobile Home VIN TXFLX12A34585FD12 Year 2000 Make FleetW Title No. 723099218068A

together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same

TOGETHER WITH any interest in and to all of the oil, gas, other minerals and water rights in and under and that may be produced from the Property, LESS AND EXCEPT however, any mineral interests and/or water rights which have been previously conveyed or reserved of record AND SUBJECT to Existing Zoning Ordinances, Easements, Rights-of-Way or Restrictive Covenants of record

TO HAVE AND TO HOLD said described premises unto the said party of the second part, their heirs, successors and assigns, forever, free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature

Signed and delivered this 29th day of August, 2012

Helen Senter

Helen Senter

Mark L. Senter

Mark L. Senter

State of Oklahoma
Cleveland County
Documentary Stamps

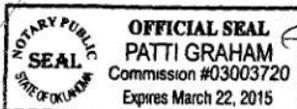
\$ 159.00

State of Oklahoma)
County of Cleveland)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 29th day of August, 2012, personally appeared **Helen Senter a/k/a Helen P. Senter and Mark L. Senter, wife and husband**, 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 therein set forth

Given under my hand and seal the day and year last above written

My Commission Expires



Patti Graham

Notary Public

Cleveland County Abstract Company
2460 Boardwalk, Norman, Ok 73069
CCA File #2124004

Mail Tax Statement to
Wells Fargo Bank, N A
4101 Wiseman Blvd
San Antonio, Texas 78251

Mail Deed To: 2801 Hensley Road
Norman OK 73026

DOC# R2025-24283 BT: RB B: 6849 P: 1246 QC
08/26/2025 11:38:51 AM Pages: 4
Pam Howlett - Cleveland County Clerk, OK
Fee: \$24.00 bp
Electronically Filed



**JOINT TENANCY QUITCLAIM DEED
EXEMPT PER 68 O.S. 3202(4)**

KNOW ALL MEN BY THESE PRESENTS:

THAT **Douglas L. Burton and Nicole Burton, as Trustees of the Douglas L Burton and Nicole Burton Revocable Trust dated the 18th day of August 2023**, party of the first part, in consideration of the sum of Ten And No/Dollars (\$10.00) and other valuable considerations to it in hand paid, the receipt of which is hereby acknowledged does hereby quitclaim, grant, bargain, sell and convey unto **Douglas L. Burton and Nicole Burton as joint tenants** and not as tenants in common, with the right of survivorship, the whole estate to vest in the survivor in the event of the death of either, parties of the second part, the following described real property and premises situate in Cleveland County, State of Oklahoma, to-wit:

For Tax Map ID(s): 70119

The Southwest Quarter (SW/4) of the Northeast Quarter (NE/4) of the Northwest Quarter (NW/4) of Section Eight (8), Township Eight (8) North, Range One (1) East of the Indian Meridian, Cleveland County, Oklahoma.

AKA TRACT 49 H & L NO. 9

together with all the improvements thereon and the appurtenances thereunto belonging.

TO HAVE AND TO HOLD the above described premises unto the said parties of the second part, as joint tenants, and to the heirs and assigns of the survivor forever.

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Signed and delivered August 18, 2025.

Douglas L. Burton

Nicole Burton

The State of OKLAHOMA
County of OKLAHOMA

TRUSTEE ACKNOWLEDGMENT

Before me, the undersigned, a Notary Public, in and for said County and State, on this 18 day of August 2025 personally appeared Douglas L. Burton and Nicole Burton, as Trustees of the Douglas L Burton and Nicole Burton Revocable Trust dated the 18th day of August 2023 of the to me known to be the identical person(s) who executed the within foregoing instrument as its trustee, and acknowledged to me that (he/she/they) executed the same as (his/her/their) free and voluntary act and deed, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.



Notary Public in and for the State of _____
Notary's Printed Name: _____
Notary's Commission Expires: _____

Item 4.

JOINT TENANCY QUITCLAIM DEED
(continued)

Mail Deed and Tax Statements To:
Douglas L. Burton and Nicole Burton
2800 Hensley Rd
Norman, OK 73026

Presented for filing by and return to:
Chicago Title Oklahoma Co.
1601 NW Expressway, Suite 1000
Oklahoma City, OK 73118
File No.: 710062501329
Title Insurance Commitment, if any, issued by:
Chicago Title Insurance Company

Unofficial

219

OAG 2024-1 - INDIVIDUAL

Exhibit to Deed

AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: INDIVIDUAL

STATE OF OKLAHOMA)
) ss.
COUNTY OF CLEVELAND)

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Douglas L. Burton (list legal name and any aliases) (the "Affiant"), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I have personal knowledge of the statements made herein.
2. I am the person obtaining the real property identified in the Deed to which this Affidavit is attached (the "Property").
 the person obtaining the Property's attorney in fact.
 the person obtaining the Property's court appointed guardian or personal representative.
3. The person obtaining the Property is:
 a citizen of the United States; or
 not a citizen of the United States, but an alien who is or who shall become a bona fide resident of the State of Oklahoma.
4. The person obtaining the Property acquired title to the Property.
5. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States or foreign government adversary shall acquire title to or own land in this state either directly or indirectly through a business entity, trust, or foreign government enterprise, except as hereinafter provided, but they shall have and enjoy in this state such rights as to personal property as are, or shall be, accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce or has a national security agreement with the Committee on Foreign Investment in the United States (CFIUS) in accordance with federal law.

6. I acknowledge and understand that 60 O.S. § 121 generally prohibits an alien or person who is not a citizen of the United States from acquiring title to or owning land in the State of Oklahoma. I further acknowledge and understand that 60 O.S. § 121 does not prohibit an alien who is or who shall become a bona fide resident of the State of Oklahoma from acquiring title to or owning land in the State of Oklahoma.
7. The person obtaining the Property acquired title to the Property in compliance with the requirements of 60 O.S. § 121 and no funding source was used in the sale or transfer of the Property in violation of 60 O.S. § 121 or any other state or federal law.
8. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

Douglas L. Burton
AFFIANT, individually and as authorized agent of Entity

8-18-2025
Date

The foregoing instrument was subscribed and sworn to before me this 18 day of Aug, 2025,
by Douglas L. Burton



[Signature]
NOTARY PUBLIC

My Commission Expires: _____
My Commission No.: _____

OAG 2024-1 - INDIVIDUAL

Exhibit to Deed

AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: INDIVIDUAL

STATE OF OKLAHOMA)
) ss.
COUNTY OF CLEVELAND)

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Nicole Burton (list legal name and any aliases) (the "Affiant"), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I have personal knowledge of the statements made herein.
2. I am:
 - the person obtaining the real property identified in the Deed to which this Affidavit is attached (the "Property").
 - the person obtaining the Property's attorney in fact.
 - the person obtaining the Property's court appointed guardian or personal representative.
3. The person obtaining the Property is:
 - a citizen of the United States; or
 - not a citizen of the United States, but an alien who is or who shall become a bona fide resident of the State of Oklahoma.
4. The person obtaining the Property acquired title to the Property.
5. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States or foreign government adversary shall acquire title to or own land in this state either directly or indirectly through a business entity, trust, or foreign government enterprise, except as hereinafter provided, but they shall have and enjoy in this state such rights as to personal property as are, or shall be, accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce or has a national security agreement with the Committee on Foreign Investment in the United States (CFIUS) in accordance with federal law.

6. I acknowledge and understand that 60 O.S. § 121 generally prohibits an alien or person who is not a citizen of the United States from acquiring title to or owning land in the State of Oklahoma. I further acknowledge and understand that 60 O.S. § 121 does not prohibit an alien who is or who shall become a bona fide resident of the State of Oklahoma from acquiring title to or owning land in the State of Oklahoma.
7. The person obtaining the Property acquired title to the Property in compliance with the requirements of 60 O.S. § 121 and no funding source was used in the sale or transfer of the Property in violation of 60 O.S. § 121 or any other state or federal law.
8. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

Nicole Burton
AFFIANT, individually and as authorized agent of Entity

8-18-2025
Date

The foregoing instrument was subscribed and sworn to before me this 18 day of Aug, 2025,
by Nicole Burton



[Signature]
NOTARY PUBLIC

My Commission Expires: _____
My Commission No.: _____

...
PUBLISHED IN
THE NORMAN TRANSCRIPT
NOVEMBER 13TH, 2025
1 TIME
LPXLP
CITY OF NORMAN, COUNTY OF
CLEVELAND, STATE OF OKLA-
HOMA

In the Matter of:
DETACHMENT OF MUNICIPAL
TERRITORY FROM CITY OF
NORMAN

Case No. 2025-
PETITION FOR DETACHMENT
OF MUNICIPAL TERRITORY
MARSHALL BRITTON, DOUGLAS
BURTON, and NICOLE BURTON
("Petitioners"), pursuant to 11 OK-
LA. STAT. §21-103 and 21-110,
petition the City of Norman (the
"City") to enact an ordinance det-
aching certain real property from
within the municipal boundaries
and state as follows:

1. This petition relates to the S1/2 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 East of the I.B.M., Cleveland County, Oklahoma (the "Subject Property"), which property sits on the southeastern boundary of the City's municipal limits.
2. MARSHALL BRITTON is the owner of record of that certain real property in Cleveland County, Oklahoma, identified as follows:
The SE 1/4 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 East of the I.B.M., which real property sits on the southeastern boundary line of the City's municipal limits, and is a part of the Subject Property.
3. DOUGLAS BURTON and NICOLE BURTON, husband and wife, as joint tenants and not as tenants in common, are the owners of record of that certain real property in Cleveland County, Oklahoma identified as follows:
The SW1/4 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 east of the I.B.M., which real property is adjacent to that property described in paragraph 2 above, and also sits on the southern boundary line of the City's municipal limits, and is the other part of the Subject Property.
4. Both parcels identified in paragraphs 2 and 3 above make up the Subject Property.
5. Reference is made in the country records to the Subject Property as "HNL #9," but no evidence is readily available to Petitioners to show that the Subject Property was platted or otherwise subdivided in the records of the Cleveland County Clerk.
6. Petitioners account for 100% of the registered voters residing on and owning the Subject Property.
7. The Subject Property: does not include an intervening strip less than four rods wide; is not separated from the corporate limits of a municipality only by a railway right-of-way; is not a highway right-of-way adjacent to or contiguous with a municipality; and does not include properties that will be split in two, resulting in part of the property falling inside the corporate limits of a municipality and part of it falling outside the corporate limits of a municipality.

For the above states reason, Petitioners respectfully submit this petition for the City to enact an ordinance detaching the Subject Property from its municipal territory.
GARVIN AGEE CARLTON, P.C.
BY
Brinley Hutson, OBA #35644
brinley.hutson@gaclawyers.com
207 E. Gray St., Ste. 102
Norman, OK 73071
Telephone: 405-238-1000
Facsimile: 405-238-1001
Attorneys for Petitioners

PROOF OF PUBLICATION
In the District Court of Cleveland County, State of Oklahoma

BURTON

Affidavit of Publication

State of Oklahoma, County of Cleveland, ss:
I, the undersigned publisher, editor or Authorized Agent of the Norman Transcript, do solemnly swear that the attached advertisement was published in said paper as follows:

11/13/2025 11/21/2025

That said newspaper is Daily, in the city of Norman, Cleveland County, Oklahoma, a Daily newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971, as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said Notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publications and not in a supplement, on the above noted dates.

[Signature]
Signature

Subscribed and sworn before me on this 21st day of November, 2025

[Signature]
Notary Public
My commission expires 09-30-2026
Commission # 22013298

Cost of Publication \$ 203.66

Ad # 146617 Acct # 26038 Copies: 1

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PUBLISHED IN
THE NORMAN TRANSCRIPT
NOVEMBER 13 & 21, 2025
1 TIME
LPXLP
CITY OF NORMAN, COUNTY OF CLEVELAND, STATE OF OKLAHOMA
In the Matter of:
DETACHMENT OF MUNICIPAL TERRITORY FROM CITY OF NORMAN

Case No. 2025-
PETITION FOR DETACHMENT OF MUNICIPAL TERRITORY
MARSHALL BRITTON, DOUGLAS BURTON, and NICOLE BURTON ("Petitioners"), pursuant to 11 OKLA. STAT. §21-103 and 21-110, petition the City of Norman (the "City") to enact an ordinance detaching certain real property from within the municipal boundaries and state as follows:

1. This petition relates to the S1/2 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 East of the I.B.M., Cleveland County, Oklahoma (the "Subject Property"), which property sits on the southeastern boundary of the City's municipal limits.
2. MARSHALL BRITTON is the owner of record of that certain real property in Cleveland County, Oklahoma, identified as follows:
The SE 1/4 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 East of the I.B.M., which real property sits on the southeastern boundary line of the City's municipal limits, and is a part of the Subject Property.
3. DOUGLAS BURTON and NICOLE BURTON, husband and wife, as joint tenants and not as tenants in common, are the owners of record of that certain real property in Cleveland County, Oklahoma identified as follows:
The SW1/4 NE1/4 NW1/4 of Section 8, Township 8 North, Range 1 east of the I.B.M., which real property is adjacent to that property described in paragraph 2 above, and also sits on the southern boundary line of the City's municipal limits,

its, and is the other part of the Subject Property.

4. Both parcels identified in paragraphs 2 and 3 above make up the Subject Property.
5. Reference is made in the country records to the Subject Property as "HNL #9," but no evidence is readily available to Petitioners to show that the Subject Property was platted or otherwise subdivided in the records of the Cleveland County Clerk.
6. Petitioners account for 100% of the registered voters residing on and owning the Subject Property.
7. The Subject Property: does not include an intervening strip less than four rods wide; is not separated from the corporate limits of a municipality only by a railway right-of-way; is not a highway right-of-way adjacent to or contiguous with a municipality; and does not include properties that will be split in two, resulting in part of the property falling inside the corporate limits of a municipality and part of it falling outside the corporate limits of a municipality.

For the above stated reason, Petitioners respectfully submit this petition for the City to enact an ordinance detaching the Subject Property from its municipal territory.
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BY
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Norman, OK 73071
Telephone: 405-238-1000
Facsimile: 405-238-1001
Attorneys for Petitioners

Petition for Detachment

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2526-37: AN ORDINANCE APPROVING REQUESTED DETACHMENT OF CERTAIN PROPERTY LOCATED AT 2800 AND 2801 HENSLEY ROAD IN CITY OF NORMAN, OKLAHOMA.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Maps
3. Signed Petition for Detachment of Municipal Territory
4. Deeds
5. Publications

Staff Presentation

Beth Muckala, Assistant City Attorney III, presented the staff report.

Commissioner McKown asked why a property owner would want to de-annex their property. Ms. Muckala responded that de-annexation is typically evaluated from the owner's perspective based on cost and regulatory burden. Properties within the City of Norman are subject to city zoning and building/development regulations, whereas de-annexed properties become part of the unincorporated county and are subject to significantly fewer regulations.

Commissioner Kindel asked whether the properties are receiving any benefits from the City of Norman. Ms. Muckala explained that no city infrastructure has been installed. While the properties do receive certain services, those services are a separate matter and can still be addressed even if the properties are de-annexed, based on the Utilities Department's case-by-case determination of feasibility.

Applicant Presentation

Jay Carlton, representative of the applicant, provided an overview of the request.

Public Comments

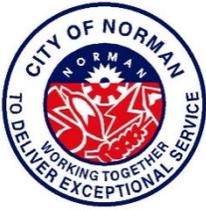
There were no public comments.

Planning Commission Discussion

Motion made by Commissioner Griffith, Seconded by Commissioner Kindel.

Voting Yea: Commissioner McClure, Commissioner McKown, Commissioner Bird, Commissioner Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of Ordinance O-2526-37.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/08/2026

REQUESTER: Petitioners Marshal Britton, Douglas Burton, Nicole Burton

PRESENTER: Elisabeth Muckala, Asst. City Attorney

ITEM TITLE: RECOMMENDATION OF ADOPTION, REJECTION, AMENDMENT, POSTPONEMENT OR DEFERRMENT OF O-2526-37, AN ORDINANCE APPROVING REQUESTED DETACHMENT OF CERTAIN PROPERTY LOCATED AT 2800 AND 2801 HENSLEY ROAD IN CITY OF NORMAN, OKLAHOMA.

BACKGROUND:

The City of Norman has not adopted a procedure or ordinance directly addressing a process for consideration of detachment petitions; thus the process is largely dictated by state law set forth in Oklahoma Statutes, Title 11 §§ 21-110, 21-111 and 21-112. However, in addition to this state law, City Code Section 4-1201, does provide that the Planning Commission “shall” review all “deannexation ... petitions.”

On November 12, 2025 Petitioners Marshall Britton, Douglas Burton, and Nicole Burton (Petitioners), submitted a petition requesting detachment of approximately twenty (20) acres, over two separate legal parcels of property located along the southernmost municipal boundary of Norman located south of Imhoff Road, east of 144 Ave SE and addressed off of Hensley Road. Per state law, an unsigned petition was published twice, circulated and signed, and the signed petition was provided to the City in order to begin the detachment process.

Following Planning Commission review, an ordinance granting the petition will then proceed to City Council for consideration. Pursuant to state law, the City must publish notice of the petition within ten (10) days of City Council consideration. Per § 21-110(C), the City Council may approve, deny or defer its decision on the petition.

DISCUSSION:

Considerations Regarding the Parcels in Question

The two parcels included in the Petition are legally addressed as 2800 and 2801 Hensley Road, and combine to form an area comprising 20.1 acres mol, the tracts each being approximately near 10 acres in size. Both tracts are zoned A-2 Rural Agricultural and, while they are identified in record documents referencing a certificate of survey known as “H&L No. 9” (as lots 48 and 49), said survey is not a City of Norman approved subdivision. A copy of H&L No. 9 survey is

attached for review. No portion of either tract falls within Norman's adopted Stream Planning Corridor. This combined 20 acres mol is owned by the named Petitioners pursuant to the deeds attached hereto. Thus, the Petitioner's constitute 100% of the implicated ownership, and there is no portion of the subject property that is not represented in these proceedings.

Considerations Regarding Applicable Law

The Oklahoma statutory procedure for detaching territory from municipalities by petition is limited to "land which is within the limits of the municipality and upon its border and not laid out in lots and blocks." See § 21-110(A).

The Norman Public Works Department has confirmed that both parcels subject to the detachment Petition currently lie within Norman municipal boundaries. This land is not recognized as being "platted" in lots and blocks according to state law.

Oklahoma law also requires that the Petition be "signed by at least three-fourths (3/4) of the registered voters and by the owners of at least three-fourths (3/4), in value, of the property to be detached." See § 21-110(B)(1). Here, all known property owners are petitioners.

The Norman Public Works Department and City Attorney's office have evaluated the properties subject to the detachment Petition and have confirmed that this requirement appears to have been met by Petitions, as more than 3/4 of the property, in value (according to Cleveland County Assessor values), is owned by the Petitioner, as well as 3/4 in size. The Petition is signed by all three named Petitioners, who are in turn represented by legal counsel.

The City Clerk has reviewed the Petition and finds that it appears to be sufficient in form and as to the signatures. Norman's Public Works Department has reviewed the legal descriptions and confirmed that the parcels are correctly identified within the Petition. The City Attorney's office has verified compliance with state law, City Code and valid execution of the Petition in accordance therewith.

Finally, "[a]ny lands detached from a municipality and the owners thereof shall be liable to the municipality only for the cost of public improvements which may have been constructed on the detached lands at the expense of the municipality." See § 21-111.

City staff has reviewed the parcels and verified that neither benefitted from infrastructure improvements constructed at the expense of the City of Norman/NMA/NUA. While this detachment would result in a loss of potential future service area, if granted, the properties at issue are unlikely to have been serviced anytime soon. Thus, there are no objectionable circumstances identified by City Staff regarding the proposed detachment at this time.

Upon approval of an ordinance detaching municipal property, the mayor of said municipality "shall file and record a duly certified copy of the ordinance ... together with an accurate map or plat of the territory, in the office of the county clerk of the county in which the territory, or the greater portion of it, is located and with the Ad Valorem Division of the Oklahoma Tax Commission." See § 21-112.

RECOMMENDATION:

All implicated city departments have reviewed the Petition for Detachment and have verified that all requirements have been met and that this matter is ripe for consideration by City Council, which may approve, deny or defer its decision on Ordinance No. O-2526-37. In the case of approval, City Staff recommends the filing of O-2526-37, and the map exhibit attached thereto, with the Cleveland County Clerk and the Ad Valorem Division of the Oklahoma Tax Commission.

Reviewed By: Darrel Pyle, City Manager
Jamie Meyer, Deputy City Clerk
Rick Knighton, City Attorney
Jane Hudson, Director of Planning and Community Development
Scott Sturtz, Director of Public Works
Chris Mattingly, Director of the Norman Utilities Authority

Petition for Detachment

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2526-37: AN ORDINANCE APPROVING REQUESTED DETACHMENT OF CERTAIN PROPERTY LOCATED AT 2800 AND 2801 HENSLEY ROAD IN CITY OF NORMAN, OKLAHOMA.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. GIS of Properties
4. Warranty Deed
5. Joint Tenancy Quitclaim Deed
6. Signed Petition for Detachment
7. H&L No.9
8. First Affidavit of Publication
9. Second Affidavit of Publication

Staff Presentation

Beth Muckala, Assistant City Attorney, presented the Petition for Detachment.

Commissioner McKown asked Ms. Muckala to explain the reasons and advantages of de-annexing a property.

Ms. Muckala explained properties within the City of Norman are subject to City regulations, including zoning, building, and development codes. If the property were de-annexed, it would become unincorporated county property, which is subject to significantly fewer regulations.

Commissioner Bird added that taxes and bonds are also affected by de-annexation.

Commissioner McKown asked whether the property currently receives any benefits from the City.

Ms. Muckala stated no City infrastructure has been installed on the property. She noted that while the property does receive certain City services, those services are separate and can be addressed independently, even if the property is de-annexed.

Commissioner Bird asked whether there are areas within the City of Norman that are serviced by Moore utilities and areas outside City limits that are serviced by Norman utilities.

Ms. Muckala replied she was unsure of specific examples but explained that cities may provide services outside their boundaries through contractual agreements. She encouraged the Commission not to make utilities part of the detachment process, as utility service decisions are made by the respective utilities departments based on feasibility in each individual case.

Applicant Presentation

James Carlton, representative of the applicant, presented the Petition for Detachment.

Mr. Carlton stated the applicant is seeking de-annexation from the City of Norman because they believe they receive no benefits from being within the City limits while remaining subject to certain restrictions, such as those affecting contractors. He explained these restrictions make it more difficult to complete projects and increase the overall cost of those projects due to the property's location within the City limits.

Public Comments

No public comments.

Planning Commission Discussion

No further discussion from commission.

Motion to approve made by Commissioner Griffith, **Seconded** by Commissioner Kindel. Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2526-37.

File Attachments for Item:

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-22 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-426 TO INCLUDE CONSUMPTION OF MARIJUANA; INHALING SECONDHAND MARIJUANA SMOKE AND OPEN CONTAINER THAT CONTAINS MARIJUANA IN PASSENGER AREA OF MOTOR VEHICLE



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: JEANNE SNIDER, ASSISTANT CITY ATTORNEY

PRESENTER: JEANNE SNIDER, ASSISTANT CITY ATTORNEY

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-22 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-426 TO INCLUDE CONSUMPTION OF MARIJUANA; INHALING SECONDHAND MARIJUANA SMOKE AND OPEN CONTAINER THAT CONTAINS MARIJUANA IN PASSENGER AREA OF MOTOR VEHICLE

BACKGROUND:

Public consumption of marijuana and exposure to secondhand marijuana smoke present health risks and regulatory challenges similar to those associated with public tobacco use. A recent state law, Oklahoma Senate Bill 786, took effect on November 1, 2025, and specifically addresses these concerns within the context of motor vehicle operation.

DISCUSSION:

Alcohol, marijuana, and other drugs can affect driving by slowing coordination, reaction time, and judgment. Each year thousands of Americans die in traffic crashes, with impairment being the second leading factor after speeding. These facts highlight the need for policies that promote responsible use and safe driving, ensuring public safety without discouraging lawful marijuana consumption.

Under SB 786, it will be unlawful for a person operating a motor vehicle on a public highway, street, or alley to consume marijuana, including medical marijuana. The law also prohibits inhaling secondhand marijuana smoke from another person's consumption while operating a vehicle. This means that both active use and passive exposure to marijuana smoke are prohibited for drivers.

The legislation further prohibits possession of an open container of marijuana within the passenger area of a motor vehicle. An open container is defined as any container whose seal is broken, has been opened, or is otherwise not fully sealed in its original packaging. The passenger area includes all portions of the vehicle accessible to occupants, excluding a locked truck or other enclosed compartment.

RECOMMENDATION:

Staff recommends adoption of O-2526-22 consistent with this new state law to regulate the public consumption of marijuana and exposure to secondhand marijuana smoke. Such alignment would

support public health objectives, provide clear enforcement authority, and maintain consistency with state law once it becomes effect.

**CITY OF NORMAN
ORDINANCE O-2526-22**

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-426 TO INCLUDE CONSUMPTION OF MARIJUANA; INHALING SECONDHAND MARIJUANA SMOKE AND OPEN CONTAINER THAT CONTAINS MARIJUANA IN PASSENGER AREA OF MOTOR VEHICLE

WHEREAS, public consumption of marijuana and exposure to secondhand marijuana smoke present health risks and regulatory challenges similar to those associated with public tobacco use; and

WHEREAS, alcohol, marijuana, and other drugs can affect driving by slowing coordination, reaction time, and judgment; and

WHEREAS, each year thousands of Americans die in traffic crashes, with impairment being the second leading factor after speeding; these facts highlight the need for policies that promote responsible use and safe driving, ensuring public safety without discouraging lawful marijuana consumption; and

WHEREAS, a recent state law, Oklahoma Senate Bill 786, will take effect on November 1, 2025, and specifically addresses these concerns within the context of motor vehicle operations; and

WHEREAS, under SB 786, it will be unlawful for a person operating a motor vehicle on a public highway, street or alley to consume marijuana, including medical marijuana; prohibits inhaling secondhand marijuana smoke from another person's consumption while operating a vehicle; and prohibits possession of an open container of marijuana within the passenger area of a motor vehicle; and

WHEREAS, adoption of this ordinance ensures the City's municipal code remains consistent with state law.

NOW THEREFORE, be it ordained by the City Council of the City of Norman, in the State of Oklahoma, as follows:

SECTION 1: **AMENDMENT** “32-426 Driving--Transportation Of Alcoholic Beverages” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

32-426 Driving--Transportation Of Alcoholic Beverages

No person shall transport in any vehicle upon any public street or alley any alcoholic beverage

unless such is:

- (a) In an unopened original container with seal unbroken and the original cap or cork not removed from the container; or
- (b) The container is in the trunk or other closed compartment out of public view and inaccessible to the driver or any other occupant while the vehicle is in motion or while the driver is in actual physical control.

(Code 1976, § 20-527; Ord. No. O-9394-48; Ord. No. O-9697-26; Ord. No. O-1819-8, § 11)

AFTER AMENDMENT

32-426 Driving--Transportation ~~of~~ Alcoholic Beverages and Consumption of Marijuana

1. No person shall transport in any vehicle upon any public street or alley any alcoholic beverage unless such is:

- (a) In an unopened original container with seal unbroken and the original cap or cork not removed from the container; or
- (b) The container is in the trunk or other closed compartment out of public view and inaccessible to the driver or any other occupant while the vehicle is in motion or while the driver is in actual physical control.

2. It shall be unlawful to consume marijuana or inhale secondhand marijuana smoke due to another person's consumption of marijuana while operating a motor vehicle on a public highway, street, or alley. A person operating a motor vehicle on a public highway, street, or alley shall not possess any open container that contains marijuana in the passenger area of the motor vehicle.

(Code 1976, § 20-527; Ord. No. O-9394-48; Ord. No. O-9697-26; Ord. No. O-1819-8, § 11)

SECTION 2: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

PASSED AND ADOPTED BY THE CITY OF NORMAN CITY COUNCIL

AYE

NAY

ABSENT

ABSTAIN

Presiding Officer

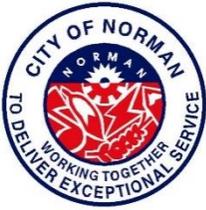
Attest

Stephen T. Holman, Mayor, City of
Norman

Jamie Meyer, City Clerk, City of
Norman

File Attachments for Item:

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-41 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-509 TO INCLUDE PROHIBITING THE USE OF HANDHELD ELECTRONIC DEVICES WHILE OPERATING A MOTOR VEHICLE IN DESIGNATED SCHOOL ZONES AND ACTIVE CONSTRUCTION WORK ZONES



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: JEANNE SNIDER, ASSISTANT CITY ATTORNEY

PRESENTER: JEANNE SNIDER, ASSISTANT CITY ATTORNEY

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-41 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-509 TO INCLUDE PROHIBITING THE USE OF HANDHELD ELECTRONIC DEVICES WHILE OPERATING A MOTOR VEHICLE IN DESIGNATED SCHOOL ZONES AND ACTIVE CONSTRUCTION WORK ZONES

BACKGROUND:

The Oklahoma Legislature enacted House Bill 2263 (codified in 47 O.S. § 11-901d), which prohibits the use of handheld electronic devices while operating a motor vehicle in designated school zones and active construction or maintenance work zones. The law became effective November 1, 2025. This ordinance will allow local law enforcement to issue citations in municipal court, improving safety near schools and construction areas.

DISCUSSION:

The proposed ordinance amendment makes it unlawful for any driver to operate a motor vehicle while manually using, holding, or supporting a handheld electronic device (including cell phones, tablets, or similar devices) within a marked school zone during posted hours or an active construction zone where workers are present. Violations would be considered a traffic offense, punishable by a total fine and court costs of not more than \$100.

Exceptions include use of a hands-free or voice-activated system, emergency communication to law enforcement, fire, or medical personnel and emergency vehicle operators performing official duties. It also requires that the driver consent to an officer confiscating the phone to determine if a violation occurred. The goal of this ordinance is to reduce distractions that lead to crashes, keep road workers safe, and protect school children and crossing guards in school zones.

RECOMMENDATION:

To ensure consistency with state law and enhance local enforcement within the city limits, staff recommends adoption of the proposed ordinance amendment prohibiting the use of handheld electronic devices while operating a motor vehicle in an active construction zone or designated school zone.

**CITY OF NORMAN
ORDINANCE O-2526-41**

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING SECTION 32-509 TO INCLUDE PROHIBITING THE USE OF HANDHELD ELECTRONIC DEVICES WHILE OPERATING A MOTOR VEHICLE IN DESIGNATED SCHOOL ZONES AND ACTIVE CONSTRUCTION WORK ZONES.

WHEREAS, distracted driving is a serious issue that leads to crashes, and injury to construction workers, school children and school crossing guards; and

WHEREAS, a recent state law, Oklahoma House Bill 2263, that took effect on November 1, 2025, addresses the safety concerns of construction workers, school children and school crossing guards; and

WHEREAS, HB 2263 prohibits the use of handheld electronic devices, tablets, or similar devices within a marked school zone and during posted hours or an active construction zone where workers are present; and

WHEREAS, adoption of this ordinance ensures the City's municipal code remains consistent with state law.

NOW THEREFORE, be it ordained by the City Council of the City of Norman, in the State of Oklahoma, as follows:

SECTION 1: AMENDMENT “32-509 Unlawful Operation Of A Motor Vehicle While Texting” of the City of Norman Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

32-509 Unlawful Operation Of A Motor Vehicle While Texting

- (a) It shall be unlawful for any person to operate a motor vehicle on any street or highway within the State while using a hand-held electronic communication device to manually compose, send or read an electronic text message while the motor vehicle is in motion.
- (b) Any person who violates the provisions of subsection (a) of this section shall, upon conviction, be punished by a fine of not more than \$100.00.
- (c) The provisions of subsection (a) of this section shall not apply if the person is using the cellular telephone or electronic communication device for the sole purpose of communicating with any of the following regarding an imminent emergency situation:
 - (1) An emergency response operator;
 - (2) A hospital, physician's office or health clinic;
 - (3) A provider of ambulance services;

- (4) A provider of firefighting services; or
 - (5) A law enforcement agency.
- (d) For the purpose of this section:
- (1) Cellular telephone means an analog or digital wireless telephone authorized by the Federal Communications Commission to operate in the frequency bandwidth reserved for cellular telephones;
 - (2) Compose, send or read with respect to a text message means the manual entry, sending or retrieval of a text message to communicate with any person or device;
 - (3) The term "electronic communication device" means an electronic device that permits the user to manually transmit a communication of written text by means other than through an oral transfer or wire communication. This term "electronic communication device" does not include a device that is physically or electronically integrated into a motor vehicle or a voice-operated global positioning or navigation system that is affixed to a motor vehicle, or a hands-free device that allows the user to write, send or read a text message without the use of either hand except to activate, deactivate or initiate a feature or function; and
 - (4) Text message includes a text-based message, instant message, electronic message, photo, video or electronic mail.

(Code 1976, § 20-609; Ord. No. O-1516-13, § 4)

AFTER AMENDMENT

32-509 ~~Unlawful Operation Of A Motor Vehicle~~ Prohibited Use of an Electronic Device While Texting Driving

- (a) It shall be unlawful for any person to operate a motor vehicle on any street or highway within the ~~State~~ City while using a hand-held electronic communication device to manually compose, send or read an electronic text message while the motor vehicle is in motion.
- (b) Where any portion of a road, street, or highway is a properly marked school zone, as indicated with appropriate warning signs placed in accordance with the latest edition of the Manual on Uniform Traffic Control Devices, and a reduced speed limit is properly posted that is in effect during certain times due to the presence or potential presence of school children, or in a road construction zone, and while a motor vehicle is in motion, it shall be unlawful for any person to operate a motor vehicle on any street or highway within the City while:
 - (1) Using a hand-held electronic communication device or cellular telephone to manually compose, send, or read an electronic text message; or
 - (2) Holding or using a hand-held cellular telephone.
- (c) Any person who violates the provisions of subsection (a) or (b) of this section shall, upon conviction, be punished by a total fine and court costs of not more than \$100.00.
- (d) The provisions of subsection (a) or (b) of this section shall not apply if the person is

using the cellular telephone or electronic communication device for the sole purpose of communicating with any of the following regarding an imminent emergency situation:

- (1) An emergency response operator;
- (2) A hospital, physician's office or health clinic;
- (3) A provider of ambulance services;
- (4) A provider of firefighting services; or
- (5) A law enforcement agency.

(e) For the purpose of this section:

- (1) Cellular telephone means an analog or digital wireless telephone authorized by the Federal Communications Commission to operate in the frequency bandwidth reserved for cellular telephones;
- (2) Compose, send or read with respect to a text message means the manual entry, sending or retrieval of a text message to communicate with any person or device;
- (3) The term "electronic communication device" means an electronic device that permits the user to manually transmit a communication of written text by means other than through an oral transfer or wire communication. This term "electronic communication device" does not include a device that is physically or electronically integrated into a motor vehicle or a voice-operated global positioning or navigation system that is affixed to a motor vehicle, or a hands-free or voice-operated device that allows the user to write, send or read a text message without the use of either hand except to activate, deactivate or initiate a feature or function; an ignition interlock device that has been installed on a motor vehicle; or amateur radio use or operation; and
- (4) Text message includes a text-based message, instant message, electronic message, photo, video or electronic mail.

(f) A law enforcement officer shall not, without the consent of the person:

- (1) Confiscate a cellular telephone or electronic communication device for the purpose of determining compliance with this section;
- (2) Confiscate a cellular telephone or electronic communication device and retain it as evidence pending trial for a violation of this section; or
- (3) Extract or otherwise download information from a cellular telephone or electronic communication device for a violation of this section unless:
 - a. the law enforcement officer has probably cause to believe that the cellular telephone or electronic communication device has been used in the commission of a crime;
 - b. the information is extracted or otherwise downloaded under a valid search warrant; or
 - c. otherwise authorized by law.

(Code 1976, § 20-609; Ord. No. O-1516-13, § 4)

PASSED AND ADOPTED BY THE CITY OF NORMAN CITY COUNCIL

_____.

AYE

NAY

ABSENT

ABSTAIN

Presiding Officer

Attest

Stephen T. Holman, Mayor, City of
Norman

Jamie Meyer, City Clerk, City of
Norman

File Attachments for Item:

7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF ADJUSTMENT

TERM: 02-10-26 TO 12-22-28, TAYLOR DAVIS - WARD 4



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Mayor Stephen T. Holman

PRESENTER: Jamie Meyer, Interim City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF ADJUSTMENT

TERM: 02-10-26 TO 12-22-28, TAYLOR DAVIS - WARD 4

Taylor Davis is replacing Micky Webb.

File Attachments for Item:

8. CONSIDERATION OF ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE RECEIPT OF THE ANNUAL REPORT FROM NORMAN SPORTS COMMISSION TO THE BOARD OF PARK COMMISSIONERS



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE RECEIPT OF THE ANNUAL REPORT FROM NORMAN SPORTS COMMISSION TO THE BOARD OF PARK COMMISSIONERS

BACKGROUND:

The "Room Tax" Fund is a Special Revenue Fund established to separately account for the tax on the gross revenues of hotel and motel establishments. According to Ordinance Number O-7980-58, which passed in May 1980, the revenues are to be set aside and "used exclusively for the purpose of encouraging, promoting, and fostering convention and tourism development of the City of Norman. Uses in parks development and in promotion of arts and humanities are thus contemplated. The formula for distribution of revenue from this tax is as follows: Administrative Fee (City of Norman): 4% of Balance; Parks Development (City of Norman): 25% of Balance; Arts & Humanities (Norman Arts Council): 25% of Balance; and Convention & Tourism (Norman Convention & Visitors Bureau): 50% of Balance.

In 2023, the citizens of Norman approved an increase in the guest room tax, raising the rate from 5% to 8% allowing Visit Norman to establish the Norman Sports Commission. The additional funds from the rate increase would primarily support promoting sports tourism by attracting tournaments, meets, events, races, and competitions in Norman, as well as improving sports facilities.

DISCUSSION:

The Visit Norman/Norman Sports Commission gave its annual presentation to the Board of Park Commissioners on December 4, 2025. Their presentation included information about their events, economic impacts, FYE 2025 financials and budget, and FYE 2026 Strategic plan.

RECOMMENDATION:

It is recommended that the City Council accept the Visit Norman/Norman Sports Commission's annual report to the Board of Park Commissioners.

NORMAN

SPORTS





Day	Date	Location	Event	Contact Email	Contact Phone	Dylan Coverage
Saturday	1-Nov	Norman Optimist - Reaves Park - Baseball Fields	Thankful for Baseball	kimbasler51912@gmail.com	Kim - 405-919-8200	
Saturday	1-Nov	Norman Optimist - Reaves Park - Softball Fields	Still Spooky: 4GG: C Level	nocsoftballdirector@gmail.com		
Saturday	1-Nov	NYSA - Gillis-Rother	Norman Regional - Kick or Treat	ryan@oklahomaceltic.com		
Saturday	1-Nov	YFAC	YFAC Previews HS Basketball Jamboree	Kellen.a.mccoy@gmail.com		
Sunday	2-Nov	Norman Optimist - Reaves Park - Baseball Fields	Thankful for Baseball	kimbasler51912@gmail.com	Kim - 405-919-8200	
Sunday	2-Nov	Norman Optimist - Reaves Park - Softball Fields	Still Spooky: 4GG: C Level	nocsoftballdirector@gmail.com		
Friday	7-Nov	YFAC	SSC: November Invite	erika.raney@normanok.gov		
Saturday	8-Nov	Norman Optimist - Reaves Park - Baseball Fields	Fall Finale Grand Slam	kimbasler51912@gmail.com	Kim - 405-919-8200	
Saturday	8-Nov	Norman Optimist - Reaves Park - Softball Fields	Honor the Veterans: 4GG: C Level	nocsoftballdirector@gmail.com		
Saturday	8-Nov	YFAC	SSC: November Invite	erika.raney@normanok.gov		
Sunday	9-Nov	Norman Optimist - Reaves Park - Baseball Fields	Fall Finale Grand Slam	kimbasler51912@gmail.com	Kim - 405-919-8200	
Sunday	9-Nov	Norman Optimist - Reaves Park - Softball Fields	Honor the Veterans: 4GG: C Level	nocsoftballdirector@gmail.com		
Sunday	9-Nov	YFAC	SSC: November Invite	erika.raney@normanok.gov		
Friday	14-Nov	NYSA - Gillis-Rother	FFB Classic Cup Tournament	ryan@oklahomaceltic.com		
Saturday	15-Nov	NYSA - Gillis-Rother	FFB Classic Cup Tournament	ryan@oklahomaceltic.com		
Sunday	16-Nov	NYSA - Gillis-Rother	FFB Classic Cup Tournament	ryan@oklahomaceltic.com		
Saturday	22-Nov	YFAC	Fadeaway Hoops Turkey Tip off	Kellen.a.mccoy@gmail.com		Dylan
Sunday	23-Nov	YFAC	Fadeaway Hoops Turkey Tip off	Kellen.a.mccoy@gmail.com		Dylan
Friday	5-Dec	YFAC	SOS Basketball Showcase(Championship Court)	Kellen.a.mccoy@gmail.com		
Saturday	6-Dec	YFAC	SOS Basketball Showcase(Championship Court)	Kellen.a.mccoy@gmail.com		
Sunday	7-Dec	YFAC	Bike Drive	Kellen.a.mccoy@gmail.com		
Thursday	11-Dec	YFAC	NPS Joe Lawson BBALL Invitational(@NHS/NNHS)	Kellen.a.mccoy@gmail.com		
Thursday	11-Dec	YFAC	YFAC Winter Basketball Preseason Tournament (TBD)	Kellen.a.mccoy@gmail.com		
Friday	12-Dec	YFAC	YFAC Winter Basketball Preseason Tournament (TBD)	Kellen.a.mccoy@gmail.com		
Friday	12-Dec	YFAC	SSC: Sleigh Bells (14 & Under Meet)Swim	erika.raney@normanok.gov		Dylan
Saturday	13-Dec	YFAC	YFAC Winter Basketball Preseason Tournament (TBD)	Kellen.a.mccoy@gmail.com		
Saturday	13-Dec	YFAC	SSC: Sleigh Bells (14 & Under Meet)Swim	erika.raney@normanok.gov		
Sunday	14-Dec	YFAC	YFAC Winter Basketball Preseason Tournament (TBD)	Kellen.a.mccoy@gmail.com		
Sunday	14-Dec	YFAC	SSC: Sleigh Bells (14 & Under Meet)Swim	erika.raney@normanok.gov		
Saturday	20-Dec	YFAC	Fadeaway Hoops	kellen.a.mccoy@gmail.com		
Sunday	21-Dec	YFAC	Fadeaway Hoops	kellen.a.mccoy@gmail.com		
Saturday	3-Jan	YFAC	Adaptive Wheel chair Basketball Tournament	kellen.a.mccoy@gmail.com		Dylan
Sunday	4-Jan	YFAC	Adaptive Wheel chair Basketball Tournament	kellen.a.mccoy@gmail.com		Dylan
Friday	6-Jan	YFAC	USA Catchball	Phil@NormanSports.Org		Dylan
Saturday	7-Jan	YFAC	USA Catchball	Phil@NormanSports.Org		Dylan
Sunday	8-Jan	YFAC	USA Catchball	Phil@NormanSports.Org		Dylan
Saturday	9-Jan	YFAC	Special Olympics of Oklahoma (volleyball/Basketball)	kellen.a.mccoy@gmail.com		Dylan
Sunday	10-Jan	YFAC	Special Olympics of Oklahoma (volleyball/Basketball)	kellen.a.mccoy@gmail.com		Dylan
Friday	16-Jan	YFAC	MBA MLK Basketball Tournament	kellen.a.mccoy@gmail.com		
Saturday	17-Jan	YFAC	MBA MLK Basketball Tournament	kellen.a.mccoy@gmail.com		
Sunday	18-Jan	YFAC	MBA MLK Basketball Tournament	kellen.a.mccoy@gmail.com		
Saturday	24-Jan	YFAC	Rise/YFAC Volleyball Tournament	kellen.a.mccoy@gmail.com		
Saturday	31-Jan	NYSA - Gillis-Rother	U.S.Soccer D Coaching Course	ryan@oklahomaceltic.com		
Saturday	31-Jan	YFAC	Fadeaway Winter Classic	kellen.a.mccoy@gmail.com		Dylan

Upcoming Events

Economic Impact Snapshot

Start Date	End Date	Location	Event	Contact Email	Contact Phone	Total Rooms	Rooms/Day	Business Sales (Total)	Net Direct Local Tax ROI	Bed
4-Jul	6-Jul	YFAC	Premier Basketball Tournaments July 2025			810	405	\$ 569,669.82	\$ 26,481.44	\$ 9,655.20
9-Jul	13-Jul	YFAC	OK Fadeaway Hoops Nationals '25			2568	642	\$ 2,001,478.05	\$ 71,220.99	\$ 30,610.56
18-Jul	20-Jul	YFAC	Evolve Events Tournament			570	285	\$ 613,483.77	\$ 28,088.89	\$ 10,208.00
14-Nov	16-Nov	NYSA - Gillis-Rother	NYSA CLASSIC CUP			1800	900	\$ 1,344,037.25	\$ 56,346.40	\$ 21,456.00
1-Aug	3-Aug	YFAC	MAYB Girls National Basketball Tournament '25			6600	2200	\$ 4,508,878.06	\$ 216,505.13	\$ 78,672.00



Mission Statement

"Elevating Norman's profile by bringing visitors, energy, and community pride through premier sports events."

 **DOWNLOAD
PDF**



VisitNorman Strategic Plan: Fiscal Year 2026

Introduction

VisitNorman, the official destination marketing organization for Norman, Oklahoma, is committed to enhancing tourism, economic impact, and community engagement through strategic initiatives. The Fiscal Year 2026 (FY26) Strategic Plan outlines a comprehensive approach to marketing, group sales, and sports tourism, positioning Norman as a premier destination for visitors, events, and meetings. This plan integrates key components from the marketing and communications program, sports commission efforts, and group sales strategy to ensure cohesive and effective execution.

Marketing & Communications Strategy

FY26 will be a transformative year for VisitNorman, focusing on building a content-driven marketing strategy, optimizing paid media, and expanding regional and national visibility. Our initiatives will align with industry best practices, leveraging visitor data from Zartico, enhancing our new website (launching in Q2), and refining our paid media efforts to increase overnight stays and visitor engagement.

Fiscal Year 2026 - Annual Plan of Work

Signature Events

Click on Logo for Further Information



Norman's Annual Race



Professional Annual Cycling



Hall of Fame

Norman's Gala-Style
Celebration

VisitNorman Fiscal Year 2026 Budget

	FY'26 Budget	FY'26 Budget	FY'26 YTD Actual
Revenue			
Transient Guest Tax	\$2,070,000.00		
Advertising	\$55,000.00		
Special Event Revenue	\$200,000.00		
Interest	\$48,000.00		
Souvenirs	\$5,000.00		
Total Revenue	\$2,378,000.00		

Fiscal Year 2026 Budget

Consumer Advertising/Marketing	\$146,328.00
Data/Research	\$90,000.00
OTRD (State Tourism) Partnership	\$27,025.00
Sooner Sports Partnership	\$100,000.00
VisitNorman Marketing Campaigns	\$89,000.00
Norman Sports Marketing Campaigns	\$45,000.00
VisitNorman Paid Media	\$79,500.00
Norman Sports Paid Media	\$25,000.00
Local Event Sponsorships	\$36,000.00
Visitor's Guide & Distribution	\$73,195.00
Website Platform & Hosting	\$70,500.00
Email Marketing	\$4,000.00
Marketing Software	\$8,000.00



Current Board Members

- Kyle Allison, Allison Fun Inc., Chair
- Brady T. Sexton, Scratch Kitchen & Cocktails, Treasurer
- Cameron Brewer, The Standard, Past Chair
- Scott Kovalick, Embassy Suites Hotel & Conference Center
- Amanda Prince, Young Family Athletic Center
- Gary Armstrong, University of Oklahoma Facilities
- James Howard, Baked Bear
- Trey Bates, HeyDay Entertainment Center
- Caitlin Fournier, OU Athletics Community Relations
- Steve Gillis, Norman Youth Soccer Association
- Paul Ziert, Bart Conner Gymnastics Academy
- Dennis Brigham, Norman Arts Council designee
- Tim Hightower (filling in for T.D. O’Hara), Norman Public Schools
- Stacey Reynolds, University of Oklahoma designee
- Dr. Vytas Ringus, Norman physician
- Jeff Stewart, O’Connell’s Irish Pub and Grille
- Justin George, NOUN Hotel
- Justin Yahola, Riverwind Casino
- Shelley Cox, Cayman’s
- Josh Hinkel, City Council designee, ex-officio
- Brenda Hall, City of Norman, ex-officio
- Scott Martin, Chamber of Commerce, ex-officio
- Kenny Adams, Cleveland County Economic Development Coalition, ex-officio
- Jason Olsen, City of Norman Parks and Recreation Department, ex-officio



Thank You!

Trent Brown
trent@normansports.org

[LEARN MORE](#)

Norman Convention and Visitors Bureau, Inc

Item 8.

Statement of Financial Position

As of June 30, 2025

	JUN 30, 2024	JUL 2024 - JUN 2025
ASSETS		
Current Assets		
Bank Accounts		
100 Armstrong 6267	83,058.99	84,030.05
102 FUB 6299	650,277.96	154,861.83
103 FUB MM 6272	126,500.16	994,450.56
104 CD	159,841.59	0.00
107 Petty Cash	1,385.00	1,440.00
Total Bank Accounts	\$1,021,063.70	\$1,234,782.44
Accounts Receivable		
120 *Accounts Receivable	51,334.00	4,348.00
Total Accounts Receivable	\$51,334.00	\$4,348.00
Other Current Assets		
1200 Accounts Receivable	9,500.00	0.00
170 Prepaid Expenses	6,085.68	2,333.36
170-1 Prepaid Insurance	528.98	440.81
Total Other Current Assets	\$16,114.66	\$2,774.17
Total Current Assets	\$1,088,512.36	\$1,241,904.61
Fixed Assets		
150 Fixed Assets		
151 Furniture & Fixtures	17,600.71	20,779.27
152 Leasehold Improvements	6,130.00	6,130.00
153 Machinery & Equipment	3,923.23	10,426.50
154 Vehicle	67,091.12	48,181.18
155 Computer Equipment	17,196.44	20,030.44
160 Accumulated Depreciation	-99,533.95	-83,586.33
Total 150 Fixed Assets	12,407.55	21,961.06
Total Fixed Assets	\$12,407.55	\$21,961.06
Other Assets		
185 Website	45,500.00	45,500.00
190 Accumulated Amortization	-25,277.72	-40,444.28
Total Other Assets	\$20,222.28	\$5,055.72
TOTAL ASSETS	\$1,121,142.19	\$1,268,921.39
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200 *Accounts Payable	86,301.73	165,622.32
Total Accounts Payable	\$86,301.73	\$165,622.32
Credit Cards		
198 Arvest Credit Card 4021	11,962.98	2,430.66
Total Credit Cards	\$11,962.98	\$2,430.66
Other Current Liabilities		

	JUN 30, 2024	JUL 2024 -	Item 8.
205 Payroll Liabilities	0.00		0.00
206 Federal Withholding Payable	6,048.93		95.48
209 State Withholding Payable	851.00		9.00
211 State Unemployment	185.25		1.88
220 401(k)	2,042.51		1,898.44
223 Health Insurance	0.00		-739.86
Dental Insurance			44.44
Vision Insurance			-7.07
Total 205 Payroll Liabilities	9,127.69		1,302.31
215 Compensated Absences Payable	21,503.03		21,503.03
229 IRA Payable	5,445.87		0.00
230 United Way Payable	430.92		19.57
Direct Deposit Payable	0.00		567.26
Total Other Current Liabilities	\$36,507.51		\$23,392.17
Total Current Liabilities	\$134,772.22		\$191,445.15
Long-Term Liabilities			
253 SBA Loan #1 and #2	298,806.09		284,830.79
Total Long-Term Liabilities	\$298,806.09		\$284,830.79
Total Liabilities	\$433,578.31		\$476,275.94
Equity			
1110 Ret Earnings	0.00		0.00
302 Unrestricted Assets	218,002.66		687,563.88
Net Revenue	469,561.22		105,081.57
Total Equity	\$687,563.88		\$792,645.45
TOTAL LIABILITIES AND EQUITY	\$1,121,142.19		\$1,268,921.39

Norman Convention and Visitors Bureau, Inc

Item 8.

Statement of Activity

June 2025

	TOTAL
Revenue	
400 Transient Guest Tax	
401 City of Norman Tax	176,640.66
Total 400 Transient Guest Tax	176,640.66
410 Interest Revenue	4,104.56
415 Special Events Income	5,134.16
Total Revenue	\$185,879.38
GROSS PROFIT	\$185,879.38
Expenditures	
605 Research	85,387.00
610 ConsumerAdvertising / Marketing	12,016.67
610-12 Marketing Campaign	9,560.32
610-12.2 VisitNorman Marketing	186.33
Total 610-12 Marketing Campaign	9,746.65
610-8 SEO/SEM	6,845.87
610-9 Marketing Software	5.99
610.2 Simpleview website and app	39,675.00
Total 610 ConsumerAdvertising / Marketing	68,290.18
612 Convention Services	525.98
614 Printed Materials	
614-2 Other Printing	187.01
Total 614 Printed Materials	187.01
618 Conference, Sports and Groups Marketing	14,270.01
618-1.1 Sales Expense - Meals/Entertain	525.30
618-1.2 Sports Expense - Meals/Entertain	415.93
618-13 Locally Owned/Created Events	42,725.19
618-2 Site tour expense	16.15
618-3 Sports Promotional Items	2,611.48
618-4 CRM Software	134.90
618-5 Conferences and Tradeshow	3,892.64
618-5.01 OSAE Conference	100.00
618-5.11 Sports ETA Symposium expenses	599.00
Total 618-5 Conferences and Tradeshow	4,591.64
618-9 Convention	-600.00
Total 618 Conference, Sports and Groups Marketing	64,690.60
619 Affiliation / Memberships	5,799.75
619-05 OK Travel Industry Association	300.00
619-15 Cities of the SEC	299.09
Total 619 Affiliation / Memberships	6,398.84
620 Relationship Marketing	12.19
620-9 Affiliation Expenses	
620-91 Dues	85.00
620-92 Meals	840.54

Total 620-9 Affiliation Expenses	925.34
Total 620 Relationship Marketing	937.73
621 Retail Center	4.08
640 Operations/Administration	
640-02 Auto Expense	520.32
640-03 Board Meeting Expense	984.70
640-04 Bank Fees	94.20
640-06 Insurance/GL, Prop, WC	916.17
640-07 Rent	6,043.00
640-10 Supplies	275.60
640-11 Subscriptions	2,645.45
640-12 Telephone/Internet	1,150.61
640-15 Legal/Accounting	1,580.00
640-16 Copier/Postage lease	518.09
640-17 Depreciation Expense	246.86
640-24 Parking	1.70
640-25 Amortization	1,263.88
Total 640 Operations/Administration	16,240.58
660 Personnel Expenses	
660-1 Salaries & Wages	23,033.32
660-2 Payroll Taxes	3,809.83
660-4 Health Insurance	794.24
660-5 IRA	1,704.83
660-6 Life Ins.	566.63
Total 660 Personnel Expenses	29,908.85
Total Expenditures	\$272,570.85
NET OPERATING REVENUE	\$ -86,691.47
NET REVENUE	\$ -86,691.47

Norman Convention and Visitors Bureau, Inc

Item 8.

Statement of Activity

July 2024 - June 2025

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	TOTAL
Revenue													
400 Transient Guest Tax													\$0.00
401 City of Norman Tax	176,640.70	176,640.66	176,640.66	176,640.70	178,364.66	176,640.66	176,640.66	176,640.66	176,640.66	176,640.66	176,640.66	176,640.66	\$2,121,412.00
Total 400 Transient Guest Tax	176,640.70	176,640.66	176,640.66	176,640.70	178,364.66	176,640.66	\$2,121,412.00						
410 Interest Revenue	1,160.71	2,457.78	2,895.84	2,963.91	2,919.24	2,987.89	2,506.41	4,447.75	4,188.79	4,070.75	4,223.60	4,104.56	\$38,927.23
411 Advertising Revenue										500.00			\$500.00
415 Special Events Income	25.00	33,250.00	2,200.00							10,320.00	11,232.28	5,134.16	\$62,161.44
418 Cooperative Marketing	105.00												\$105.00
419 Trade Show			3,992.50										\$3,992.50
420 Sales	21,474.00	4,090.00		-226.00					1,650.00		1,314.00		\$28,302.00
421 Run Sign Up Revenue					305.00	2,054.50	5,213.50	7,288.20	7,098.83	40.00			\$22,000.03
Total Revenue	\$199,405.41	\$216,438.44	\$185,729.00	\$179,378.61	\$181,588.90	\$181,683.05	\$184,360.57	\$188,376.61	\$189,578.28	\$191,571.41	\$193,410.54	\$185,879.38	\$2,277,400.20
GROSS PROFIT	\$199,405.41	\$216,438.44	\$185,729.00	\$179,378.61	\$181,588.90	\$181,683.05	\$184,360.57	\$188,376.61	\$189,578.28	\$191,571.41	\$193,410.54	\$185,879.38	\$2,277,400.20
Expenditures													
605 Research	104,946.54	7,423.27	8,484.06	12,729.47							670.80	85,387.00	\$219,641.14
606 Venue Improvement Fund				57,800.00	9,700.00	750.00			8,484.40				\$76,734.40
610 ConsumerAdvertising / Marketing	23,049.17	15,615.04	16,368.95	14,846.37	12,114.45	11,274.17	8,528.77	4,228.11	3,683.33	9,559.85	12,137.22	12,016.67	\$143,422.10
610-11 Local event sponsorship	950.00	1,500.00	1,000.00	500.00	5,000.00		1,050.00			4,000.00	5,000.00		\$19,000.00
610-12 Marketing Campaign	962.94	4,273.73	3,325.00	147.00	593.00	78.90	325.00			7,199.22	3,505.99	9,560.32	\$29,971.10
610-12.2 VisitNorman Marketing							3,000.00					186.33	\$3,186.33
Total 610-12 Marketing Campaign	962.94	4,273.73	3,325.00	147.00	593.00	78.90	3,325.00			7,199.22	3,505.99	9,746.65	\$33,157.43
610-13 Visitors Guide							38,038.74						\$38,038.74
610-3 Sooner Sports Properties	110.00	11,839.38	11,839.38	11,839.38	11,839.38	11,839.38	11,839.38		11,839.34	11,839.38	11,839.38		\$106,664.38
610-4 Leisure print advertising	3,235.00												\$3,235.00
610-4.2 Sports Digital Marketing						5,000.00		3,235.00					\$8,235.00
Total 610-4 Leisure print advertising	3,235.00					5,000.00		3,235.00					\$11,470.00
610-5 Visitor Guide Fulfillment	442.89	495.34	316.68	416.78									\$1,671.69
610-6 Digital Marketing		100.00	714.28			46.71							\$860.99
610-7 OTRD Sponsorship					2,900.00								\$2,900.00
610-8 SEO/SEM	5,670.00	2,783.33	10,783.33	5,233.34	10,783.33	6,268.33	6,845.83	2,845.83	6,845.83	6,845.83	6,845.83	6,845.87	\$78,596.68
610-9 Marketing Software	59.99	59.99	59.99	59.99	59.99	119.98		17.99	137.39	17.99		5.99	\$599.29
610.1 ITI Calendar	276.00	18,015.00	1,575.00								12,000.00		\$31,866.00
610.2 Simpleview website and app												39,675.00	\$39,675.00
Total 610 ConsumerAdvertising / Marketing	34,755.99	54,681.81	45,982.61	33,042.86	43,290.15	34,627.47	69,627.72	10,326.93	22,505.89	39,462.27	51,328.42	68,290.18	\$507,922.30
611 Leisure Trade Shows							1,000.00				725.00		\$1,725.00
611-1 Going On Faith Travel Conference AUG '24	1,595.00	458.46											\$2,053.46
611-3 ABA Marketplace FEB '25				2,635.95			850.54	1,007.82					\$4,494.31
Total 611 Leisure Trade Shows	1,595.00	458.46		2,635.95			1,850.54	1,007.82			725.00		\$8,272.77
612 Convention Services	1,453.77								2,530.18		1,959.36	525.98	\$6,469.29
613 Special Events Expense		12,761.88	22,992.20	21,754.64	5,257.14	12,073.88		1,805.00			308.42		\$76,953.16
613-1 Tourism Luncheon										4,115.48	48.90		\$4,164.38
Total 613 Special Events Expense		12,761.88	22,992.20	21,754.64	5,257.14	12,073.88		1,805.00		4,115.48	357.32		\$81,117.54
614 Printed Materials	529.44	3,912.05	1,080.00		609.96	62.58	233.28	380.00	141.34				\$6,948.65
614-1 Apparel	93.50	1,046.11	91.35		0.00		293.22			1,079.39			\$2,603.57
614-2 Other Printing							135.70			66.55		187.01	\$389.26
614-3 Sports Printing							1,823.86						\$1,823.86
Total 614 Printed Materials	622.94	4,958.16	1,171.35		609.96	1,886.44	662.20	380.00	141.34	1,145.94		187.01	\$11,765.34
617 Public Relations	164.27	242.87											\$407.14
617-1 Cision Database	6,326.42												\$6,326.42
617-3 Photography					185.00	41.34					90.00		\$316.34
617-4 Media Trips/"Blitzes" Giveaways & material	502.10												\$502.10
Total 617 Public Relations	6,992.79	242.87			185.00	41.34					90.00		\$7,552.00
618 Conference, Sports and Groups Marketing	25,976.67	13,716.67	18,860.00	13,719.19	14,085.17	13,931.67	14,323.00	15,783.39	19,386.67	15,021.20	14,125.02	14,270.01	\$193,198.66
618-1.1 Sales Expense - Meals/Entertain	1,043.21	1,762.33	1,658.76	1,996.41	3,101.13	261.07	930.51	6,088.71	1,326.09	1,508.00	483.79	525.30	\$20,685.31
618-1.2 Sports Expense - Meals/Entertain	119.58	96.52									66.69	415.93	\$698.72
618-10 Sports sponsorship/bid fees	269.89	5,430.11	2,878.87	3,250.00			1,050.00	5,200.00					\$18,078.87
618-13 Locally Owned/Created Events				12,500.00	51.99		23,730.23	20,703.38	41,995.66	14,624.50	55,157.76	42,725.19	\$211,488.71
618-14.1 Quarterly Hotel Meetings			685.44	685.43									\$1,370.87
618-15 Bid presentation expenses										9.73	621.18		\$630.91
618-2 Site tour expense							1,194.33			1,000.00		16.15	\$2,210.48
618-2.2 Site tour expense - Sports										46.07			\$46.07
Total 618-2 Site tour expense							1,194.33			1,046.07		16.15	\$2,256.55
618-3 Sports Promotional Items								671.75				2,611.48	\$3,283.23
618-4 CRM Software	808.33	1,658.33	808.33	22,958.33	19,500.00							134.90	\$45,868.22
618-5 Conferences and Tradeshows	398.10	7,433.51	4,592.09	14.00	695.93	3,316.95	21,798.96	1,831.36	3,248.18	265.74	2,632.37	3,892.64	\$50,119.83
618-5.01 OSAE Conference												100.00	\$100.00
618-5.05 US sports Congress expenses					757.91	1,991.91							\$2,749.82
618-5.07 TEAMS Expenses			11,968.13	1,205.01	129.36								\$13,302.50
618-5.08 Sports Relationships	2,065.00			1,453.27					2,034.90				\$5,553.17
618-5.11 Sports ETA Symposium expenses				554.40					561.37	2,435.72	406.98	599.00	\$4,557.47
618-5.12 Small Market Meetings Conference SEP'24	646.04		539.66										\$1,185.70
618-5.14 Connect Faith NOV '24					310.48								\$310.48
618-5.15 Connect Texas NOV '24					484.56								\$484.56
618-5.16 Destination Southwest DEC '24			263.35			675.12							\$938.47
618-5.18 Select Traveler Conference MAR '25						2,650.56			392.98				\$3,043.54
618-5.22 FEA MAY '25								608.38			903.91		\$1,512.29
Total 618-5 Conferences and Tradeshows	3,109.14	7,433.51	17,363.23	3,226.68	2,378.24	8,634.54	21,798.96	2,439.74	6,237.43	2,701.46	3,943.26	4,591.64	\$83,857.83
618-6 Groups Advertising										100.00			\$100.00
618-7 Local Prospecting	1,995.00							2,378.71					\$4,373.71
618-9 Convention	-5,000.00		3,513.52	175.00		285.00	3,750.00					-600.00	\$2,123.52
Total 618 Conference, Sports and Groups Marketing	28,321.82	30,097.47	45,768.15	58,511.04	39,116.53	23,112.28	66,777.03	53,265.68	68,945.85	35,010.96	74,397.70	64,690.60	\$588,015.11
619 Affiliation / Memberships	992.96		702.11		4,166.86		1,037.75	1,258.90	201.75	225.00	2,329.00	5,799.75	\$16,714.08
619-02 SGMP								400.00		</			

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	Item 8.
619-04 Sooner Centurion (EDC)						1,200.00							\$1,200.00
619-05 OK Travel Industry Association											105.00	300.00	\$405.00
619-06 Destination International		2,120.00	5,488.00			1,050.00				595.00			\$9,253.00
619-15 Cities of the SEC												299.09	\$299.09
Total 619 Affiliation / Memberships	992.96	2,120.00	6,190.11		4,166.86	2,250.00	1,037.75	1,658.90	201.75	820.00	2,434.00	6,398.84	\$28,271.17
620 Relationship Marketing	289.22	73.02	52.34	28.00	36.00	4,398.46				101.84	142.92	12.19	\$5,133.99
620-5 Postage						57.80			48.29				\$106.09
620-6 Web Site Expense						129.00							\$129.00
620-7 Marketing Expense	24.76												\$24.76
620-9 Affiliation Expenses													\$0.00
620-91 Dues	249.80	85.00	85.00		225.00		799.44		85.00	85.00	210.00	85.00	\$1,909.24
620-92 Meals	1,857.61	844.21	1,122.93	1,574.38	1,179.51	560.05	728.01	1,140.65	499.79	691.27	156.23	840.54	\$11,195.18
620-93 Other-Misc	150.00												\$150.00
Total 620-9 Affiliation Expenses	2,257.41	929.21	1,207.93	1,574.38	1,404.51	560.05	1,527.45	1,140.65	584.79	776.27	366.23	925.54	\$13,254.42
Total 620 Relationship Marketing	2,571.39	1,002.23	1,260.27	1,602.38	1,440.51	5,145.31	1,527.45	1,140.65	633.08	878.11	509.15	937.73	\$18,648.26
621 Retail Center	7.04											4.08	\$11.12
640 Operations/Administration													\$0.00
640-02 Auto Expense	1,098.08	637.16	486.87	2,092.62	616.91	4,270.05	175.43	238.03	288.70	276.43	1,331.80	520.32	\$12,032.40
640-03 Board Meeting Expense	695.21	901.24	364.00		409.00		757.80		425.00	782.47	706.88	984.70	\$6,026.30
640-04 Bank Fees	145.58	208.49	234.49	159.49	209.49	209.49	393.50	134.50	134.50	137.00	179.32	94.20	\$2,240.05
640-05 Maintenance/Repairs	463.13			172.91									\$636.04
640-06 Insurance/GL,Prop,WC	909.17	88.17	88.17	672.62	2,476.17	975.93	824.35	88.17	1,269.85	217.71	3,672.23	916.17	\$12,198.71
640-07 Rent	4,000.00	4,000.00	4,000.00	12,086.00		12,086.00	6,043.00	6,043.00	6,043.00	6,043.00	6,043.00	6,043.00	\$72,430.00
640-10 Supplies	503.14	40.79	290.76	715.20	158.14	535.36	235.49	649.49	809.11	240.62		275.60	\$4,453.70
640-11 Subscriptions	855.98	2,067.23	2,837.56	2,035.87	1,868.64	1,836.86	2,376.73	2,662.03	2,516.22	3,799.31	2,717.20	2,645.45	\$28,219.08
640-12 Telephone/Internet	837.80	901.34	1,554.29	450.50	980.47	962.37	697.01	1,099.64	1,384.28	705.24	1,032.51	1,150.61	\$11,756.06
640-14 Staff & Professional Developmen	2,878.68							518.00	717.37	3,061.98			\$7,176.03
640-15 Legal/Accounting	950.00	950.00	700.00	700.00	700.00	2,125.00	1,000.00	1,000.00	680.00	680.00	680.00	1,580.00	\$11,745.00
640-16 Copier/Postage lease	858.04	269.19	236.84	415.13	114.19	229.19	411.55	268.42	326.55	114.19	306.74	518.09	\$4,068.12
640-17 Depreciation Expense	246.86	246.86	246.86	246.86	246.86	246.86	246.86	246.86	246.86	246.86	246.86	246.86	\$2,962.32
640-19 Employee Mileage								181.00	11.54				\$192.54
640-21 Technology	67.45	2,189.07	2,963.97	291.53	167.44	134.90		624.26	266.11	1,039.92			\$7,744.65
640-22 Staff Expenses					15.76	330.19	140.44	600.11	390.46	633.00	268.30		\$2,378.26
640-24 Parking	162.84	76.15	161.51	77.98	107.79	131.47	3.81	51.93	80.99	195.04	17.00	1.70	\$1,068.21
640-25 Amortization	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	1,263.88	\$15,166.56
Total 640 Operations/Administration	15,935.84	13,839.57	15,429.20	21,380.59	9,334.74	25,337.55	14,569.85	15,669.32	16,854.42	19,436.65	18,465.72	16,240.58	\$202,494.03
645 Interest Expense							4,896.70						\$4,896.70
660 Personnel Expenses													\$0.00
660-1 Salaries & Wages	49,078.32	27,243.40	18,620.36	25,282.56	23,463.32	25,263.12	23,123.32	23,033.32	23,033.32	23,033.32	23,033.32	23,033.32	\$307,241.00
660-2 Payroll Taxes	7,383.34	4,308.04	4,115.81	3,709.21	2,773.58	2,752.55	3,622.73	3,244.80	3,197.66	3,673.76	3,779.65	3,809.83	\$46,370.96
660-4 Health Insurance	4,505.23	4,725.75	4,725.75	4,725.75	1,988.76		7,528.08	2,811.73	2,811.73	2,811.73	2,811.73	794.24	\$40,240.48
660-5 IRA	3,813.36	2,420.07	2,132.05	2,399.36	1,819.40	2,660.96	12,709.54	1,783.22	1,595.72	1,595.72	1,595.72	1,704.83	\$36,229.95
660-6 Life Ins.	584.45	584.45		584.45								566.63	\$2,319.98
Total 660 Personnel Expenses	65,364.70	39,281.71	29,593.97	36,701.33	30,045.06	30,676.63	46,983.67	30,873.07	30,638.43	31,114.53	31,220.42	29,908.85	\$432,402.37
Purchases	80.16	161.00			35.88								\$277.04
Total Expenditures	\$263,640.94	\$167,028.43	\$176,871.92	\$246,158.26	\$143,181.83	\$135,900.90	\$207,932.91	\$116,127.37	\$150,935.34	\$131,983.94	\$182,157.89	\$272,570.85	\$2,194,490.58
NET OPERATING REVENUE	\$ -64,235.53	\$49,410.01	\$8,857.08	\$ -66,779.65	\$38,407.07	\$45,782.15	\$ -23,572.34	\$72,249.24	\$38,642.94	\$59,587.47	\$11,252.65	\$ -86,691.47	\$82,909.62
Other Revenue													
Federal Tax Refund						275.00							\$275.00
Insurance Claim Proceeds										2,296.95			\$2,296.95
Total Other Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,296.95	\$0.00	\$2,571.95
Other Expenditures													
901 Gain (Loss) on Sale of Asset		-19,600.00											\$ -19,600.00
Total Other Expenditures	\$0.00	\$ -19,600.00	\$0.00	\$ -19,600.00									
NET OTHER REVENUE	\$0.00	\$19,600.00	\$0.00	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,296.95	\$0.00	\$22,171.95
NET REVENUE	\$ -64,235.53	\$69,010.01	\$8,857.08	\$ -66,779.65	\$38,407.07	\$46,057.15	\$ -23,572.34	\$72,249.24	\$38,642.94	\$59,587.47	\$13,549.60	\$ -86,691.47	\$105,081.57

Norman Convention and Visitors Bureau, Inc

Item 8.

Statement of Activity

July 2024 - June 2025

	TOTAL		
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PY)	CHANGE
Revenue			
400 Transient Guest Tax			
401 City of Norman Tax	2,121,412.00	2,026,750.00	94,662.00
Total 400 Transient Guest Tax	2,121,412.00	2,026,750.00	94,662.00
410 Interest Revenue	38,927.23	9,617.18	29,310.05
411 Advertising Revenue	500.00	1,300.00	-800.00
415 Special Events Income	62,161.44	8,764.03	53,397.41
418 Cooperative Marketing	105.00	245.00	-140.00
419 Trade Show	3,992.50		3,992.50
420 Sales	28,302.00	133,742.94	-105,440.94
421 Run Sign Up Revenue	22,000.03		22,000.03
Total Revenue	\$2,277,400.20	\$2,180,419.15	\$96,981.05
GROSS PROFIT	\$2,277,400.20	\$2,180,419.15	\$96,981.05
Expenditures			
605 Research	219,641.14	198,460.59	21,180.55
606 Venue Improvement Fund	76,734.40		76,734.40
610 ConsumerAdvertising / Marketing	143,422.10	65,336.03	78,086.07
610-11 Local event sponsorship	19,000.00	23,120.16	-4,120.16
610-12 Marketing Campaign	29,971.10	63,448.00	-33,476.90
610-12.2 VisitNorman Marketing	3,186.33		3,186.33
Total 610-12 Marketing Campaign	33,157.43	63,448.00	-30,290.57
610-13 Visitors Guide	38,038.74	21,113.17	16,925.57
610-3 Sooner Sports Properties	106,664.38	92,830.00	13,834.38
610-4 Leisure print advertising	3,235.00		3,235.00
610-4.2 Sports Digital Marketing	8,235.00		8,235.00
Total 610-4 Leisure print advertising	11,470.00		11,470.00
610-5 Visitor Guide Fulfillment	1,671.69	5,573.38	-3,901.69
610-6 Digital Marketing	860.99	3,340.00	-2,479.01
610-7 OTRD Sponsorship	2,900.00	7,727.44	-4,827.44
610-8 SEO/SEM	78,596.68	57,086.75	21,509.93
610-9 Marketing Software	599.29	594.90	4.39
610.1 ITI Calendar	31,866.00	60.00	31,806.00
610.2 Simpleview website and app	39,675.00		39,675.00
Total 610 ConsumerAdvertising / Marketing	507,922.30	340,229.83	167,692.47
611 Leisure Trade Shows	1,725.00		1,725.00
611-1 Going On Faith Travel Conference AUG '24	2,053.46		2,053.46
611-3 ABA Marketplace FEB '25	4,494.31		4,494.31
Total 611 Leisure Trade Shows	8,272.77		8,272.77
612 Convention Services	6,469.29	7,632.43	-1,163.14
613 Special Events Expense	76,953.16	34,636.90	42,316.26
613-1 Tourism Luncheon	4,164.38	130.50	4,033.88
Total 613 Special Events Expense	81,117.54	34,767.40	46,350.14

	TOTAL		Item 8.
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PY)	CHANGE
614 Printed Materials	6,948.65	17,724.54	-10,775.89
614-1 Apparel	2,603.57	837.12	1,766.45
614-2 Other Printing	389.26		389.26
614-3 Sports Printing	1,823.86		1,823.86
Total 614 Printed Materials	11,765.34	18,561.66	-6,796.32
615 Postage		526.97	-526.97
617 Public Relations	407.14	1,360.77	-953.63
617-1 Cision Database	6,326.42		6,326.42
617-3 Photography	316.34	1,378.00	-1,061.66
617-4 Media Trips/"Blitzes" Giveaways & material	502.10	6,527.30	-6,025.20
617-5 Website		28,916.66	-28,916.66
617-6 App		1,616.66	-1,616.66
Total 617 Public Relations	7,552.00	39,799.39	-32,247.39
618 Conference, Sports and Groups Marketing	193,198.66	40,992.97	152,205.69
618-1.1 Sales Expense - Meals/Entertain	20,685.31	18,223.16	2,462.15
618-1.2 Sports Expense - Meals/Entertain	698.72	310.45	388.27
618-10 Sports sponsorship/bid fees	18,078.87	24,293.42	-6,214.55
618-13 Locally Owned/Created Events	211,488.71		211,488.71
618-14.1 Quarterly Hotel Meetings	1,370.87		1,370.87
618-15 Bid presentation expenses	630.91		630.91
618-2 Site tour expense	2,210.48	1,372.68	837.80
618-2.2 Site tour expense - Sports	46.07		46.07
Total 618-2 Site tour expense	2,256.55	1,372.68	883.87
618-3 Sports Promotional Items	3,283.23	2,359.98	923.25
618-4 CRM Software	45,868.22	6,466.64	39,401.58
618-5 Conferences and Tradeshow	50,119.83	48,328.66	1,791.17
618-5.01 OSAE Conference	100.00	125.00	-25.00
618-5.05 US sports Congress expenses	2,749.82		2,749.82
618-5.07 TEAMS Expenses	13,302.50		13,302.50
618-5.08 Sports Relationships	5,553.17		5,553.17
618-5.11 Sports ETA Symposium expenses	4,557.47		4,557.47
618-5.12 Small Market Meetings Conference SEP'24	1,185.70		1,185.70
618-5.14 Connect Faith NOV '24	310.48		310.48
618-5.15 Connect Texas NOV '24	484.56		484.56
618-5.16 Destination Southwest DEC '24	938.47		938.47
618-5.18 Select Traveler Conference MAR '25	3,043.54		3,043.54
618-5.22 FEA MAY '25	1,512.29		1,512.29
Total 618-5 Conferences and Tradeshow	83,857.83	48,453.66	35,404.17
618-6 Groups Advertising	100.00		100.00
618-7 Local Prospecting	4,373.71	4,780.62	-406.91
618-8 Sales Blitz/Prospecting		193.22	-193.22
618-9 Convention	2,123.52	117,157.32	-115,033.80
Total 618 Conference, Sports and Groups Marketing	588,015.11	264,604.12	323,410.99
619 Affiliation / Memberships	16,714.08	9,712.08	7,002.00
619-02 SGMP	400.00		400.00
619-04 Sooner Centurion (EDC)	1,200.00		1,200.00
619-05 OK Travel Industry Association	405.00		405.00
619-06 Destination International	9,253.00	1,295.00	7,958.00
619-15 Cities of the SEC	299.09		299.09

	TOTAL		Item 8.
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PY)	CHANGE
Total 619 Affiliation / Memberships	28,271.17	11,007.08	17,264.09
620 Relationship Marketing	5,133.99	4,830.96	303.03
620-5 Postage	106.09	42.24	63.85
620-6 Web Site Expense	129.00		129.00
620-7 Marketing Expense	24.76		24.76
620-9 Affiliation Expenses			
620-91 Dues	1,909.24	655.00	1,254.24
620-92 Meals	11,195.18	3,770.29	7,424.89
620-93 Other-Misc	150.00		150.00
Total 620-9 Affiliation Expenses	13,254.42	4,425.29	8,829.13
Total 620 Relationship Marketing	18,648.26	9,298.49	9,349.77
621 Retail Center	11.12	941.82	-930.70
640 Operations/Administration		9,408.48	-9,408.48
640-02 Auto Expense	12,032.40	13,070.04	-1,037.64
640-03 Board Meeting Expense	6,026.30	1,968.23	4,058.07
640-04 Bank Fees	2,240.05	1,682.82	557.23
Credit Card Fees		803.58	-803.58
Total 640-04 Bank Fees	2,240.05	2,486.40	-246.35
640-05 Maintenance/Repairs	636.04	286.38	349.66
640-06 Insurance/GL, Prop, WC	12,198.71	3,510.02	8,688.69
640-07 Rent	72,430.00	40,197.00	32,233.00
640-09 Security Expense		20.00	-20.00
640-10 Supplies	4,453.70	9,984.97	-5,531.27
640-11 Subscriptions	28,219.08	8,259.88	19,959.20
640-12 Telephone/Internet	11,756.06	10,999.64	756.42
640-14 Staff & Professional Developmen	7,176.03	4,754.33	2,421.70
640-15 Legal/Accounting	11,745.00	26,959.98	-15,214.98
640-16 Copier/Postage lease	4,068.12	2,650.62	1,417.50
640-17 Depreciation Expense	2,962.32	2,962.26	0.06
640-18 Miscellaneous Expense		2,631.01	-2,631.01
640-19 Employee Mileage	192.54		192.54
640-21 Technology	7,744.65	9,226.64	-1,481.99
640-22 Staff Expenses	2,378.26	1,093.18	1,285.08
640-24 Parking	1,068.21	306.15	762.06
640-25 Amortization	15,166.56	15,166.61	-0.05
Total 640 Operations/Administration	202,494.03	165,941.82	36,552.21
645 Interest Expense	4,896.70	8,308.07	-3,411.37
660 Personnel Expenses		1,943.17	-1,943.17
660-1 Salaries & Wages	307,241.00	507,119.50	-199,878.50
660-2 Payroll Taxes	46,370.96	43,287.35	3,083.61
660-4 Health Insurance	40,240.48	40,828.49	-588.01
660-5 IRA	36,229.95	18,624.63	17,605.32
660-6 Life Ins.	2,319.98	4,035.75	-1,715.77
Total 660 Personnel Expenses	432,402.37	615,838.89	-183,436.52
Purchases	277.04		277.04
Total Expenditures	\$2,194,490.58	\$1,715,918.56	\$478,572.02
NET OPERATING REVENUE	\$82,909.62	\$464,500.59	\$ -381,590.97
Other Revenue			

	TOTAL		Item 8.
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PY)	CHANGE
Federal Tax Refund	275.00	692.63	-417.63
Income needs to be researched		4,368.00	-4,368.00
Insurance Claim Proceeds	2,296.95		2,296.95
Total Other Revenue	\$2,571.95	\$5,060.63	\$ -2,488.68
Other Expenditures			
901 Gain (Loss) on Sale of Asset	-19,600.00		-19,600.00
Total Other Expenditures	\$ -19,600.00	\$0.00	\$ -19,600.00
NET OTHER REVENUE	\$22,171.95	\$5,060.63	\$17,111.32
NET REVENUE	\$105,081.57	\$469,561.22	\$ -364,479.65

Norman Convention and Visitors Bureau, Inc

Item 8.

Budget vs. Actuals: Budget_FY24_P&L - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
400 Transient Guest Tax				
401 City of Norman Tax	2,121,412.00	2,119,688.00	1,724.00	100.08 %
Total 400 Transient Guest Tax	2,121,412.00	2,119,688.00	1,724.00	100.08 %
410 Interest Revenue	38,927.23		38,927.23	
411 Advertising Revenue	500.00	35,000.00	-34,500.00	1.43 %
415 Special Events Income	62,161.44	11,000.00	51,161.44	565.10 %
418 Cooperative Marketing	105.00		105.00	
419 Trade Show	3,992.50		3,992.50	
420 Sales	28,302.00	2,500.00	25,802.00	1,132.08 %
421 Run Sign Up Revenue	22,000.03		22,000.03	
Total Revenue	\$2,277,400.20	\$2,168,188.00	\$109,212.20	105.04 %
GROSS PROFIT	\$2,277,400.20	\$2,168,188.00	\$109,212.20	105.04 %
Expenditures				
605 Research	219,641.14	32,500.00	187,141.14	675.82 %
605-1 Smith Travel Research		1,584.00	-1,584.00	
Total 605 Research	219,641.14	34,084.00	185,557.14	644.41 %
606 Venue Improvement Fund	76,734.40	150,000.00	-73,265.60	51.16 %
610 ConsumerAdvertising / Marketing	143,422.10	135,290.00	8,132.10	106.01 %
610-11 Local event sponsorship	19,000.00	36,000.00	-17,000.00	52.78 %
610-12 Marketing Campaign	29,971.10	20,000.00	9,971.10	149.86 %
610-12.2 VisitNorman Marketing	3,186.33	106,138.00	-102,951.67	3.00 %
Total 610-12 Marketing Campaign	33,157.43	126,138.00	-92,980.57	26.29 %
610-13 Visitors Guide	38,038.74	30,000.00	8,038.74	126.80 %
610-2 Email Marketing		4,000.00	-4,000.00	
610-3 Sooner Sports Properties	106,664.38	95,000.00	11,664.38	112.28 %
610-4 Leisure print advertising	3,235.00	57,000.00	-53,765.00	5.68 %
610-4.2 Sports Digital Marketing	8,235.00	10,000.00	-1,765.00	82.35 %
Total 610-4 Leisure print advertising	11,470.00	67,000.00	-55,530.00	17.12 %
610-5 Visitor Guide Fulfillment	1,671.69	10,000.00	-8,328.31	16.72 %
610-6 Digital Marketing	860.99	30,000.00	-29,139.01	2.87 %
610-7 OTRD Sponsorship	2,900.00	17,025.00	-14,125.00	17.03 %
610-8 SEO/SEM	78,596.68	44,500.00	34,096.68	176.62 %
610-9 Marketing Software	599.29	8,000.00	-7,400.71	7.49 %
610.1 ITI Calendar	31,866.00	58,500.00	-26,634.00	54.47 %
610.2 Simpleview website and app	39,675.00		39,675.00	
Total 610 ConsumerAdvertising / Marketing	507,922.30	661,453.00	-153,530.70	76.79 %
611 Leisure Trade Shows	1,725.00	16,000.00	-14,275.00	10.78 %
611-1 Going On Faith Travel Conference AUG '24	2,053.46		2,053.46	
611-3 ABA Marketplace FEB '25	4,494.31		4,494.31	
Total 611 Leisure Trade Shows	8,272.77	16,000.00	-7,727.23	51.70 %
612 Convention Services	6,469.29	16,000.00	-9,530.71	40.43 %

	TOTAL			Item 8.
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
613 Special Events Expense	76,953.16	20,000.00	56,953.16	384.77 %
613-1 Tourism Luncheon	4,164.38		4,164.38	
Total 613 Special Events Expense	81,117.54	20,000.00	61,117.54	405.59 %
614 Printed Materials	6,948.65	20,703.61	-13,754.96	33.56 %
614-1 Apparel	2,603.57		2,603.57	
614-2 Other Printing	389.26		389.26	
614-3 Sports Printing	1,823.86		1,823.86	
Total 614 Printed Materials	11,765.34	20,703.61	-8,938.27	56.83 %
615 Postage		2,500.00	-2,500.00	
617 Public Relations	407.14	1,520.00	-1,112.86	26.79 %
617-1 Cision Database	6,326.42	5,500.00	826.42	115.03 %
617-2 Media FAM visits		5,250.00	-5,250.00	
617-3 Photography	316.34	0.00	316.34	
617-4 Media Trips/"Blitzes" Giveaways & material	502.10		502.10	
Total 617 Public Relations	7,552.00	12,270.00	-4,718.00	61.55 %
618 Conference, Sports and Groups Marketing	193,198.66	164,120.00	29,078.66	117.72 %
618-1.1 Sales Expense - Meals/Entertain	20,685.31	20,000.00	685.31	103.43 %
618-1.2 Sports Expense - Meals/Entertain	698.72		698.72	
618-10 Sports sponsorship/bid fees	18,078.87	125,000.00	-106,921.13	14.46 %
618-11.1 Impact Calculator		5,500.00	-5,500.00	
618-12 Play Easy Database		3,500.00	-3,500.00	
618-13 Locally Owned/Created Events	211,488.71	50,000.00	161,488.71	422.98 %
618-14.1 Quarterly Hotel Meetings	1,370.87	500.00	870.87	274.17 %
618-14.2 Quarterly sports committee meetings		500.00	-500.00	
618-15 Bid presentation expenses	630.91	2,000.00	-1,369.09	31.55 %
618-2 Site tour expense	2,210.48	13,000.00	-10,789.52	17.00 %
618-2.2 Site tour expense - Sports	46.07		46.07	
Total 618-2 Site tour expense	2,256.55	13,000.00	-10,743.45	17.36 %
618-3 Sports Promotional Items	3,283.23	9,000.00	-5,716.77	36.48 %
618-4 CRM Software	45,868.22	9,750.00	36,118.22	470.44 %
618-5 Conferences and Tradeshows	50,119.83	76,300.00	-26,180.17	65.69 %
618-5.01 OSAE Conference	100.00		100.00	
618-5.05 US sports Congress expenses	2,749.82		2,749.82	
618-5.07 TEAMS Expenses	13,302.50		13,302.50	
618-5.08 Sports Relationships	5,553.17		5,553.17	
618-5.11 Sports ETA Symposium expenses	4,557.47		4,557.47	
618-5.12 Small Market Meetings Conference SEP'24	1,185.70		1,185.70	
618-5.14 Connect Faith NOV '24	310.48		310.48	
618-5.15 Connect Texas NOV '24	484.56		484.56	
618-5.16 Destination Southwest DEC '24	938.47		938.47	
618-5.18 Select Traveler Conference MAR '25	3,043.54		3,043.54	
618-5.22 FEA MAY '25	1,512.29		1,512.29	
Total 618-5 Conferences and Tradeshows	83,857.83	76,300.00	7,557.83	109.91 %
618-6 Groups Advertising	100.00		100.00	
618-7 Local Prospecting	4,373.71	9,500.00	-5,126.29	46.04 %
618-8 Sales Blitz/Prospecting		5,000.00	-5,000.00	
618-9 Convention	2,123.52	40,000.00	-37,876.48	5.31 %
Total 618 Conference, Sports and Groups Marketing	588,015.11	533,670.00	54,345.11	110.18 %
619 Affiliation / Memberships	16,714.08	20,100.00	-3,385.92	83.36 %

	TOTAL			% OF BUDGET
	ACTUAL	BUDGET	OVER BUDGET	
				Item 8.
619-02 SGMP	400.00		400.00	
619-04 Sooner Centurion (EDC)	1,200.00		1,200.00	
619-05 OK Travel Industry Association	405.00		405.00	
619-06 Destination International	9,253.00		9,253.00	
619-15 Cities of the SEC	299.09		299.09	
Total 619 Affiliation / Memberships	28,271.17	20,100.00	8,171.17	140.65 %
620 Relationship Marketing	5,133.99	15,500.00	-10,366.01	33.12 %
620-5 Postage	106.09		106.09	
620-6 Web Site Expense	129.00		129.00	
620-7 Marketing Expense	24.76		24.76	
620-9 Affiliation Expenses				
620-91 Dues	1,909.24		1,909.24	
620-92 Meals	11,195.18		11,195.18	
620-93 Other-Misc	150.00		150.00	
Total 620-9 Affiliation Expenses	13,254.42		13,254.42	
Total 620 Relationship Marketing	18,648.26	15,500.00	3,148.26	120.31 %
621 Retail Center	11.12	10,000.00	-9,988.88	0.11 %
640 Operations/Administration				
640-02 Auto Expense	12,032.40	19,000.00	-6,967.60	63.33 %
640-03 Board Meeting Expense	6,026.30	5,000.00	1,026.30	120.53 %
640-04 Bank Fees	2,240.05	300.00	1,940.05	746.68 %
640-05 Maintenance/Repairs	636.04		636.04	
640-06 Insurance/GL,Prop,WC	12,198.71	4,850.00	7,348.71	251.52 %
640-07 Rent	72,430.00	48,000.00	24,430.00	150.90 %
640-10 Supplies	4,453.70	15,000.00	-10,546.30	29.69 %
640-11 Subscriptions	28,219.08	2,500.00	25,719.08	1,128.76 %
640-12 Telephone/Internet	11,756.06	10,500.00	1,256.06	111.96 %
640-14 Staff & Professional Developmen	7,176.03	25,000.00	-17,823.97	28.70 %
640-15 Legal/Accounting	11,745.00	22,000.00	-10,255.00	53.39 %
640-16 Copier/Postage lease	4,068.12	1,800.00	2,268.12	226.01 %
640-17 Depreciation Expense	2,962.32		2,962.32	
640-19 Employee Mileage	192.54	1,000.00	-807.46	19.25 %
640-21 Technology	7,744.65	10,500.00	-2,755.35	73.76 %
640-22 Staff Expenses	2,378.26	2,000.00	378.26	118.91 %
640-24 Parking	1,068.21	150.00	918.21	712.14 %
640-25 Amortization	15,166.56		15,166.56	
640-26 EIDL Repayments		15,600.00	-15,600.00	
Total 640 Operations/Administration	202,494.03	183,200.00	19,294.03	110.53 %
645 Interest Expense	4,896.70		4,896.70	
656 Payroll Expenses		100.00	-100.00	
660 Personnel Expenses				
660-1 Salaries & Wages	307,241.00	351,581.00	-44,340.00	87.39 %
660-2 Payroll Taxes	46,370.96	27,163.00	19,207.96	170.71 %
660-4 Health Insurance	40,240.48	45,000.00	-4,759.52	89.42 %
660-5 IRA	36,229.95	14,063.00	22,166.95	257.63 %
660-6 Life Ins.	2,319.98	7,300.00	-4,980.02	31.78 %
Total 660 Personnel Expenses	432,402.37	445,107.00	-12,704.63	97.15 %
670 Disaster Contingency		25,000.00	-25,000.00	
Purchases	277.04		277.04	

	TOTAL			Item 8.
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Expenditures	\$2,194,490.58	\$2,165,687.61	\$28,802.97	101.33 %
NET OPERATING REVENUE	\$82,909.62	\$2,500.39	\$80,409.23	3,315.87 %
Other Revenue				
Federal Tax Refund	275.00		275.00	
Insurance Claim Proceeds	2,296.95		2,296.95	
Total Other Revenue	\$2,571.95	\$0.00	\$2,571.95	0.00%
Other Expenditures				
901 Gain (Loss) on Sale of Asset	-19,600.00		-19,600.00	
Total Other Expenditures	\$ -19,600.00	\$0.00	\$ -19,600.00	0.00%
NET OTHER REVENUE	\$22,171.95	\$0.00	\$22,171.95	0.00%
NET REVENUE	\$105,081.57	\$2,500.39	\$102,581.18	4,202.61 %

Norman Convention and Visitors Bureau, Inc

Item 8.

A/R Aging Summary

As of June 30, 2025

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
BancFirst.		450.00				\$450.00
First United		450.00				\$450.00
NCED Conference Center					1,724.00	\$1,724.00
Young Family Athletic Center (Parks & Rec/City of Norman)					1,724.00	\$1,724.00
TOTAL	\$0.00	\$900.00	\$0.00	\$0.00	\$3,448.00	\$4,348.00

Norman Convention and Visitors Bureau, Inc

Item 8.

A/P Aging Summary

As of June 30, 2025

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Arvest Bank	31,201.45					\$31,201.45
Corner Copy		1,314.74				\$1,314.74
Destination International	5,598.00					\$5,598.00
Edgeless UC		232.74				\$232.74
Granicus, LLC	39,675.00					\$39,675.00
Jan Haddad					250.00	\$250.00
Joseph Biundo	350.00					\$350.00
Joseph Thompson					500.00	\$500.00
Legacy Rotary Club of Norman	201.75					\$201.75
Maximilian Biundo	350.00					\$350.00
Midway Grocery And Market	37.74					\$37.74
Oklahoma Copier Solutions	403.90					\$403.90
RAF LLC					500.00	\$500.00
Shelter Insurance	7.00					\$7.00
Zartico, Inc.	85,000.00					\$85,000.00
TOTAL	\$162,824.84	\$1,547.48	\$0.00	\$0.00	\$1,250.00	\$165,622.32

File Attachments for Item:

9. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$8,500 FROM THE CAVINS GROUP, L.L.C., OF NORMAN TO BE USED TO PURCHASE SERVICES AND ITEMS FOR NORMAN POLICE DEPARTMENT COMMUNITY OUTREACH EVENTS, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Eric Lehenbauer, Captain

PRESENTER: Ricky Jackson, Deputy Chief of Police

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$8,500 FROM THE CAVINS GROUP, L.L.C., OF NORMAN TO BE USED TO PURCHASE SERVICES AND ITEMS FOR NORMAN POLICE DEPARTMENT COMMUNITY OUTREACH EVENTS, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The Cavins Group, L.L.C., of Norman has donated \$8,500 to community outreach events hosted by the Norman Police Department. Examples of these events include National Night Out, Down with Driving, Clash for a Cause, Truck or Treat, Community Safety Day, Annual Police and Fire Chili Supper, and community cookouts. In accordance with City Code, Section 12-110, any donation excess of \$250 must be accepted by the City Council. This item is being brought forward for that purpose.

DISCUSSION:

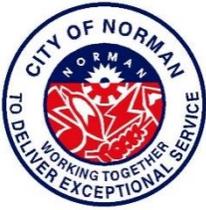
This is an unsolicited donation to the Norman Police Department, with the stipulation the funds be utilized for the community outreach events.

RECOMMENDATION:

It is recommended the City of Norman receive the \$8,500 donation into revenue account Donations-Citizens (Account No. 109-363372) and appropriate \$3,600 into the Community Outreach – Food & Beverages account (Account No. 10660115-43106), \$2,300 into the Community Outreach – Supplies account (Account No. 10660115-43136), and \$2,600 into the Community Outreach – Services account (Account No. 10660115-44199) for expenses incurred for community events.

File Attachments for Item:

10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2122-58: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND OLSSON, INC. IN THE AMOUNT OF \$100,800.00 FOR THE DESIGN OF THE 36TH AVENUE NW (PHASE 3) WIDENING PROJECT FROM INDIAN HILLS ROAD TO MOORE CITY LIMITS. (Ward 3 and 8)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Paul D'Andrea, Capital Projects Engineer

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2122-58: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND OLSSON, INC. IN THE AMOUNT OF \$100,800.00 FOR THE DESIGN OF THE 36TH AVENUE NW (PHASE 3) WIDENING PROJECT FROM INDIAN HILLS ROAD TO MOORE CITY LIMITS. (Ward 3 and 8)

BACKGROUND:

On April 2, 2019, the citizens of Norman voted in favor of a \$72 million transportation bond issue, which includes nineteen (19) projects. With the anticipated \$67 million in federal dollars being leveraged for these projects, approximately \$139 million is budgeted for the nineteen (19) projects. Please see the attached project list and map showing the approved projects.

On August 19, 2019, City staff advertised Request for Proposal RFP 1920-16 to solicit Consulting Engineering Services for the fourteen (14) bond projects still requiring design. The selection committee consisting of three (3) City staff and two (2) citizens shortlisted nine (9) consultant teams for interviews held on October 2, 2019. The five (5) consultant teams selected after interviews to complete the design on these projects are:

- Garver, Norman
- Cowan Group, Oklahoma City
- Freese and Nichols, Oklahoma City
- MacArthur Associated Consultants, Oklahoma City
- Olsson Associates, Oklahoma City

These consultants were assigned the various projects by City staff based on capacity, performance on their current projects and capabilities of their firm to complete a specific project.

On September 9, 2021, City Council approved contract K-2122-58 with Olsson, Inc. in the amount of \$401,500.00 for design of the 36th Avenue NW Phase 3 2019 Bond Project.

DISCUSSION:

In December of 2025, the City of Norman was notified that they were awarded a Safe Streets For All (SS4A) federal grant through FHWA. The \$25 million dollar grant is for the construction of all three designed phases of 36th Avenue NW from Tecumseh to the Moore City limits, as well as Moore's Telephone Road Widening project. These four projects will be linked together for bidding and construction. This, in addition to newly received design information related to the proposed Turnpike project at Indian Hills Road, requires changes to the limits of the 36th Avenue NW Phase 3 project. Consequently, Amendment No. 1 to Contract No. K-2122-58 with Olsson, Inc., in the amount of \$100,800.00, is required to cover revisions to the plans to accommodate the new limits and to coordinate the project with the adjacent projects to be constructed simultaneously.

Olsson is prepared to begin work immediately on the changes upon approval of the amendment to ensure that we are able to meet all requirements of the SS4A grant award.

Funding for design services is available in the 36th Avenue NW Phase 3 project account. However, it will require a transfer of funds in the amount of \$100,800.00 from the project Utilities account (BP0425, 50594019-46701) to the project Design account (BP0425, 50594019-46201).

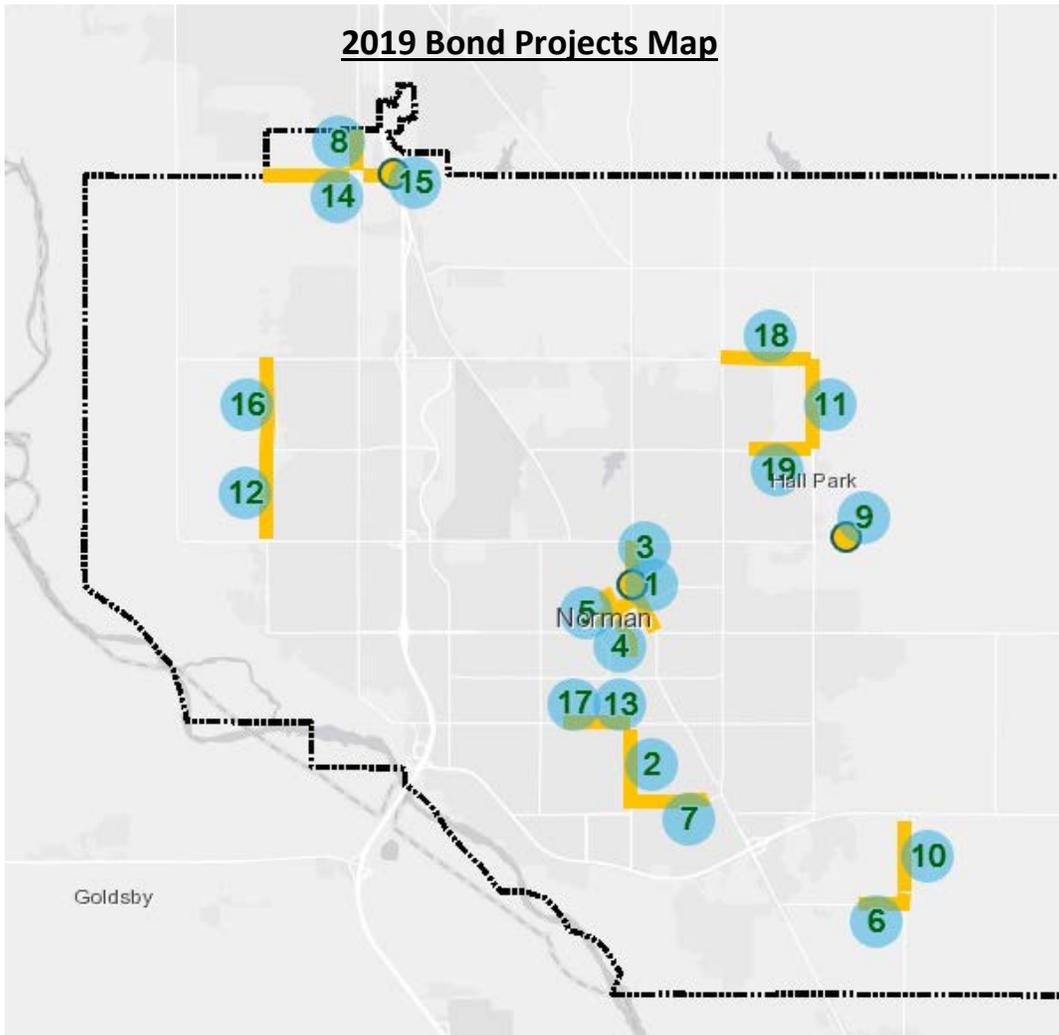
RECOMMENDATION 1:

Staff recommends approval of a balance transfer in the amount of \$100,800.00 from the 36th Avenue NW Phase 3 project Utilities account (BP0425, 50594019-46701) to the project Design account (BP0425, 50594019-46201).

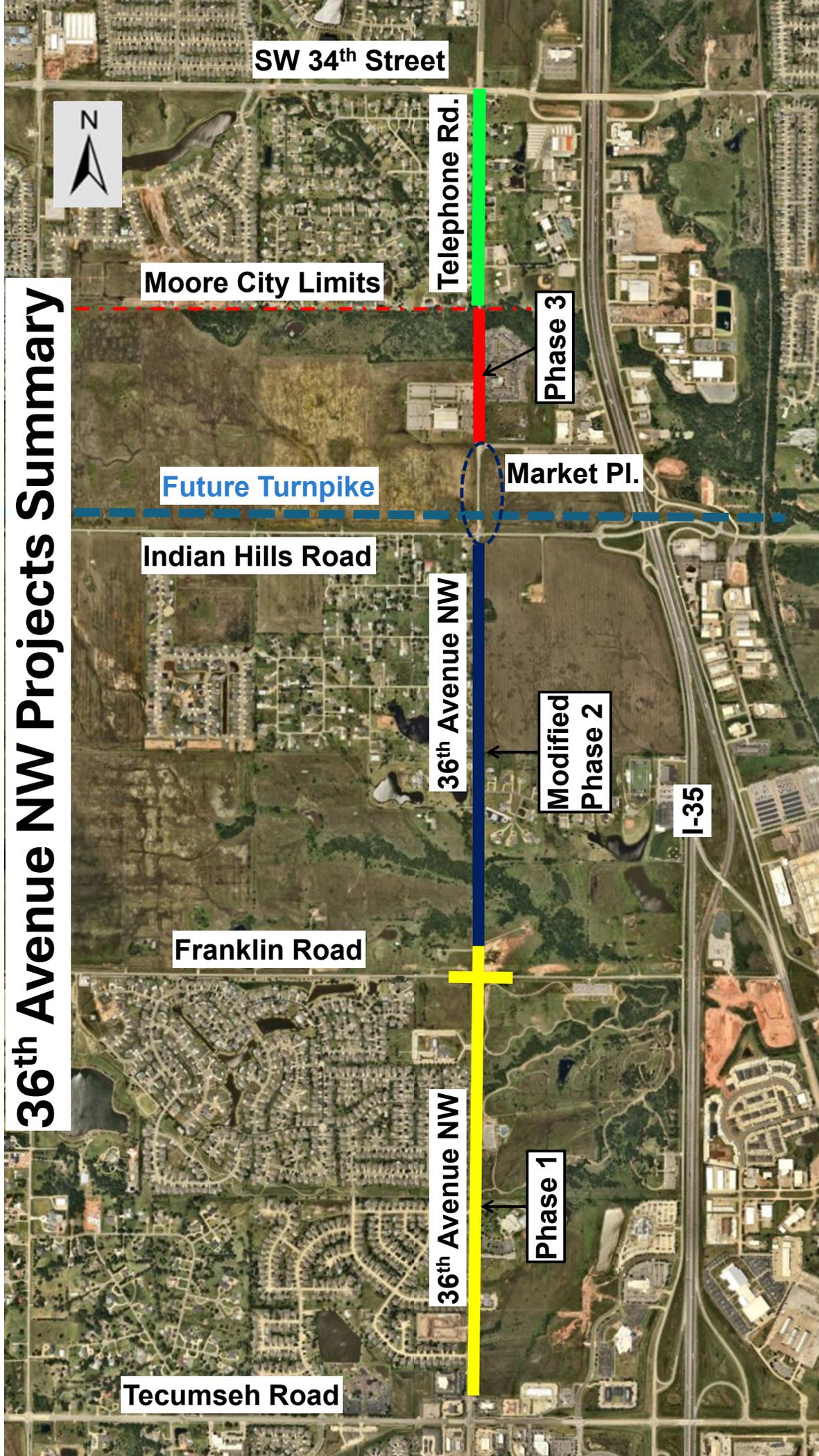
RECOMMENDATION 2:

Staff recommends approval of Amendment No. 1 to Contract K-2122-58, between the City of Norman and Olsson, for the 36th Avenue (Phase 3) Widening Project - Indian Hills Road to Moore City Limits in the amount of \$100,800.

2019 Bond Projects List		
Construction Year	Project No. on Map	Project Location
2020	1	Porter Avenue and Acres Street
2021	2	Jenkins Avenue - Imhoff Road to Lindsey Street
2021	3	Porter Avenue Streetscape
2022	4	James Garner Avenue - Acres to Duffy
2022	5	Gray Street Two-Way Conversion
2023	6	Cedar Lane Road - East of 24th Avenue SE to 36th Avenue SE
2023	7	Constitution Street - Jenkins to Classen
2024	8	36th Avenue NW - North of Indian Hills Road to Moore City Limit
2024	9	Traffic Management Center
2025	10	36th Avenue SE - Cedar Lane Road to State Highway 9
2025	11	24th Avenue NE - Rock Creek Road to Tecumseh Road
2026	12	48th Avenue NW - Phase 1 - Robinson Street to Rock Creek Road
2027	13	Lindsey Street Special Corridor (Elm Avenue to Jenkins Avenue)
2028	14	Indian Hills Road - 48th Avenue NW to Interstate 35
2028	15	Indian Hills Road and I-35 Interchange Match Funds
2029	16	48th Avenue NW - Phase 2 - Rock Creek Road to Tecumseh Road
2029	17	Lindsey Street Special Corridor (Pickard Avenue to Elm Avenue)
2030	18	Tecumseh Road - 12th Ave NE to 24th Ave NE
2030	19	Rock Creek Road - Queenston to 24th Avenue NE



36th Avenue NW Projects Summary



SW 34th Street



Moore City Limits

Telephone Rd.

Phase 3

Future Turnpike

Market Pl.

Indian Hills Road

36th Avenue NW

Modified Phase 2

I-35

Franklin Road

36th Avenue NW

Phase 1

Tecumseh Road

**AMENDMENT NO. 1
TO CONTRACT NO. K-2122-58**

Amendment No. 1 of the Contract K-2122-58 between Olsson, Inc. (CONSULTANT) the City of Norman, a municipal corporation (OWNER) is amended to include the following agreement of the parties.

RECITALS

WHEREAS, the Parties entered into Contract K-2122-58 on September 21, 2021 for professional survey, design, analysis and engineering services in connection with the construction of NW 36th Street from North of Indian Hills road to the Moore City Limit (the "Project"), as set forth therein, for a total cost of **\$401,500.00**.

WHEREAS, the Parties wish to amend CONSULTANT's provision of contract services, and to supplement those services as set forth herein, for an additional cost of \$100,800,00, bringing the contract total to **\$502,300.00**.

- I. **ATTACHMENT A** to K-2122-58, Scope of Services, shall be supplemented and amended as follows:

DESCRIPTION OF PROJECT

City of Norman requested plan modifications to extend 36th Ave NW project approximately 700' to the south to meet TEIM's 36th Ave NW project.

2. Roadway / Street

a. Roadway Design

36th Ave NW reconstruction project will now extend approximately 700' to the south to meet TEIM's 36th Ave NW project matching the same asphalt typical section of the original contract. Olsson will coordinate with TEIM and Utley & Associates to ensure storm sewer will tie to OTA's drainage system.

5. Survey

a. Topographic Survey

Approximately 400 linear feet of survey is needed for the extension of this project.

- II. **ATTACHMENT B** to K-2122-58 shall be amended so as to reflect provision of the services outlined in ATTACHMENT A, as follows:

TASK/MILESTONE ANTICIPATED COMPLETION DATE

Notice to Proceed	January 28, 2026
Survey	45 days after NTP – March 16, 2026
100% Plans	April 16, 2026
100% Review	April 23, 2026
Final PS&E	April 30, 2026

III. **ATTACHMENT C** to K-2122-58 shall be supplemented so as to provide for CONSULTANT’s compensation for the amended and supplemental services outlined in this amendment, as follows:

COMPENSATION of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

The CONSULTANT agrees to perform the SERVICES identified above in accordance with the limitations and conditions set forth in the AGREEMENT. The OWNER agrees, in accordance with the limitations and conditions set forth in the AGREEMENT to pay an amount not to exceed \$502,300 unless changed or modified by a mutually executed contact amendment between the OWNER and the CONSULTANT.

The OWNER shall pay the CONSULTANT for completion of the SERVICES of each task identified in **Attachment A – Scope of Services**, as amended, in accordance with the amounts stated below:

DESIGN TASK	COMPENSATION
Task 1 – Grant Application	\$63,300
Task 2 – Roadway / Street	\$138,500
*Task 2 – Roadway/ Street	\$90,800
Task 3 – Traffic	\$39,500
Task 4 – Bridge / Structural	\$49,400
Task 5 – Survey	\$25,000
*Task 5 - Survey	\$10,000
Task 6 – Geotechnical Testing	
Task 7 – Environmental Clearance	\$52,800
Task 8 – Right-of-Way	\$8,000
Task 9 – Utilities	\$10,000
Task 10 – Construction	\$15,000
Task 11 – Additional Items	
ORIGINAL FEE	\$401,500
AMENDMENT 1 FEE	\$100,800
NEW CONTRACT AMOUNT AMENDMENT 1	\$502,300

*Amendment 1 items

City of Norman
Contract No.: K-2122-58

- IV. Contract K-2122-58 shall only be amended as required to give full force and effect to these amendments. All other terms of Contract K-2122-58 shall remain in full force and effect.

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

Final payment shall not be deemed to waive any rights or obligation of the OWNER or the CONSULTANT to this AGREEMENT.

The Services provided for in this Agreement are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

IN WITNESS WHEREOF, OWNER and Olsson, Inc. have executed this Agreement.

DATED this ____ day of _____, 202_.

The City of Norman
(OWNER)

Olsson, Inc.

Signature _____

Signature *Russell L. Beaty*

Name _____

Name Russell L. Beaty, P.E.

Title _____

Title Vice President

Date _____

Date 1/23/2026

Attest:

Attest:

City Clerk

Unique Laser
Secretary

Approved as to form and legality this 3 day of Feb 2026

Chisabeth M. Muchala
City Attorney

Signatory Notarization

STATE OF OKLAHOMA , COUNTY OF OKLAHOMA , SS:

Before me, the undersigned, a Notary Public in and for said Russell L. Beatty of the Olsson , its Vice President , to me known to be the identical person(s) who executed the foregoing Amendment No. 1 of the Contract K-2122-58 and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 23 day of January , 2026 .

My Commission Expires: 10/15/28

Notary Public: Unique Laser



AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into between The City of Norman (OWNER) and Olsson Inc. (CONSULTANT) for the following reasons:

1. OWNER intends to construct NW 36th Street from North of Indian Hills road to the Moore City Limit (the Project); and,
2. OWNER requires certain professional survey, design, analysis and engineering services in connection with the Project (the Services); and,
3. CONSULTANT is prepared to provide the Services.

In consideration of the promises contained in this Agreement, OWNER and CONSULTANT agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this Agreement shall be 28th day of September 2021.

ARTICLE 2 - GOVERNING LAW

This Agreement shall be governed by the laws of the State of Oklahoma.

ARTICLE 3 - SCOPE OF SERVICES

CONSULTANT shall provide the Services described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE

CONSULTANT shall exercise its reasonable efforts to perform the Services described in Attachment A according to the Schedule set forth in Attachment B.

ARTICLE 5 - COMPENSATION

OWNER shall pay CONSULTANT in accordance with Attachment C, Compensation. Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

OWNER shall be responsible for all matters described in Attachment D, OWNER'S Responsibilities. OWNER hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by OWNER to CONSULTANT. If OWNER does not own the intellectual property rights in such plans, documents or other materials, prior to providing same to CONSULTANT, OWNER shall obtain a license or right to use, including the right to sublicense to CONSULTANT. OWNER hereby grants CONSULTANT the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the Services. OWNER represents that CONSULTANT'S use of such documents will not infringe upon any third parties' rights.

ARTICLE 7 - STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

ARTICLE 8 - INDEMNIFICATION AND LIABILITY

Indemnification. The CONSULTANT and the OWNER each hereby agree to defend, indemnify, and hold harmless the other party, its officers, servants, and employees, from and against any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of the indemnifying party in the performance of services under this Agreement. The CONSULTANT and the OWNER each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of any such claims. In any and all claims asserted by any employee of the CONSULTANT against any indemnified party, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONSULTANT or any of the CONSULTANT'S employees under workers' compensation acts, disability benefit acts, or other employee benefit acts. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this Agreement to be furnished by the CONSULTANT shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to the OWNER at common law.

Survival. The terms and conditions of this Article shall survive completion of the Services, or any termination of this Agreement.

ARTICLE 9 - INSURANCE

During the performance of the Services under this Agreement, CONSULTANT shall maintain the following insurance:

- (a) General Liability Insurance, with a limit of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
- (b) Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.
- (c) Workers' Compensation Insurance in accordance with statutory requirements and Employers' Liability Insurance, with a limit of \$500,000 for each occurrence.
- (d) Professional Liability Insurance, with a limit of \$1,000,000 per claim and annual aggregate.

CONSULTANT shall, upon written request, furnish OWNER certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to OWNER. OWNER shall require all Project contractors to include OWNER, CONSULTANT, and its parent company, affiliated and subsidiary entities, directors, officers and employees, as additional insureds on their General and Automobile Liability insurance policies, and to indemnify both OWNER and CONSULTANT, each to the same extent

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

CONSULTANT shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to CONSULTANT, to fulfill contractual responsibilities to OWNER or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services. In the event the OWNER requests CONSULTANT to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to CONSULTANT for review at least 15 days prior to the requested date of execution. CONSULTANT shall not be required to execute any certificates or documents that in any way would, in CONSULTANT's sole judgment, (a) increase CONSULTANT'S legal or contractual obligations or risks; (b) require knowledge, services or responsibilities beyond the scope of this Agreement; or (c) result in CONSULTANT having to certify, guarantee or warrant the existence of conditions whose existence CONSULTANT cannot ascertain.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Because CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet Project schedules, CONSULTANT's opinion of probable costs and of Project schedules shall be made on the basis of experience and qualifications as a practitioner of its profession. CONSULTANT does not guarantee that proposals, bids, or actual Project costs will not vary from CONSULTANT'S cost estimates or that actual schedules will not vary from CONSULTANT'S projected schedules.

ARTICLE 12 - REUSE OF DOCUMENTS

All documents, including, but not limited to, plans, drawings, and specifications prepared by CONSULTANT as deliverables pursuant to the Scope of Services are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by OWNER or others on modifications or extensions of the Project or on any other project. Any reuse without prior written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT. OWNER shall indemnify and hold harmless CONSULTANT and its subconsultants against all judgments, losses, damages, injuries, and expenses, including reasonable attorneys' fees, arising out of or resulting from such reuse. Any verification or adaptation of documents will entitle CONSULTANT to additional compensation at rates to be agreed upon by OWNER and CONSULTANT.

ARTICLE 13 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, documents, drawings, and specifications prepared by CONSULTANT and furnished to OWNER as part of the Services shall become the property of OWNER; provided, however, that CONSULTANT shall have the unrestricted right to their use. CONSULTANT shall retain its copyright and Ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of CONSULTANT.

ARTICLE 14 - TERMINATION AND SUSPENSION

This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party. OWNER may terminate or suspend performance of this Agreement for OWNER'S convenience upon written notice to CONSULTANT. CONSULTANT shall terminate or suspend performance of the Services on a schedule acceptable to OWNER, and OWNER shall pay CONSULTANT for all the Services performed. Upon restart of suspended Services, an equitable adjustment shall be made to CONSULTANT'S compensation and the Project schedule.

ARTICLE 15 - DELAY IN PERFORMANCE

Neither OWNER nor CONSULTANT shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this Agreement. CONSULTANT shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances. Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

ARTICLE 16 - NOTICES

Any notice required by this Agreement shall be made in writing to the address specified below:
OWNER:

Tim Miles, P.E.
Capital Projects Manager
City of Norman
P.O. Box 370
Norman, OK 73070

(Olsson):

Russell Beaty
Transportation Team Leader/Vice President
11600 Broadway Ext. Ste. 300
Oklahoma City, OK 73114

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

ARTICLE 17 - DISPUTES

In the event of a dispute between OWNER and CONSULTANT arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association; provided, however, in the event the parties are unable to reach agreement to arbitrate under terms reasonably acceptable to both parties, either party may pursue resolution in any court having jurisdiction. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 18 - EQUAL EMPLOYMENT OPPORTUNITY

CONSULTANT hereby affirms its support of affirmative action and that it abides by the provisions of the "Equal Opportunity Clause" of Section 202 of Executive Order 11246 and other applicable laws and regulations. CONSULTANT affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, marital status, citizen status, national origin or ancestry, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is CONSULTANT'S policy to treat employees equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment. CONSULTANT further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-1 00 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

ARTICLE 19 - WAIVER

A waiver by either OWNER or CONSULTANT of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 20 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

ARTICLE 21 - INTEGRATION

This Agreement, including Attachments A, B, C, and D incorporated by this reference, represents the entire and integrated agreement between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this Agreement.

ARTICLE 22 - SUCCESSORS AND ASSIGNS

OWNER and CONSULTANT each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this Agreement.

ARTICLE 23 - ASSIGNMENT

Neither OWNER nor CONSULTANT shall assign any rights or duties under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld; provided, however, CONSULTANT may assign its rights to payment without OWNER'S consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent CONSULTANT from engaging independent CONSULTANTS, associates, and subcontractors to assist in the performance of the Services.

ARTICLE 24 - NO THIRD PARTY RIGHTS

The Services provided for in this Agreement are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

IN WITNESS WHEREOF, OWNER and (Olsson) have executed this Agreement.

DATED this 28th day of September 2021.

The City of Norman
(OWNER)

(Olsson) Corporation

Signature [Handwritten Signature]

Signature [Handwritten Signature]

Name Breea Clark

Name James M. Sparks

Title Mayor

Title Oklahoma Regional Leader

Date 9/28/21

Date 9/21/2021

Attest:
[Handwritten Signature]

Attest:
[Handwritten Signature]

City Clerk

Secretary



Approved as to form and legality this 21 day of Sept 2021

[Handwritten Signature]
City Attorney

ATTACHMENT A SCOPE OF SERVICES

Article 3 of the AGREEMENT is amended and supplemented to include the following agreement of the parties. CONSULTANT shall, except as otherwise provided for herein, furnish all Engineering services, labor, equipment, and incidentals (SERVICES) as required for this AGREEMENT.

DESCRIPTION OF PROJECT

The project is located along 36th Avenue NW from Market Place to the Moore City Limit, in Norman, OK. The purpose of the project is to widen and reconstruct the existing 2-lane roadway to 4-lanes with on-street bicycle lanes. The widening will require the replacement of the drainage structure carrying Little River under 36th Avenue NW and the addition of a stormwater drainage system throughout the corridor. Additionally, ADA compliant sidewalks will be added along each side of the roadway.

DESIGN SERVICES

The following design services shall align with the tasks set forth in **Attachment C – Compensation**.

1. Grant Application

Assist City staff in gathering data and filling out a RAISE (Rebuilding American Infrastructure with Sustainability and Equity) grant application for this project seeking an 80% federal fund match on this project. The scope of work shall include writing a project description, detailing the benefits of the project, develop cost estimates, address the selection criteria, solicit letters of recommendations, and evaluate the benefit-cost analysis of the project.

2. Roadway / Street

a. **Roadway Design**

36th Avenue NW will be converted from a 2-lane roadway to a 4-lane roadway from Market Place to the Moore City Limit. The facility has a posted speed limit of 50 mph, which will be used as the design speed. The roadway will be widened and reconstructed to 4-lanes that will include on-street bicycle lanes. It is anticipated that the roadway will be constructed with the same asphalt section that was used on the project immediately to the south. ADA compliant sidewalks will also be included along the roadway.

b. **Erosion Control**

Erosion Control plans will be provided for permanent and temporary erosion and sediment control. Silt fencing and inlet sediment filters will be utilized to control erosion.

c. **Street / Roadway Drainage & Localized Hydraulics**

The localized drainage patterns along the corridor will remain the same. The design will account for any existing drainage issues previously known.

- d. **Storm Sewer**
A new storm sewer system will be added to the corridor and will connect to the new RCB being constructed to carry flow along Little River creek.
- e. **ADA / Sidewalks / Crosswalks**
ADA compliant sidewalks, ramps and crosswalks will be included along the corridor. It is anticipated that 5-foot wide sidewalks will extend along both side of the roadway.
- f. **Multimodal Paths / Trails / Bicycle Lanes**
36th Avenue NW is mapped out as an Advanced Route on the City of Norman Bike Routes map. This would include on-street bicycle lanes which are 5-feet in width along the corridor.

3. Traffic

- a. **Traffic Signing & Striping**
The scope includes the preparation of signing and striping plans through the project extents. Plans will be developed in accordance with the latest City of Norman and ODOT standards and specifications.
- b. **Traffic Control**
The scope includes the preparation of sequencing and traffic control plans for each construction phase of the project. The design intent will be to maintain 2 lanes of traffic at all times throughout construction and to allow access to all residences and main entrances within the project limits. Plans will be developed in accordance with the latest City of Norman and ODOT standards and specifications.

4. Bridge / Structural

- a. **Bridge Design**
It is anticipated that the hydraulic study will require a bridge sized culvert to convey flow along Little River under 36th Avenue NW. A bridge sized RCB is anticipated.
- b. **Hydraulic Study**
A Hydrological and Hydraulic (H&H) study for the existing structure located approximately 0.47 miles north of intersection of 36th Avenue NW and West Indian Hills Road will be conducted to determine the functional size of the required future structure at this location.

A preliminary H&H report that includes models for natural, existing, proposed and ultimate conditions to determine their performance during 2- , 5- , 10- , 25- , 50- , 100- and 500-year storm events will be submitted for the staff review and approval. The final H&H report will address all comments generated from the review of the preliminary H&H report.

This scope does not include a Federal Emergency Management Agency (FEMA) map change. The existing structure is located in FEMA regulatory flood Zone A. However, river reaches located a short distance upstream and downstream of this location are located in FEMA regulatory flood Zone AE. If it is decided that the Base Flood Elevation (BFE) needs to be located at this location and the FEMA maps need to be changed as a part of this project, this scope will be amended to include that effort.

5. Survey

The City of Norman Benchmark and Survey Control Network, updated in September 2018, will be used to establish site control for this project. The scope for the design survey requested is as follows:

a. Topographic Survey

Topographic survey will be provided along 36th Avenue NW from the intersection of Market Road north approximately 2000 feet and will include limits to the face of buildings or 100 feet either side of the existing centerline. At the existing RCB, the survey will include 50-foot-wide section 300 feet upstream and downstream from the centerline of the roadway. Flowline elevations of existing channel shall be located not more than a maximum of 25 feet between points. Locate finish floor elevations of buildings near the limits of survey.

All topographic features including, but not limited to, paving, landscape features, and manmade structures will be located. Building faces and any vertical encroachments extending from the building faces will be located.

b. Utility Locates

Utilities with top of rims and inverts (where necessary), utility structures, on the ground and overhead, will be located with the assistance of a utility located created through OKIE811 and, as available, thru the City of Norman GIS database.

c. Property / Right of Way

Right of Way verification along this route will be established using available plats, deeds and right of way plans by records of the Cleveland County Clerk’s Office. Parcel ownership information will be shown along the right of way on both sides of 36th Avenue NW. Additionally, the City of Norman/City of Moore limits will be identified.

d. Landowner Notifications

Any areas of the survey that requires access to private property, notification attempts shall first be made by Olsson surveyor. If access is not possible, a letter of intent will be sent to property owner as listed by records of the Cleveland County Clerk’s Office.

e. Survey Data Sheets

Survey plan sheets will be included as part of the plan set. The sheets will include the site control and topographic features. This will be performed under direct supervision of a licensed Surveyor in the State of Oklahoma.

6. Geotechnical Testing

Geotechnical Testing is not part of this scope. It is anticipated that the pavement design for this project will match the project immediately to the south. If additional geotechnical studies are needed, they will be performed as a supplement to this contract.

7. Environmental Clearance

a. NEPA Checklist

CONSULTANT responsibility for environmental clearance shall be limited to preparing/completing ODOT’s National Environmental Policy Act (NEPA) Checklist

Form in collaboration with OWNER. The NEPA clearance necessary to acquire right-of-way and construct the PROJECT shall be submitted and obtained by ODOT as is the ordinary practice for ACOG/ODOT/FHWA funded projects. Specifically, the CONSULTANT will perform the following tasks:

- Complete ODOT’s NEPA Checklist form and necessary studies including field investigations and reports for waters and wetlands, ESA Section 7 assessment, migratory birds and hazardous waste, a cultural resource study and noise study
- Prepare the Adjacent Ownership List and prepare the notification mailout for right-of-entry for environmental clearance. Review & update as necessary
- Coordinate with ODOT as necessary

b. Public Meeting

CONSULTANT is responsible for facilitating and assisting the OWNER in conducting and documenting Public Meeting(s) associated with the project. Specifically, the CONSULTANT will perform the following tasks:

- Conduct the required Public Meeting
- Prepare and publish the required Public Notice advertisement
- Prepare Power Point Presentation and submit to OWNER at least 10 days prior to public meeting and revise as requested
- Attend and present at the Public Meeting as requested by the OWNER
- Prepare responses to questions raised at the Public Meeting
- Prepare meeting minutes
- Prepare various meeting exhibits
- Notify Norman City Council and Politicians of Public Meeting schedule
- Take site pictures of PROJECT

c. Presentation to City Council

CONSULTANT is responsible for facilitating and assisting the OWNER in conducting and documenting a presentation to City Council.

8. Right-Of-Way (R/W)

The CONSULTANT will prepare up to eight (8) exhibits/legal descriptions required for obtaining new rights-of-way/easements along the surveyed corridor. It is anticipated that separate R/W plans, R/W Staking, and acquisition assistance is not included as part of this contract, but can be added through amendment.

a. R/W and/or Easement Staking

Right-of-Way staking will be included as part of the project with the anticipation of providing staking twice during the project life.

9. Utilities

a. Utility Map (color-coded)

CONSULTANT will provide a color-coded set of plan and profile sheets to each utility company affected as determined and necessary to coordinate the project construction and utility relocations

- b. Utility Relocation Coordination**
OWNER will coordinate the relocation of utilities and required for the project and will request written approval from all utility companies as to the accuracy of all facilities on the plans.
- c. Utility Meetings**
CONSULTANT will attend utility relocation meetings with each utility. The meeting will be coordinated by the City of Norman. OWNER will prepare the meeting minutes.
- d. Utility Relocation Plan Review**
CONSULTANT will ensure any utility relocations plans meet the requirements of the project.
- e. Utility Relocation Design**
The design of OWNER owned utility relocations is not included in this scope. If the design or relocation of OWNER-owned utilities is necessary (Such as water and/or sanitary sewer), services will be added to the agreement by written amendment.

10. Construction

- a. Bidding (ACOG/ODOT/FHWA Funded Projects)**
ODOT will assume primary responsibility for the bidding / award process for projects funded by ACOG/ODOT/FHWA. The CONSULTANT will serve the OWNER in a support role during the bidding / award process. CONSULTANT shall (at a minimum) submit all construction documents and plans required by ODOT in the desired format and in conformance with ODOT's standard submittal procedure. Additionally, the CONSULTANT shall attend the Pre-Bid Conference and answer questions from possible contractors, including the development of written responses to the questions received and review of the meeting minutes produced by ODOT.
- b. Construction Support**
CONSULTANT shall attend any scheduled Pre-Construction Meeting and will be available throughout construction to answer questions, including formal Requests for Information (RFIs), and assist the OWNER as necessary, helping to resolve any complications or conflicts that may arise. If shop drawings are to be produced during construction, CONSULTANT will be available to assist the OWNER in review. CONSULTANT shall attend regularly scheduled progress meetings, as required.
- c. Record Drawings**
Record Drawings will be prepared and submitted to the OWNER based upon field documents provided by the construction administrator.

MEETINGS

The CONSULTANT shall schedule monthly design progress meetings or conference calls with the OWNER to discuss current project status, upcoming milestones, and any issues arising on the project.

DESIGN CRITERIA

The design and plans shall conform to current (at the time of bidding) Federal, State of Oklahoma, City of Norman, and American Association of State Highway and Transportation Officials (AASHTO) policies and standards unless modified in writing at the direction of the OWNER.

DELIVERABLES

The CONSULTANT shall provide monthly project status updates that include (but are not limited to) opinion of probable cost updates, schedule updates, action items, and the anticipated submittal date for upcoming milestones. CONSULTANT shall make available all design calculations upon request. CONSULTANT shall complete thorough quality control reviews prior to the submittal of all deliverables.

1. Design Plans – 30/60/90 Milestone Schedule

a. Plan Requirements

Plans shall consist of one (1) Full-size electronic copy (PDF), (1) Half-size electronic copy (PDF), five (5) 11 x 17-inches (half size) prints and one (1) copy of MicroStation files (.dgn).

b. Preliminary (30%) Plans and Design Analysis

The 30% Preliminary Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 30% ODOT Plans Checklist
- Title Sheet (with sheet index and standard drawings listed)
- Typical Section/Detail Sheet
- Plan and Profile Sheets
- Preliminary Bridge General Plan and Elevation
- Preliminary Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- Opinion of Probable Cost
- Updated Design Schedule

The preliminary plan submittal will be accompanied by a written design analysis (preliminary report). The report will summarize the project scope, approach and design considerations. Proposed solutions will be presented in the report along with estimates and a recommendation. The content of the deliverable will be coordinated with City staff.

c. 60% Plans

The 60% Preliminary Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 60% ODOT Plans Checklist
- Title Sheet (with sheet index and standard drawings listed)
- Typical Section/Detail Sheet
- Drainage Map
- Drainage Design Details and Calculation Tables

- Storm Water Management Plan
- Plan and Profile Sheets
- Final Bridge General Plan and Elevation
- Sign and Striping Sheets
- Demolition Sheets
- Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- 404 Worksheets
- Preliminary Cross Sections
- Preliminary Construction Sequencing (to determine Right-of-Way requirements)
- Opinion of Probable Cost
- Updated Design Schedule

d. Right-of-Way Documents

- 65% ODOT Plans Checklist
- Title Sheet
- Typical Section/Detail Sheet
- Survey Data Sheets including Utility Data Sheets
- Preliminary Cross Sections
- Right-of-Way and Utility Affidavit (if no right of way is needed and utilities do not need to be relocated or have been cleared)
- Right-of-Way Plans with:
 - Owner Name & Information
 - Book and Page Information, if applicable
 - Easements with Book and Page Information
 - Parcel Numbers
 - Dimensions
 - Overall Parcel Map
- Legal Descriptions with:
 - Written Descriptions
 - Exhibits

e. Final (90%) Plans

The 90% Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 90% ODOT Plans Checklist
- Title Sheet
- Typical Section/Detail Sheet
- Pay Item Lists and Notes
- Summary Sheets
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Final Bridge General Plan and Elevation
- Signing and Striping Sheets
- Demolition Sheets
- Final Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets

- 404 Worksheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- Opinion of Probable Cost
- Updated Design Schedule

f. Plans, Specifications, and Estimate (PS&E) Submittal

The 100% Final Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 100% ODOT Plans Checklist
- Title Sheet
- Typical Section/Detail Sheet
- ODOT Pay Item Lists and Notes
- Summary Sheets
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Final Bridge General Plan and Elevation
- Signing and Striping Sheets
- Demolition Sheets
- Final Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- 404 Worksheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- NOI Form (if applicable)
- Special Provisions Form
- ROW and Utilities Affidavit
- Final Opinion of Probable Cost – in required format
- Bid Documents and/or Documentation as required by OWNER or bidding agency
- Final Design Calculations shall be made available upon request

ADDITIONAL SERVICES NOT INCLUDED

Environmental Mitigation Plans such as Wetlands, LUST, Hazmat, Section 404 Permitting etc.

Full time construction inspection or observation

Construction surveying or surveying for as-built conditions

Property Acquisition

Appraisals, Negotiations & Acquisitions

Traffic Study

Utility Relocation Plans

Geotechnical Services

**ATTACHMENT B
PROJECT SCHEDULE**

Article 4 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

It is understood and agreed that the date of beginning, rate of progress, and the time of completion of SERVICES under this AGREEMENT are essential provisions of this AGREEMENT. It is further understood and agreed that the services under this AGREEMENT shall commence upon execution of the AGREEMENT between OWNER & CONSULTANT and after receipt of a written Notice to Proceed from CONSULTANT. The parties mutually agree that time is of the essence in the performance of this AGREEMENT in order for OWNER to have advantage of existing funding. SUBCONSULTANT agrees to provide SERVICES for each phase of PROJECT as stated in Attachment A – Scope of Services, in accordance with the time frame as stated below:

TASK/MILESTONE	ANTICIPATED COMPLETION DATE
Notice to Proceed	September, 2021
Survey	45 days after NTP
NEPA Checklist/Approval	200 days after NTP
30% Plans	90 days after NTP
30% Plan Review/Meeting	14 days
60% Plans	90 days after 30% Plan Review Meeting
60% Plan Review/Meeting	14 days
Right-of-Way Documents	30 days after 60% Plan Review Meeting
90% Plans	90 days after 60% Plan Review Meeting
90% Plan Review/Meeting	14 days
Final PS&E	30 days after 90% Plan Review Meeting

The parties further agree that CONSULTANT will meet this schedule using standards and procedures for their submissions consistent with those currently used by Engineers/Surveyors practicing in Oklahoma. This schedule excludes the governing agency review time (except as provided above) and any time lost while CONSULTANT is waiting for direction either by government agency or OWNER, and any excusable delays as described in Article 15 of the AGREEMENT.

Dates indicated are dependent upon timely review by OWNER & ODOT, Environmental Clearance, Right-of-Way Acquisition, Utility Relocations, and other factors beyond direct control of CONSULTANT.

**ATTACHMENT C
COMPENSATION**

Article 5 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

The CONSULTANT agrees to perform the SERVICES identified in **Attachment A – Scope of Services**, in accordance with the limitations and conditions set forth in the AGREEMENT to pay an amount not to exceed \$401,500 unless changed or modified by a mutually executed contract amendment between the OWNER and the CONSULTANT.

The OWNER shall pay the CONSULTANT for completion of the SERVICES of each task identified in **Attachment A – Scope of Services**, in accordance with the amounts stated below:

DESIGN TASK	COMPENSATION
Task 1 – Grant Application	\$63,300
Task 2 – Roadway / Street	\$138,500
Task 3 – Traffic	\$39,500
Task 4 – Bridge / Structural	\$49,400
Task 5 – Survey	\$25,000
Task 6 – Geotechnical Testing	N/A
Task 7 – Environmental Clearance	\$52,800
Task 8 – Right-of-Way	\$8,000
Task 9 – Utilities	\$10,000
Task 10 – Construction	\$15,000
Task 11 – Additional Items	N/A
TOTAL COMPENSATION	\$401,500

**ATTACHMENT D
OWNER'S RESPONSIBILITIES**

Article 6 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

I. OWNER RESPONSIBILITIES

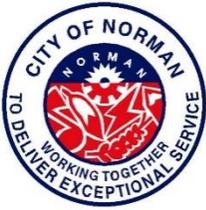
1. Owner shall furnish to CONSULTANT all available information pertinent to PROJECT including previous reports, and any other data relative to design and construction of PROJECT.
2. OWNER shall be responsible for all permit fees.
3. OWNER shall examine all studies, reports, sketches, estimates, specifications, plan drawings, proposals and any other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay SERVICES of CONSULTANT.
4. OWNER shall designate in writing a person to act as its representative in respect to the work to be performed under this AGREEMENT, and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the services covered by this AGREEMENT.
5. OWNER shall furnish legal assistance as required in the preparation, review, and approval of construction documents.
6. OWNER shall furnish assistance in locating existing OWNER-owned underground utilities and expediting their relocation in preparation for construction.
7. OWNER shall provide for meeting facilities (or arrange for meeting facilities) for all PROJECT meetings with OWNER or Public Meetings in connection with PROJECT.

II. SPECIAL RESPONSIBILITIES

1. OWNER shall furnish to CONSULTANT traffic studies as may be required for by ACOG, ODOT, and/or FHWA for consideration of PROJECT funding and/or PROJECT letting.
2. OWNER shall furnish Certificates of Title, Appraisals, and Right-of-Way Acquisition necessary for utility relocations and/or proposed construction of PROJECT.

File Attachments for Item:

11. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-54: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MUSCO SPORTS LIGHTING, L.L.C., FOR THE WESTWOOD TENNIS COURTS LIGHTING IMPROVEMENTS PROJECT AND FINAL PAYMENT OF \$37,339.00. (Ward 2)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: James Briggs, Park Development Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-54: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MUSCO SPORTS LIGHTING, L.L.C., FOR THE WESTWOOD TENNIS COURTS LIGHTING IMPROVEMENTS PROJECT AND FINAL PAYMENT OF \$37,339.00. (Ward 2)

BACKGROUND:

On August 8, 2025, the City Council approved Contract Number K-2526-54 with Musco Sports Lighting, L.L.C. (Musco), for the Westwood Tennis Court Lighting Improvements Project. This project was funded through a Room Tax appropriation as part of a multi-year program of improvements at Westwood Tennis that included resurfacing all 12 competition courts, improvements to the pro shop, mechanical & plumbing work, and work on the complex's fencing, furnishings, and lighting. The project scope included the supply and installation of modern lighting fixtures for the facility's six oldest courts.

Park staff saved money on the project by mounting the new fixtures on the existing light poles at all six older courts, with new wire and controls installed alongside the fixtures. The project was awarded to Musco as a turnkey job, which included the removal and disposal of the old fixtures, wiring, and controls, followed by the installation of all new materials on the existing poles. Work was coordinated with the staff at Westwood Tennis Center to avoid any conflicts with their daily operations or tournament schedule, which is light during that time of year. The final price for the design, supply, and installation of new tennis court lighting on the six oldest courts was \$98,000.

DISCUSSION:

Work began in September 2025. Monthly progress payments were made during construction, as work could be done during good weather in the fall and winter. Staff from the City of Norman Facility Maintenance Division were on-site several times throughout the installation to advise on the current configuration of the other court lighting systems and to learn the operational specifications for the new lights being installed under this project.

On January 27, 2026, City of Norman Parks and Recreation Staff inspected and received final operational training from the local Musco representative for the Westwood Tennis Court Lighting Improvements Project and found it to be complete as per specifications.

RECOMMENDATION:

It is recommended that the City Council accept the Westwood Tennis Court Lighting Improvements Project as complete and authorize final payment in the amount of \$37,339.00 to Musco Sports Lighting, L.L.C. Funding is available for this project in the Westwood Tennis Court Lighting Improvements Project (Account 23793364-46101; Project RT0091).

File Attachments for Item:

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF WORK ORDER PW1 TO ON-CALL CONTRACT K-2526-79: BY AND BETWEEN THE CITY OF NORMAN AND OLSSON, INC., IN THE AMOUNT OF \$170,809.00 FOR ENVIRONMENTAL SERVICES FOR THE 36TH AVENUE NW BOND PROJECTS. (Ward 3 and 8)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 2/10/2026

REQUESTER: Scott Sturtz, Director of Public Works

PRESENTER: Paul D'Andrea, Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF WORK ORDER PW1 TO ON-CALL CONTRACT K-2526-79: BY AND BETWEEN THE CITY OF NORMAN AND OLSSON, INC., IN THE AMOUNT OF \$170,809.00 FOR ENVIRONMENTAL SERVICES FOR THE 36TH AVENUE NW BOND PROJECTS. (Ward 3 and 8)

BACKGROUND:

On August 28, 2012, the citizens of Norman voted in favor of a Bond Issue to finance the local share of eight transportation/stormwater improvement projects. One of the eight 2012 bond projects is the 36th Avenue Northwest Bond Project between Tecumseh Road and Indian Hills Road. Please see the attached location map showing the project boundaries.

On April 2, 2019, the citizens of Norman voted in favor of a \$72 million transportation bond issue, which includes nineteen (19) projects. With the anticipated \$67 million in federal dollars being leveraged for these projects, approximately \$139 million is budgeted for the nineteen (19) projects. One of these projects was the 36th Avenue Northwest 2019 Bond Project from Indian Hills Road to the Moore City Limits.

Both bond projects have struggled to obtain the federal funding necessary to complete projects of this magnitude.

The City of Moore has a planned project to continue the widening north along Telephone Road to SW 34th Street in Moore. Therefore, in 2025, the City of Norman and the City of Moore, partnered together to apply for a Safe Streets for All (SS4A) federal grant to help fund all three projects.

In December 2025, the City was notified that our application was successful and that the Projects had received the maximum SS4A award of \$25,000,000 to help fund these projects. Since the City of Norman was the primary applicant, the funding will flow through Norman and City staff will therefore be responsible for meeting all obligations of the agreement with the Federal Highway Administration (FHWA) who is the funding agency. Although Moore will provide supplemental funding to cover their portion of the project, ultimately, Norman is responsible for making sure all requirements are met to satisfy the SS4A grant requirements.

DISCUSSION:

All federally funded projects require a full NEPA environmental study covering the entire project limits, which for this project is from north of Tecumseh Road to 34th Street in Moore. City staff would like to get this process underway as quickly as possible since these studies take approximately one year to complete and the SS4A grant funding agreement will not be finalized until the environmental document is approved by FHWA.

On January 27, 2026, City Council approved On-Call Contract K-2526-79 with Olsson, Inc. for as needed environmental services. Since Olsson is the design firm for two of the three projects included in the SS4A grant as well as the City of Norman's On-call firm for environmental, they are the logical choice to perform the NEPA environmental study under the On-call contract. Work Order No. PW1, in the amount of \$170,809, with Olsson, Inc. is therefore recommended to complete the required NEPA environmental study.

Funding for Work Order No. PW1 is available within the 36th Ave NW 2019 Bond Project Utilities account (BP0425, 50594019-46701) but will require the funds to be transferred to the project Design account (BP0425, 50594019-46201).

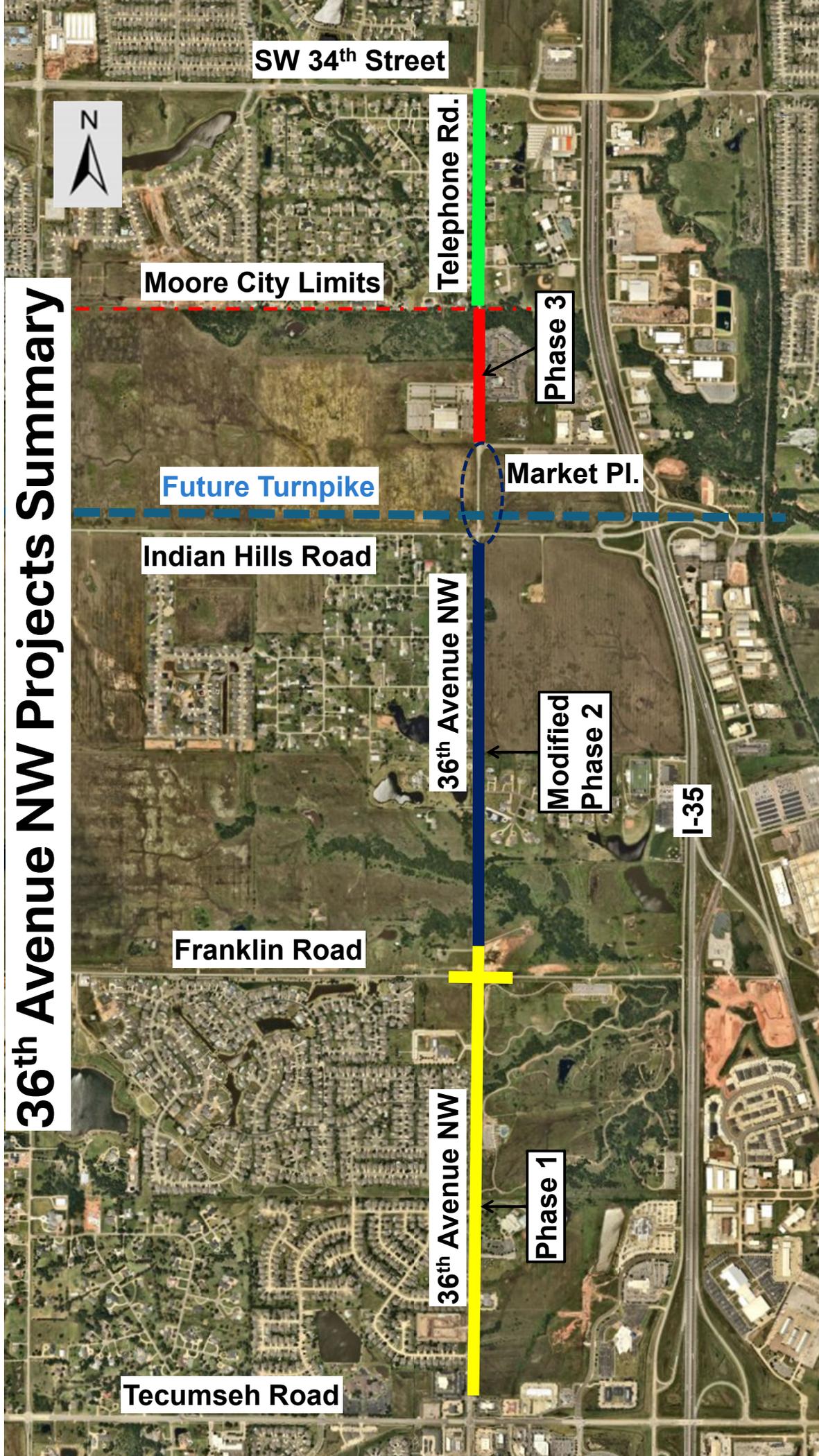
RECOMMENDATION No. 1:

City staff recommends approval of a balance transfer in the amount of \$170,809 from the 36th Ave NW 2019 Bond Project Utilities account (BP0425, 50594019-46701) to the project Design account (BP0425, 50594019-46201).

RECOMMENDATION No. 2:

City staff further recommend approval of Work Order PW1 to Contract K-2526-79 with Olsson, Inc. to provide On-Call Environmental Services in the amount of \$170,809.00.

36th Avenue NW Projects Summary



SW 34th Street



Moore City Limits

Telephone Rd.

Phase 3

Future Turnpike

Market Pl.

Indian Hills Road

36th Avenue NW

Modified Phase 2

I-35

Franklin Road

36th Avenue NW

Phase 1

Tecumseh Road



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/27/2026

REQUESTER: Peter Wolbach

PRESENTER: Peter Wolbach, Staff Engineer - Utilities

ITEM TITLE: *HG/MP*
8/0 CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-79: BY AND BETWEEN THE CITY OF NORMAN, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY AND OLSSON, INC., FOR ON-CALL ENVIRONMENTAL SERVICES ON AN AS-NEEDED BASIS. (City)

BACKGROUND:

Several departments within the City of Norman utilize consultants for various projects necessary to provide reliable services to our citizens and customers. Frequently, consultants for a specific project are selected utilizing a request for proposal specific to the particular project. However, on-call professional service contracts allow staff to expedite the use of consulting services and ensure timely completion of required improvements.

DISCUSSION:

Staff issued Request for Qualifications RFQ-2425-45 to numerous firms providing right-of-way, engineering, surveying, architectural, and environmental services during Fiscal Year 2025. Qualifications were submitted by multiple firms, each identifying the categories of service for which they requested consideration.

Each proposal was independently reviewed and scored by staff from the Parks and Recreation, Public Works, and Utilities Departments, including Tim Miles, Nathan Madenwald, Paul D'Andrea, James Briggs, and Peter Wolbach. Rankings were determined according to the evaluation criteria outlined within the Request for Qualifications.

All reviewers agreed upon the top-ranked firms in each service category based on experience, qualifications, and demonstrated ability to perform the required work. Contracts were then prepared and issued for review, approval, and execution by the selected firms.

Funding for work performed under these contracts will be drawn from the respective project accounts or department budgets and charged at the hourly rates identified in the contract on an as-needed basis. Upon approval of the contracts, staff will select a firm based on availability, relevant experience, and ability to perform the work in a timely manner.

RECOMMENDATION:

Staff recommends that the City of Norman, Norman Municipal Authority, and Norman Utilities Authority approve Contract K-2526-79 with Olsson, Inc., to provide On-Call Environmental Services on an as-needed basis.

AGREEMENT FOR ON-CALL PROFESSIONAL SERVICES

This Agreement is made between the City of Norman/Norman Utilities Authority/Norman Municipal Authority (“Owner”) and Olsson, Inc. (“Contractor”) (Owner and Contractor each individually a “Party” and collectively the “Parties”).

WITNESSETH

WHEREAS, the Owner requires qualified environmental consultants perform professional services (“Services”) in connection with miscellaneous City projects from time to time; and

WHEREAS, the Owner and Contractor wish to enter into an agreement governing the terms and conditions under which Contractor may supply Services, to the extent mutually agreed by the Parties from time to time; and

NOW THEREFORE, in consideration of the promises contained in this Agreement, the Parties, on the date last executed below (the “Effective Date”), agree as follows:

ARTICLE 1 - TERM OF AGREEMENT

The parties desire to enter into a three-year Agreement to secure certain benefits to the contract that would not otherwise be attainable if a multi-year Agreement were not available. Accordingly, it is the expressed intent of the Owner, upon completion of the initial three-year term, to renew the obligations of this contract for two additional one-year terms (maximum contract length of five years), subject to an annual appropriation of funds by the Owner to fund its obligations under this Agreement and subject to Article 11 herein. However, it is also recognized that the Owner can only contract for obligations that occur during a particular fiscal year. To the extent the Owner’s obligations are not funded for any fiscal year during the term of this Agreement, then the portion of the Agreement covering the fiscal year where the Owner’s obligations are unfunded shall be void and unenforceable as to both parties.

ARTICLE 2 –CONTRACTOR’S RESPONSIBILITIES

- 2.1 The standard of care for all Contractor’s Services under this Agreement will be the care and skill ordinarily used by members of Contractor’s profession practicing under similar circumstances at the same time and in the same locality. Contractor shall correct the Services that fail to satisfy this standard of care.
- 2.2 The Contractor shall comply with all existing and future federal, state and local laws, rules and regulations including, but not limited to, those pertaining to collusion and equal employment opportunity.
- 2.3 The Contractor’s duties and assurances pursuant to Articles 6 and 7 shall survive completion, suspension, or termination, for any reason, of this Agreement.

ARTICLE 3 - WORK ORDERS FOR SERVICES TO BE PERFORMED BY CONTRACTOR

- 3.1. Work Orders: The Parties may mutually agree to engage the Services of Contractor for individual Projects by executing one or more Work Orders in the form of EXHIBIT A, pursuant to which project-by-project contract amounts and project timelines will be identified and expressly agreed to. The Work Order shall contain the scope, schedule, and estimate of cost of Contractor’s Services for each project. The Work Order shall also identify the applicable City of Norman Department for which Services are being rendered with each Party’s respective project manager, phone, and email.

- 3.2. Compensation for Services: Contractor's rates for Services for each Work Order shall not exceed those attached hereto as EXHIBIT B, for completion of Services for each Project. Subject to mutual agreement of the Parties, rates contained in EXHIBIT B may be adjusted, no more often than annually, by amendment of this Agreement, in an amount not to exceed that reported for The Consumer Price Index for All Urban Consumers (CPI-U) for the South by the Bureau of Labor Statistics, U.S. Department of Labor.
- 3.3. Method of Payment: Unless otherwise provided in a Work Order, Contractor shall submit separate, detailed monthly invoices for Services provided pursuant to each Work Order. Owner shall pay invoices within thirty (30) days of receipt.

ARTICLE 4 - OWNER'S RESPONSIBILITIES

- 4.1. OWNER-Furnished Data: Owner will provide to Contractor all available, requested electronic data in Owner's possession relating to Contractor's Services on the Project, which may be available from the Owner's various departments relative to utilities as-builts, operations records, parcels, and any other such data necessary. Contractor may reasonably rely upon the accuracy, timeliness, and completeness of the information provided by Owner.
- 4.2. Access to Facilities and Property: Owner will make its facilities accessible to Contractor as required for Contractor's performance of its Services.
- 4.3. Timely Review: Owner will examine Contractor's studies, reports, sketches, drawings, specifications, proposals, and other documents and transmit Owner comments or other decisions to Contractor in a timely manner.
- 4.4. Advertisements, Permits, and Access: Unless otherwise mutually agreed to in a Work Order, Owner will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for Contractor's Services.

ARTICLE 5 – ASSIGNMENT

As this Agreement is professional service agreement which relies upon the personal and professional integrity, financial standing and unique ability and expertise of the Contractor to provide professional services to the Owner, the parties agree that the Contractor may not assign its obligations, rights or interest in this Agreement.

ARTICLE 6 - LIABILITY AND INDEMNIFICATION

- 6.1. General. Having considered the potential liabilities that may exist during the performance of the Services and in consideration of the promises contained in this Agreement, Owner and Contractor agree to allocate and limit such liabilities in accordance with this Article.
- 6.2. Indemnification. To the extent permitted by applicable law including the Constitution of the State of Oklahoma, Contractor and Owner each agree to defend, indemnify, and hold harmless the other, its officers, assigns, predecessors, agents, and employees from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its own negligent acts, errors, or omissions, or those of its authorized employees or agents. In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Contractor and Owner, such liability shall be borne by each party in proportion to its own negligence.

- 6.3. Employee Claims. Contractor shall indemnify Owner against legal liability for damages arising out of claims by Contractor's employees. Owner shall indemnify Contractor against legal liability for damages arising out of claims by Owner's employees.
- 6.4. Unanticipated Hazardous Materials. In the event hazardous material or waste is encountered by Contractor during the course of performing its Services upon the Owner's property, and conditioned upon the fact that Owner did not previously advise Contractor of the existence thereof, then and in that event:
- a. Owner and Contractor acknowledge that the Work Order may be adjusted and compensation to Contractor may be increased as is reasonably necessary for Contractor to complete its Services.
 - b. If the discovery of hazardous substances requires Contractor to take immediate measures to protect health and safety, Contractor agrees to notify Owner immediately following such discovery. Owner agrees, subject to prior written authorization by Owner, to reimburse Contractor for reasonable costs of implementing immediate measures taken to protect health and safety
 - c. Owner shall indemnify, defend, and hold Contractor, its officers, directors, agents, servants, and employees harmless from any claim, demand, or action brought by any third party which is based upon unforeseeable or unavoidable injury or damage caused by said hazardous material or waste.

ARTICLE 7 - INSURANCE

During performance of the Services under this Agreement, Contractor shall maintain the following insurance, at a minimum:

- 7.1. Commercial General Liability (Combined Property Damage, Bodily Injury and Death): \$1,000,000 each occurrence; \$2,000,000 aggregate.
- 7.2. Automobile Liability (Combined Property Damage and Bodily Injury): \$1,000,000.
- 7.3. Workers Compensation for Contractor's employees as required by Oklahoma Statute.
- 7.4. Professional Liability (errors and omissions) insurance: \$2,000,000 aggregate.

Contractor shall furnish Owner certificates of insurance with provision that such insurance shall not be canceled, decreased, nor fail to be renewed without at least thirty (30) days written notice to Owner.

Contractor and Owner shall each require its insurance carriers to waive all rights of subrogation against the other, and its directors, officers, partners, commissioners, officials, agents, and employees for damages covered by any applicable General Liability insurance policies during and after the Services. A similar provision shall be incorporated into all contractual arrangements entered into by Owner and shall protect Owner and Contractor to the same extent.

ARTICLE 8 - LIMITATIONS OF RESPONSIBILITY

Unless specifically provided in a mutually agreed Work Order, Contractor shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions, and programs in connection with any Project; (2) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Contractor, to fulfill contractual responsibilities to the Owner or to comply with Federal, State or local laws, regulations, and codes; or (3) procuring permits, certificates, and licenses required for any construction.

ARTICLE 9 - REUSE OF DOCUMENTS

At Owner's request, Contractor shall furnish Owner with deliverables and/or other data on electronic media. All documents, including but not limited to, drawings, specifications, and computer software prepared by Contractor pursuant to this Agreement are Instruments of Service in respect to the Project. Any further use or reuse by Owner or others for extension, modification, or expansion of this or any other Project, unless under direction of the Contractor, or specifically assigned to Contractor in a mutually agreeable Work Order, shall be without liability to the Contractor and paragraph 6.2 by the Owner shall be in full force and effect.

ARTICLE 10 - RECORDS AND ACCOUNTS

- 10.1. The Contractor will retain all pertinent records, documents and files (both electronic and paper) for a period of five (5) years beyond completion of each Project or termination of the Agreement for any reason. Said records shall include, but are not limited to, field notes, photographs and information, survey results, and any other materials produced, created, or accumulated in performing this Agreement that have not been submitted to the Owner subsequent to final completion of the Project. Owner may have access to such records during mutually agreeable normal business hours.
- 10.2. Such records shall also include its internal accounting records and other supporting documents pertaining to the claims and/or invoices for costs of work and/or services of this Agreement. The Contractor must maintain its accounting records in accordance with generally accepted accounting principles applied on a consistent basis. The Contractor shall permit periodic audits by the Owner and the Owner's authorized representative. The periodic audits of the records in support of claims and invoices for the Agreement shall be performed at times and places mutually agreed upon by the Owner and Contractor. Agreement as to the time and place for audits may not be unreasonably withheld.

ARTICLE 11 – TERMINATION

11.1 Termination for Owner's convenience: Owner may terminate or suspend this Agreement, and/or any Work Order then in progress, in whole or in part, for Owner's convenience upon written notice to Contractor.

11.2 Payment for partial services rendered: Owner shall pay Contractor for all the Services performed up to date of the notice in the manner and amount set by each affected Work Order.

11.3 Obligation of Contractor upon termination: Upon receipt of the notice of termination or suspension of this Agreement, unless the notice directs otherwise, the Contractor shall (1) immediately discontinue all work and services affected; and (2) deliver to the Owner all documents, data, drawings, specifications, reports, calculations, field notes, tracings, plans, models, computer files, estimates, summaries, and other information and materials accumulated in performing this Agreement, whether complete or incomplete.

ARTICLE 12 - COMMUNICATIONS

Except as otherwise expressly provided herein, any notice herein required or permitted to be given shall be in writing and shall be deemed effective when delivered personally, by certified mail, return receipt requested, or by FedEx or other national overnight courier to the appropriate party at the address set forth below (or at such other address as may be designated by either party in a written notice sent in accordance with this Section):

CONTRACTOR: Olsson, Inc.
11600 Broadway Extension, Ste 300
Oklahoma City, OK 73114

OWNER: City Attorney's Office
201 West Gray Street
PO BOX 370
Norman, OK 73070

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and Owner.

ARTICLE 13 – SCOPE AND CONSTRUCTION OF AGREEMENT

- 13.1. Scope and conflicts. This Agreement applies to and governs all Services provided under all Work Orders during the Term. This Agreement controls to the extent of any conflict with any Work Order or other document pertaining to Services. Without limitation of the other terms of this Agreement, any provisions in a Work Order or other document pertaining to Work that purport to or would have the effect of overriding, amending, modifying, or negating any terms of this Agreement relating to warranties, releases, indemnification, insurance, liabilities, or allocation of responsibility for risk or loss are null and void.
- 13.2. No obligation to request or accept Services or Work Orders. Nothing in this Agreement obligates Owner to request the Services of Contractor in connection with any Project or for Contractor to agree to perform Services.

ARTICLE 14 – GENERAL PROVISIONS

- 14.1. Entire agreement. This Agreement, including its Exhibits and any other documents or certificates incorporated herein by reference, expresses the entire understanding of the Owner and the Contractor concerning the Agreement. Neither the Owner nor the Contractor has made or shall be bound by any agreement or any representation to the other concerning this Agreement which is not expressly set forth herein.
- 14.2. Severability. If any provision, clause, portion, or section of this Agreement is unenforceable, illegal, or invalid for any reason, or if any event renders any portion or provision of this Agreement void, such shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision, which is of the essence of this Agreement, be determined void.
- 14.3. Successors and assigns. Owner and Contractor each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to this Agreement and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this Agreement.

- 14.4. Governing law. The parties mutually agree and acknowledge that this is an Oklahoma Agreement and any dispute shall be resolved in accordance with the Laws of the State of Oklahoma and all actions arising hereunder shall be brought in the District Court of Cleveland County. In the event of ambiguity in any of the terms of this Agreement, it shall not be construed for or against any party on the basis that such party did or did not author the same.
- 14.5. Waiver. A waiver by either Owner or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.
- 14.6. Counterparts; facsimile signatures. This Agreement may be executed in counterparts, each of which shall be an original and all of which counterparts taken together shall constitute one and the same agreement. For purposes of this Agreement, a telecopy or scan of an executed counterpart shall constitute an original. Any party delivering an executed counterpart of this Agreement by telecopier or email shall also deliver an original executed counterpart of this Agreement, but the failure to deliver an original executed counterpart shall not affect the validity of this Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed this 27th day of January, 2025 9:10

**CITY OF NORMAN, OKLAHOMA
NORMAN UTILITIES AUTHORITY
NORMAN MUNICIPAL AUTHORITY
(CITY)**

By: [Signature]
Mayor, City of Norman
Chairperson – Norman Utilities Authority
Chairperson – Norman Municipal Authority



Attest: [Signature]
City Clerk – City of Norman
Secretary – Norman Utilities Authority
Secretary – Norman Municipal Authority



Reviewed as to form and legality this 23 day of January, 2025.

[Signature]
City Attorney

EXHIBIT A
WORK ORDER FORM

WORK ORDER NO. _____

This Work Order, dated the _____ day of _____, _____ (the “Effective Date”), between [the City of Norman/the Norman Utilities Authority/Norman Municipal Authority] (“City”) and Olsson, Inc. (“Contractor”) (City and Contractor, together, the “Parties”), adopts and incorporates by reference the terms and conditions of the Agreement for On-Call Professional Services entered into on _____, (“Agreement”) by the Parties. Capitalized terms used by not defined in this Work Order shall have the meanings set out in the Agreement.

WHEREAS, pursuant to Section 3.1 of the Agreement, the Parties wish to enter into this Work Order for purposes of setting forth the rights and obligations regarding the provision of Services by Contractor for [description of project] hereinafter described as “Project” for purposes of this specific Work Order).

NOW THEREFORE, for good and valuable consideration contained herein, the exchange, receipt, and sufficiency of which are acknowledged, the parties agree as follows:

1. Scope of Services. Contractor shall perform those services set forth in Exhibit A attached hereto (“Services”).
2. Compensation and Payment. In consideration for the performance of Services under this Work Order, City shall pay to Contractor in an amount and manner as set forth in Exhibit B attached hereto.
3. Schedule. Contractor shall perform the Services in accordance with the schedule set forth in Exhibit C attached hereto.
4. Termination. The term of this Work Order shall commence on the “Effective Date” and end upon the completion of the Services unless otherwise terminated in accordance with the Agreement.
5. [Other Work Order-Specific Terms and Conditions]

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the City has caused this Work Order No. _____ to be duly executed this _____ day of _____, 202__.

**[CITY OF NORMAN, OKLAHOMA
NORMAN UTILITIES AUTHORITY
NORMAN MUNICIPAL AUTHORITY]
(CITY)**

By: _____

[Mayor, City of Norman
Chairperson – Norman Utilities Authority
Chairperson – Norman Municipal Authority
City Manager]

Attest: _____

[City Clerk – City of Norman
Secretary – Norman Utilities Authority
Secretary – Norman Municipal Authority]

Reviewed as to form and legality this _____ day of _____, 202__.

City Attorney

EXHIBIT B
COMPENSATION

Olsson, Inc.

Position	Rate
Project Manager	\$247.00
Senior Scientist	\$241.00
Project Scientist	\$170.00
Associate Scientist	\$126.00
Applied Technology Specialist	\$177.00
Senior Engineer	\$203.00
Admin	\$112.00

Priority Environmental, LLC

Position	Rate
Clerical	\$67.50
Draftsman/ Field Technician	\$82.50
Senior Field Technician	\$105
Project Manager	\$135
Principal	\$180

WORK ORDER NO. PW1

This Work Order, dated the _____ day of _____, _____ (the “Effective Date”), between the City of Norman (“City”) and Olsson, Inc. (“Consultant”) (City and Consultant, together, the “Parties”), adopts and incorporates by reference the terms and conditions of the Agreement for On-Call Professional Services entered into on January 27, 2026, (“Agreement”) by the Parties. Capitalized terms used by not defined in this Work Order shall have the meanings set out in the Agreement.

WHEREAS, pursuant to Section 3.1 of the Agreement, the Parties wish to enter into this Work Order for purposes of setting forth the rights and obligations regarding the provision of Services by Consultant for the 36th Avenue NW-Tecumseh to 34th Street in Moore NEPA Environmental Study hereinafter described as “Project” for purposes of this specific Work Order).

NOW THEREFORE, for good and valuable consideration contained herein, the exchange, receipt, and sufficiency of which are acknowledged, the parties agree as follows:

1. Scope of Services. Contractor shall perform those services set forth in Exhibit A attached hereto (“Services”).
2. Compensation and Payment. In consideration for the performance of Services under this Work Order, City shall pay to Consultant in an amount and manner as set forth in Exhibit B attached hereto.
3. Schedule. Consultant shall perform the Services in accordance with the schedule set forth in Exhibit C attached hereto.
4. Termination. The term of this Work Order shall commence on the “Effective Date” and end upon the completion of the Services unless otherwise terminated in accordance with the Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Contractor has caused this Work Order No. _____ to be duly executed.

Olsson, Inc. (CONTRACTOR)

By: Jimmy Sparks
Title: Vice President

Attest: Miguel Luna
Corporate Secretary

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) ss.
COUNTY OF Oklahoma)

Before me, the undersigned, a Notary Public in and for said County and State, on this 23 day of January, 2026, personally appeared Jimmy Sparks to me known to be the identical person who executed the foregoing instrument as an authorized representative of the Contractor, and acknowledged to me that they executed the same as their free and voluntary act for the uses and purposes therein set forth.

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

Unique Luna
Notary Public

My Commission Expires: 10/15/28
My Commission Number: 24012855



IN WITNESS WHEREOF, the City has caused this Work Order No. _____ to be duly executed this _____ day of _____, 202__.

**CITY OF NORMAN, OKLAHOMA
(CITY)**

By: _____
Mayor, City of Norman

Attest: _____
City Clerk – City of Norman

Reviewed as to form and legality this 6 day of February, 2028.
Elizabeth Muckela
City Attorney

EXHIBIT A SCOPE OF WORK

GENERAL

Olsson has acquainted itself with the information provided by Client relative to the project and based upon such information offers to provide the services described below for the project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: 36th Avenue N.W. / Telephone Road beginning at W. Tecumseh Road in Norman, Oklahoma, extending north to S.W. 34th Street in Moore, Oklahoma.

Project Description: Reconstruction and Improvement of 36th Avenue N.W. / Telephone Road

SCOPE OF SERVICES

Olsson shall provide the following services (Scope of Services) to Client for the Project:

NEPA COMPLIANCE DESCRIPTION

AUTHORITIES.

- 42 U.S.C. 4321-4361, National Environmental Policy Act.
- 23 U.S.C. § 139, Conducting environmental reviews for transportation projects.
- 23 CFR Part 771, policies and procedures for the Federal Highway Administration (FHWA) in implementing NEPA.

Phase 100 – NEPA COMPLIANCE TASKS

Task 101 – Draft Environmental Assessment

Olsson will prepare a Draft Environmental Assessment (EA) in consultation with the FHWA for the proposed action. Olsson, on behalf of the Cities of Norman and Moore, in consultation with the FHWA, will begin consultation with interested agencies, Tribal Nations, and others to advise them of the scope of the project before preparing the Draft EA. The Draft EA will follow FHWA procedures for implementing NEPA. The Draft EA will identify and discuss the purpose and need, description of proposed action and alternatives, description of the affected environment, and analysis of environmental impacts to the affected environment, including:

- Land Use and Local Planning
- Community Impacts
- Relocations
- Section 4(f) Resources
- Historical, Archaeological, and Traditional Cultural Resources
- Air Quality
- Noise
- Farmland
- Threatened/Endangered Species and other Wildlife / Habitat
- Wetland and Water Resources
- Floodplains
- Hazardous Waste and Hazardous Materials

Olsson will revise the Draft EA based on comments received from the FHWA and produce a Draft EA for public review. The Draft EA will be made available for public inspection electronically and with one hard copy in each at the Cities of Norman and Moore's offices and at the Oklahoma FHWA field office for 30 days. Olsson will prepare the notice of availability of the Draft EA for

the Cities to send to the affected Federal, Tribal, State and local governments. Olsson, in coordination with the Client, will prepare responses to public comments on the draft EA.

Assumptions:

- 1 round of comments with FHWA on Draft EA.
- Public Inspection of the Draft EA will not require a public meeting.
- If required, any section 4(f)/6(f) coordination would be added as a supplemental agreement or fee adjustment to this scope.
- No relocations of residences or businesses will be necessary.
- No more than 50 public comments expected
- No controversial issues associated with the Project that would cause increased agency or public scrutiny.

Deliverables

- One high-resolution PDF of the Draft EA via email and one hard copy for each City office and the Oklahoma FHWA office.

Task 201: Regulatory Requirements

Olsson will identify all environmental permits and regulatory requirements for the Project.

Deliverables

The applicable environmental permits and regulatory requirements will be included as a chapter in the Draft EA. No applicable environmental permits will be acquired or developed as part of this task.

Task 103: Final EA and FONSI

Olsson will prepare the Final EA and FONSI following the public review comment period. The Final EA will include a summary of the comments received on the public review of the Draft EA and the responses to the comments.

Deliverables

One high-resolution PDF of the Final EA and FONSI provided via email.

Phase 200 – Technical Studies and Reports

Olsson proposes the following technical studies and documentation in support of the EA.

Task 201: Waters and Wetlands Delineation

Olsson biologists will complete a desktop review of wetlands and other waters within the project area to identify areas that may contain waters of the U.S. (WOTUS). Using current U.S. Army Corps of Engineers (USACE) guidelines, Olsson will conduct a field visit to verify the features identified during desktop review, as well as any additional potential wetlands identified in the field, and their boundaries by verification of hydric field indicators present. Olsson will collect information on hydric soils, wetland hydrology, and wetland vegetation within the project footprint, according to the methodology outlined by the USACE. The potential jurisdictional boundaries of the wetlands within the project footprint will be mapped with a field global positioning (GPS) unit. All potential wetlands and water courses will be documented.

Deliverables

Olsson will create a delineation report that may be used in any permit requirements. The report will follow USACE guidelines and meet the requirements needed to attain an USACE nationwide permit or individual permit. The report will be included as an appendix to the EA with results summarized within the EA document.

Task 202. Biological Resources

Olsson biologists will evaluate the project area for the presence of federally listed endangered and threatened species and their suitable habitat. Federally listed species include those characterized by the U.S. Fish and Wildlife Service (USFWS) under the authority of the Endangered Species Act (ESA) of 1973 (16 USC 1531–1544) as threatened, endangered, candidate, or those currently proposed for listing. The ESA mandates the protection of federally listed threatened or endangered species, as well as any habitat designated as critical habitat for listed species.

Olsson will review and submit an official Information for Planning and Consultation (IPaC) report through the USFWS for listed and proposed threatened and endangered species and candidates for listing within the Project's action area. Olsson will assess the potential suitable nesting habitat for migratory birds, including eagles protected under the Migratory Bird Treaty Act (MBTA) and Bald and Golden Eagle Protection Act (BGEPA). Olsson will also conduct natural resources assessments of the Project area, including the vegetation and wildlife communities.

Deliverables

Olsson will create an IPaC report and assess potential habitat for threatened and endangered species, migratory birds, and eagles. The results of these findings will be summarized in the EA document. The IPaC and agency coordination will be included as an appendix to the EA.

Task 203. Cultural Resources

Olsson's Cultural Resources staff meet the Secretary of Interior's Standards Professional Qualifications Standards to perform identification, evaluation, registration, and treatment activities for the respective field, specifically archaeological studies and built environment studies. These qualifications are outlined in 36 CFR Part 61.

Olsson will investigate the following cultural resource information located within the Project's area of potential effect.

- Historic Properties/Structures/Landscapes
- Properties and districts listed in the National Register of Historic Places (NRHP).
- Properties and districts eligible to be listed in the NRHP.
- Historic Bridges listed in the NRHP
- Historic Bridges eligible to be listed in the NRHP.
- Archaeological Sites
- Prehistoric and historic archaeological sites recorded with the Office of the Oklahoma Archeological Survey (OAS).
- Early historic "GLO" sites recorded with the OAS
- Previously surveyed cultural resource site.
- Historic Cemeteries

Olsson will complete a Cultural Resources Phase I investigation and reports that adhere to guidance that FHWA may have with Oklahoma Historical Society/State Historic Preservation Office's (OHS/SHPO) and Oklahoma Archeological Survey (OAS). For FHWA-funded transportation projects, FHWA is legally responsible for overseeing the Section 106 process and has the final authority in making Section 106 decisions.

Olsson cultural resources staff will conduct background research to include review of the NRHP database, archival maps and aerial photographs, soils, geology, and an Oklahoma Archeological Survey file (OASIS) search. Background research will be summarized to provide

recommendations on high probability areas within the project right-of-way (ROW) and on project regulatory compliance.

Olsson cultural resources staff will conduct an intensive archaeological survey of the project location to meet Section 106 compliance requirements in the Project's footprint as determined through tribal and agency consultation to evaluate for the presence of cultural resources. The survey will be conducted in accordance with the Oklahoma Review and Compliance Manual (Revised November 2015) and with guidelines for surveys set forth in OHS/SHPO Architectural/Historic Resource Survey: A Field Guide. The guidelines for Oklahoma have been based on the Secretary of the Interior's Standards for Identification. All SHPO Historic preservation Resources Identification Forms, photographs and streetscapes will be completed according to SHPO standards.

Assumptions:

- The project location is surveyed at a high probability level of effort (1 test/30 m).
- 100% right of entry will be available at the time of initiating field survey and access will be coordinated by others.
- Backhoe trenching will not be required as part of the cultural resources survey.
- No NRHP/DOE eligibility testing, mitigation, or data recovery.
- Built environment (architectural) resources will be recorded.
- All survey will be conducted within the project location, and no archaeological sites or cultural resources will be documented outside of the project location boundaries.
- Artifacts encountered will be documented and reburied *in situ*.
- No state or federal cultural resources permits will be required.

Deliverables

An electronic draft of the cultural resources survey report will be provided for FHWA review and Olsson will address and provide any comments to prepare a final report. Olsson assumes one round of comments. A digital final cultural resources report will be submitted to FHWA for Section 106 consultation. The results of these findings will be summarized in the EA document, and the final Section 106 report will be included as an appendix to the EA. Olsson will permanently curate field forms, notes, photographs, and other field-generated materials.

Task 204: Initial Site Assessment

Olsson scientists will complete an Initial Site Assessment (ISA) to include, but not limited to the following:

- A regulatory database search report of hazardous waste sites of Federal, State, Tribal, regional and local agencies in accordance with ASTM E1527-21 or its most recent edition. Olsson will make every effort to determine whether the identified unlocatable sites are within the respective ASTM-required distance relative to the project footprint and make a statement to such effect in the body of the ISA report.
- A file/case review at the Federal, State, Tribal or Local agency (unless equivalent details may be obtained by other means such as the internet, phone interview, fax, or by mail) when a site is deemed to be a potential risk to the project (Moderate to High Risk), and copies of pertinent information will be included in the ISA's appendices.
- Review of Sanborn Fire Insurance Maps, aerial photographs and other reports, maps and photographs as necessary, to determine past and present land uses to assist in identifying known or potentially hazardous material/waste sites on parcels of land within the project and current and abandoned coal mines within the study area.

- A field survey to identify all potentially hazardous material/waste sites on the parcels of land within and adjacent to the Project's proposed ROW using the standardized Land Use Windshield Survey form. The forms shall be used to describe land use(s) within and adjacent to the project footprint. The forms shall be used as field notes and attached in an appendix, not prepared as a result of title searches or other database searches. At least one Land Use Windshield Survey form shall be completed for each observed land use within or adjacent to the project (agricultural, industrial, etc.). If a recognized environmental condition (REC) is identified, the REC shall receive a separate form. Actual presence of hazardous material/waste in soil or groundwater is not included, however, overt indications of potential contamination, such as stained soil around drums, tanks, etc., shall be noted.
- Identification of Above Ground Storage Tanks (AST), Underground Storage Tanks (UST), Leaking Underground Storage Tanks (LUST) Sites and oil wells located within 1/8th of a mile of the Project area. A review from the Oklahoma Corporation Commission files for any past or present oil and gas activity including saltwater disposal will be included. Any information regarding the location of drilled wells, records of completion and plugging, field inspection reports, reported leaks, spills or violations of any kind will also be included.

Deliverables

Olsson will create an ISA report. The results of the report will be summarized in the EA document, and the report will be included as an appendix to the EA.

Task 205: Noise Study

Olsson's noise specialist will complete a noise study for the proposed project to include:

- Identification of existing activities developed lands, and undeveloped lands for which development is planned, designed and programmed, which may be affected by noise from the roadway.
- Determination of existing levels by measurement or by use of a simple application of the FHWA model.
- Prediction of traffic noise levels using a simple application of the FHWA Mode.
- Determination of traffic noise impacts using the two impact criteria in 23 CFR 772. If no impacts exist, a brief explanation of the basis for no traffic noise impacts will be documented.
- If impacts exist, determine if there are any reasonable and feasible measures which will abate the impacts.

Deliverables

The results of the report will be summarized in the EA document, and the noise study will be included as an appendix to the EA.

Phase 3: Public Engagement

Public Engagement regarding the Project has been underway since 2012. The City of Norman will be responsible for additional public engagement and will provide Olsson with stakeholder and public meeting summaries for inclusion in the EA document and meeting materials, attendee lists, feedback and questions and concerns expressed and addressed.

Phase 300 – Project Management and Meetings

Olsson has included costs for project management, conference calls, and in-person meetings.

Assumptions and Conditions

Any work not discussed in the tasks above may be considered outside of this scope and may require a supplemental agreement or fee adjustment.

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

**EXHIBIT B
COMPENSATION**

SUMMARY OF COSTS

Table 1.

Proposed Task	Hours	Fee
Task 1: Draft EA	176	\$40,996
Task 2: Regulatory Requirements	16	\$2,720
Task 3: Final EA and FONSI	44	\$10,604
Task 4: Wetland Delineation	62	\$8,394
Task 5: Biological Resources	38	\$6,272
Task 6: Cultural Resources	202	\$31,020
Task 7: Initial Site Assessment	26	\$4,562
Task 8: Noise Study	280	\$56,120
Task 9: Project Management and Meetings	24	\$5,784
Labor Total	868	\$166,472

Direct Costs	Unit Cost	Quantity	Total Cost
Vehicle	\$0.725/mile	1,228	\$890
Tolls	\$11/toll	8	\$88
Lodging	\$133.3/night	9	\$1,182
Meals	\$68/Day	11	\$952
Equipment Rental	\$25/Day	7	\$175
EDR Report	\$1,050	1	\$1,050
Direct Cost Total			\$4,337

TOTAL NOT TO EXCEED	\$170,809
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Olsson, Inc.

Position	Hourly Rate
Project Manager	\$247.00
Senior Scientist	\$241.00
Project Scientist	\$170.00
Associate Scientist	\$126.00
Applied Technology Specialist	\$177.00
Senior Engineer	\$203.00
Admin	\$112.00

Priority Environmental, LLC

Position	Hourly Rate
Clerical	\$67.50
Draftsman/ Field Technician	\$82.50
Senior Field Technician	\$105
Project Manager	\$135
Principal	\$180

EXHIBIT C
SCHEDULE**SCHEDULE**

NEPA Tasks	Duration
Coordination with FHWA and Consultation with interested parties	45 days
Technical Studies and Agency Coordination	180 Days
Draft EA	60 Days
Public Review	30 Days
Final EA and FONSI	30 Days
TOTAL	345 Days

File Attachments for Item:

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-85: BY AND BETWEEN THE CITY OF NORMAN, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY, AND STV INCORPORATED FOR ON-CALL ENGINEERING SERVICES ON AN AS-NEEDED BASIS. (City)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Peter Wolbach

PRESENTER: Peter Wolbach, Staff Engineer - Utilities

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-85: BY AND BETWEEN THE CITY OF NORMAN, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY, AND STV INCORPORATED FOR ON-CALL ENGINEERING SERVICES ON AN AS-NEEDED BASIS. (City)

BACKGROUND:

Several departments within the City of Norman utilize consultants for various projects necessary to provide reliable services to our citizens and customers. Frequently, consultants for a specific project are selected utilizing a request for proposal specific to the particular project. However, on-call professional service contracts allow staff to expedite the use of consulting services and ensure timely completion of required improvements.

DISCUSSION:

Staff issued Request for Qualifications RFQ-2425-45 to numerous firms providing right-of-way, engineering, surveying, architectural, and environmental services during Fiscal Year 2025. Qualifications were submitted by multiple firms, each identifying the categories of service for which they requested consideration.

Each proposal was independently reviewed and scored by staff from the Parks and Recreation, Public Works, and Utilities Departments, including Tim Miles, Nathan Madenwald, Paul D'Andrea, James Briggs, and Peter Wolbach. Rankings were determined according to the evaluation criteria outlined within the Request for Qualifications.

All reviewers agreed upon the top-ranked firms in each service category based on experience, qualifications, and demonstrated ability to perform the required work. Contracts were then prepared and issued for review, approval, and execution by the selected firms.

Funding for work performed under these contracts will be drawn from the respective project accounts or department budgets and charged at the hourly rates identified in the contract on an as-needed basis. Upon approval of the contracts, staff will select a firm based on availability, relevant experience, and ability to perform the work in a timely manner.

RECOMMENDATION:

Staff recommends that the City of Norman, Norman Municipal Authority, and Norman Utilities Authority approve Contract K-2526-85 with STV Incorporated to provide On-Call Engineering Services on an as-needed basis.

AGREEMENT FOR ON-CALL PROFESSIONAL SERVICES

This Agreement is made between the City of Norman/Norman Utilities Authority/Norman Municipal Authority (“Owner”) and STV Incorporated (“Contractor”) (Owner and Contractor each individually a “Party” and collectively the “Parties”).

WITNESSETH

WHEREAS, the Owner requires a registered engineer to perform professional engineering services (“Services”) in connection with miscellaneous City projects from time to time; and

WHEREAS, the Owner and Contractor wish to enter into an agreement governing the terms and conditions under which Contractor may supply Services, to the extent mutually agreed by the Parties from time to time; and

NOW THEREFORE, in consideration of the promises contained in this Agreement, the Parties, on the date last executed below (the “Effective Date”), agree as follows:

ARTICLE 1 - TERM OF AGREEMENT

The parties desire to enter into a three-year Agreement to secure certain benefits to the contract that would not otherwise be attainable if a multi-year Agreement were not available. Accordingly, it is the expressed intent of the Owner, upon completion of the initial three-year term, to renew the obligations of this contract for two additional one-year terms (maximum contract length of five years), subject to an annual appropriation of funds by the Owner to fund its obligations under this Agreement and subject to Article 11 herein. However, it is also recognized that the Owner can only contract for obligations that occur during a particular fiscal year. To the extent the Owner’s obligations are not funded for any fiscal year during the term of this Agreement, then the portion of the Agreement covering the fiscal year where the Owner’s obligations are unfunded shall be void and unenforceable as to both parties.

ARTICLE 2 –CONTRACTOR’S RESPONSIBILITIES

- 2.1 The standard of care for all Contractor’s Services under this Agreement will be the care and skill ordinarily used by members of Contractor’s profession practicing under similar circumstances at the same time and in the same locality. Contractor shall correct the Services that fail to satisfy this standard of care.
- 2.2 The Contractor shall comply with all existing and future federal, state and local laws, rules and regulations including, but not limited to, those pertaining to collusion and equal employment opportunity.
- 2.3 The Contractor’s duties and assurances pursuant to Articles 6 and 7 shall survive completion, suspension, or termination, for any reason, of this Agreement.

ARTICLE 3 - WORK ORDERS FOR SERVICES TO BE PERFORMED BY CONTRACTOR

- 3.1. Work Orders: The Parties may mutually agree to engage the Services of Contractor for individual Projects by executing one or more Work Orders in the form of EXHIBIT A, pursuant to which project-by-project contract amounts and project timelines will be identified and expressly agreed to. The Work Order shall contain the scope, schedule, and estimate of cost of Contractor’s Services for each project. The Work Order shall also identify the applicable City of Norman Department for which Services are being rendered with each Party’s respective project manager, phone, and email.

- 3.2. Compensation for Services: Contractor's rates for Services for each Work Order shall not exceed those attached hereto as EXHIBIT B, for completion of Services for each Project. Subject to mutual agreement of the Parties, rates contained in EXHIBIT B may be adjusted, no more often than annually, by amendment of this Agreement, in an amount not to exceed that reported for The Consumer Price Index for All Urban Consumers (CPI-U) for the South by the Bureau of Labor Statistics, U.S. Department of Labor.
- 3.3. Method of Payment: Unless otherwise provided in a Work Order, Contractor shall submit separate, detailed monthly invoices for Services provided pursuant to each Work Order. Owner shall pay invoices within thirty (30) days of receipt.

ARTICLE 4 - OWNER'S RESPONSIBILITIES

- 4.1. OWNER-Furnished Data: Owner will provide to Contractor all available, requested electronic data in Owner's possession relating to Contractor's Services on the Project, which may be available from the Owner's various departments relative to utilities as-builts, operations records, parcels, and any other such data necessary. Contractor may reasonably rely upon the accuracy, timeliness, and completeness of the information provided by Owner.
- 4.2. Access to Facilities and Property: Owner will make its facilities accessible to Contractor as required for Contractor's performance of its Services.
- 4.3. Timely Review: Owner will examine Contractor's studies, reports, sketches, drawings, specifications, proposals, and other documents and transmit Owner comments or other decisions to Contractor in a timely manner.
- 4.4. Advertisements, Permits, and Access: Unless otherwise mutually agreed to in a Work Order, Owner will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for Contractor's Services.

ARTICLE 5 – ASSIGNMENT

As this Agreement is professional service agreement which relies upon the personal and professional integrity, financial standing and unique ability and expertise of the Contractor to provide professional services to the Owner, the parties agree that the Contractor may not assign its obligations, rights or interest in this Agreement.

ARTICLE 6 - LIABILITY AND INDEMNIFICATION

- 6.1. General. Having considered the potential liabilities that may exist during the performance of the Services and in consideration of the promises contained in this Agreement, Owner and Contractor agree to allocate and limit such liabilities in accordance with this Article.
- 6.2. Indemnification. To the extent permitted by applicable law including the Constitution of the State of Oklahoma, Contractor and Owner each agree to indemnify and hold harmless the other, its officers, assigns, predecessors, agents, and employees from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its own negligent acts, errors, or omissions, or those of its authorized employees or agents. In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Contractor and Owner, such liability shall be borne by each party in proportion to its own negligence.

- 6.3. Employee Claims. Contractor shall indemnify Owner against legal liability for damages arising out of claims by Contractor's employees. Owner shall indemnify Contractor against legal liability for damages arising out of claims by Owner's employees.
- 6.4. Unanticipated Hazardous Materials. In the event hazardous material or waste is encountered by Contractor during the course of performing its Services upon the Owner's property, and conditioned upon the fact that Owner did not previously advise Contractor of the existence thereof, then and in that event:
- a. Owner and Contractor acknowledge that the Work Order may be adjusted and compensation to Contractor may be increased as is reasonably necessary for Contractor to complete its Services.
 - b. If the discovery of hazardous substances requires Contractor to take immediate measures to protect health and safety, Contractor agrees to notify Owner immediately following such discovery. Owner agrees, subject to prior written authorization by Owner, to reimburse Contractor for reasonable costs of implementing immediate measures taken to protect health and safety
 - c. Owner shall indemnify, defend, and hold Contractor, its officers, directors, agents, servants, and employees harmless from any claim, demand, or action brought by any third party which is based upon unforeseeable or unavoidable injury or damage caused by said hazardous material or waste.

ARTICLE 7 - INSURANCE

During performance of the Services under this Agreement, Contractor shall maintain the following insurance, at a minimum:

- 7.1. Commercial General Liability (Combined Property Damage, Bodily Injury and Death): \$1,000,000 each occurrence; \$2,000,000 aggregate.
- 7.2. Automobile Liability (Combined Property Damage and Bodily Injury): \$1,000,000.
- 7.3. Workers Compensation for Contractor's employees as required by Oklahoma Statute.
- 7.4. Professional Liability (errors and omissions) insurance: \$2,000,000 aggregate.

Contractor shall furnish Owner certificates of insurance with provision that such insurance shall not be canceled, decreased, nor fail to be renewed without at least thirty (30) days written notice to Owner.

Contractor and Owner shall each require its insurance carriers to waive all rights of subrogation against the other, and its directors, officers, partners, commissioners, officials, agents, and employees for damages covered by any applicable General Liability insurance policies during and after the Services. A similar provision shall be incorporated into all contractual arrangements entered into by Owner and shall protect Owner and Contractor to the same extent.

ARTICLE 8 - LIMITATIONS OF RESPONSIBILITY

Unless specifically provided in a mutually agreed Work Order, Contractor shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions, and programs in connection with any Project; (2) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Contractor, to fulfill contractual responsibilities to the Owner or to comply with Federal, State or local laws, regulations, and codes; or (3) procuring permits, certificates, and licenses required for any construction.

ARTICLE 9 - REUSE OF DOCUMENTS

At Owner's request, Contractor shall furnish Owner with deliverables and/or other data on electronic media. All documents, including but not limited to, drawings, specifications, and computer software prepared by Contractor pursuant to this Agreement are Instruments of Service in respect to the Project. Any further use or reuse by Owner or others for extension, modification, or expansion of this or any other Project, unless under direction of the Contractor, or specifically assigned to Contractor in a mutually agreeable Work Order, shall be without liability to the Contractor and paragraph 6.2 by the Owner shall be in full force and effect.

ARTICLE 10 - RECORDS AND ACCOUNTS

- 10.1. The Contractor will retain all pertinent records, documents and files (both electronic and paper) for a period of five (5) years beyond completion of each Project or termination of the Agreement for any reason. Said records shall include, but are not limited to, field notes, photographs and information, survey results, and any other materials produced, created, or accumulated in performing this Agreement that have not been submitted to the Owner subsequent to final completion of the Project. Owner may have access to such records during mutually agreeable normal business hours.
- 10.2. Such records shall also include its internal accounting records and other supporting documents pertaining to the claims and/or invoices for costs of work and/or services of this Agreement. The Contractor must maintain its accounting records in accordance with generally accepted accounting principles applied on a consistent basis. The Contractor shall permit periodic audits by the Owner and the Owner's authorized representative. The periodic audits of the records in support of claims and invoices for the Agreement shall be performed at times and places mutually agreed upon by the Owner and Contractor. Agreement as to the time and place for audits may not be unreasonably withheld.

ARTICLE 11 – TERMINATION

- 11.1 Termination for Owner's convenience: Owner may terminate or suspend this Agreement, and/or any Work Order then in progress, in whole or in part, for Owner's convenience upon written notice to Contractor.
- 11.2 Payment for partial services rendered: Owner shall pay Contractor for all the Services performed up to date of the notice in the manner and amount set by each affected Work Order.
- 11.3 Obligation of Contractor upon termination: Upon receipt of the notice of termination or suspension of this Agreement, unless the notice directs otherwise, the Contractor shall (1) immediately discontinue all work and services affected; and (2) deliver to the Owner all documents, data, drawings, specifications, reports, calculations, field notes, tracings, plans, models, computer files, estimates, summaries, and other information and materials accumulated in performing this Agreement, whether complete or incomplete.

ARTICLE 12 - COMMUNICATIONS

Except as otherwise expressly provided herein, any notice herein required or permitted to be given shall be in writing and shall be deemed effective when delivered personally, by certified mail, return receipt requested, or by FedEx or other national overnight courier to the appropriate party at the address set forth below (or at such other address as may be designated by either party in a written notice sent in accordance with this Section):

CONTRACTOR: STV Incorporated
2000 N. Classen Blvd.
Suite 1410
Oklahoma City OK 73106

OWNER: City Attorney's Office
201 West Gray Street
PO BOX 370
Norman, OK 73070

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and Owner.

ARTICLE 13 – SCOPE AND CONSTRUCTION OF AGREEMENT

- 13.1. Scope and conflicts. This Agreement applies to and governs all Services provided under all Work Orders during the Term. This Agreement controls to the extent of any conflict with any Work Order or other document pertaining to Services. Without limitation of the other terms of this Agreement, any provisions in a Work Order or other document pertaining to Work that purport to or would have the effect of overriding, amending, modifying, or negating any terms of this Agreement relating to warranties, releases, indemnification, insurance, liabilities, or allocation of responsibility for risk or loss are null and void.
- 13.2. No obligation to request or accept Services or Work Orders. Nothing in this Agreement obligates Owner to request the Services of Contractor in connection with any Project or for Contractor to agree to perform Services.

ARTICLE 14 – GENERAL PROVISIONS

- 14.1. Entire agreement. This Agreement, including its Exhibits and any other documents or certificates incorporated herein by reference, expresses the entire understanding of the Owner and the Contractor concerning the Agreement. Neither the Owner nor the Contractor has made or shall be bound by any agreement or any representation to the other concerning this Agreement which is not expressly set forth herein.
- 14.2. Severability. If any provision, clause, portion, or section of this Agreement is unenforceable, illegal, or invalid for any reason, or if any event renders any portion or provision of this Agreement void, such shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision, which is of the essence of this Agreement, be determined void.
- 14.3. Successors and assigns. Owner and Contractor each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to this Agreement and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this Agreement.

- 14.4. Governing law. The parties mutually agree and acknowledge that this is an Oklahoma Agreement and any dispute shall be resolved in accordance with the Laws of the State of Oklahoma and all actions arising hereunder shall be brought in the District Court of Cleveland County. In the event of ambiguity in any of the terms of this Agreement, it shall not be construed for or against any party on the basis that such party did or did not author the same.
- 14.5. Waiver. A waiver by either Owner or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.
- 14.6. Counterparts; facsimile signatures. This Agreement may be executed in counterparts, each of which shall be an original and all of which counterparts taken together shall constitute one and the same agreement. For purposes of this Agreement, a telecopy or scan of an executed counterpart shall constitute an original. Any party delivering an executed counterpart of this Agreement by telecopier or email shall also deliver an original executed counterpart of this Agreement, but the failure to deliver an original executed counterpart shall not affect the validity of this Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, Contractor has caused this Agreement to be duly executed.

**STV INCORPORATED
(CONTRACTOR)**

By: 
David M. Neuhauser

Title: Vice President

Attest: _____
Corporate Secretary

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) ss.
COUNTY OF Oklahoma)

Before me, the undersigned, a Notary Public in and for said County and State, on this 14 day of January, 2026, personally appeared David M. Neuhauser, to me known to be the identical person who executed the foregoing instrument as an authorized representative of the Contractor, and acknowledged to me that they executed the same as their free and voluntary act for the uses and purposes therein set forth.

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


Notary Public

My Commission Expires: April 16, 2027
My Commission Number: 23005258

RICHARD TAYLOR
NOTARY PUBLIC - STATE OF OKLAHOMA
MY COMMISSION EXPIRES APRIL 16, 2027
COMMISSION # 23005258

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed this _____ day of _____, 2025.

**CITY OF NORMAN, OKLAHOMA
NORMAN UTILITIES AUTHORITY
NORMAN MUNICIPAL AUTHORITY
(CITY)**

By: _____
Mayor, City of Norman
Chairperson – Norman Utilities Authority
Chairperson – Norman Municipal Authority

Attest: _____
City Clerk – City of Norman
Secretary – Norman Utilities Authority
Secretary – Norman Municipal Authority

Reviewed as to form and legality this 22 day of January, 2025.



City Attorney

EXHIBIT A
WORK ORDER FORM

WORK ORDER NO. _____

This Work Order, dated the _____ day of _____, _____ (the "Effective Date"), between [the City of Norman/the Norman Utilities Authority/Norman Municipal Authority] ("City") and STV Incorporated ("Contractor") (City and Contractor, together, the "Parties"), adopts and incorporates by reference the terms and conditions of the Agreement for On-Call Professional Services entered into on _____, ("Agreement") by the Parties. Capitalized terms used by not defined in this Work Order shall have the meanings set out in the Agreement.

WHEREAS, pursuant to Section 3.1 of the Agreement, the Parties wish to enter into this Work Order for purposes of setting forth the rights and obligations regarding the provision of Services by Contractor for [description of project] hereinafter described as "Project" for purposes of this specific Work Order).

NOW THEREFORE, for good and valuable consideration contained herein, the exchange, receipt, and sufficiency of which are acknowledged, the parties agree as follows:

1. Scope of Services. Contractor shall perform those services set forth in Exhibit A attached hereto ("Services").
2. Compensation and Payment. In consideration for the performance of Services under this Work Order, City shall pay to Contractor in an amount and manner as set forth in Exhibit B attached hereto.
3. Schedule. Contractor shall perform the Services in accordance with the schedule set forth in Exhibit C attached hereto.
4. Termination. The term of this Work Order shall commence on the "Effective Date" and end upon the completion of the Services unless otherwise terminated in accordance with the Agreement.
5. [Other Work Order-Specific Terms and Conditions]

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Contractor has caused this Work Order No. ____ to be duly executed.

**STV Incorporated
(CONTRACTOR)**

By: _____

Title: _____

Attest: _____
Corporate Secretary

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) ss.
COUNTY OF _____)

Before me, the undersigned, a Notary Public in and for said County and State, on this ____ day of _____, 20____, personally appeared _____, to me known to be the identical person who executed the foregoing instrument as an authorized representative of the Contractor, and acknowledged to me that they executed the same as their free and voluntary act for the uses and purposes therein set forth.

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

Notary Public

My Commission Expires: _____
My Commission Number: _____

WO # [#] to K-2526-85

IN WITNESS WHEREOF, the City has caused this Work Order No. _____ to be duly executed this _____ day of _____, 202__.

**[CITY OF NORMAN, OKLAHOMA
NORMAN UTILITIES AUTHORITY
NORMAN MUNICIPAL AUTHORITY]
(CITY)**

By: _____

[Mayor, City of Norman
Chairperson – Norman Utilities Authority
Chairperson – Norman Municipal Authority
City Manager]

Attest: _____

[City Clerk – City of Norman
Secretary – Norman Utilities Authority
Secretary – Norman Municipal Authority]

Reviewed as to form and legality this _____ day of _____, 202__.

City Attorney

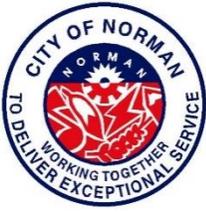
EXHIBIT B
COMPENSATION

**CITY OF NORMAN
ON-CALL CONTRACT - ENGINEERING
HOURLY AND OVERHEAD RATES
1.23.2026**

Personnel Classification	Average Hourly Wage Rate	Approved Rate Multiplier	Approved Hourly Rate
STV Incorporated			
Area Manager	\$118.00	3.00	\$354.00
Senior Project Manager	\$103.00	3.00	\$309.00
Project Manager	\$92.00	3.00	\$276.00
Senior Engineer	\$85.00	3.00	\$255.00
Project Engineer	\$70.00	3.00	\$210.00
Design Engineer	\$52.00	3.00	\$156.00
Senior Design Technician	\$48.00	3.00	\$144.00
Engineer Intern	\$42.00	3.00	\$126.00
CAD Technician	\$32.00	3.00	\$96.00
Planning Director	\$108.00	3.00	\$324.00
Senior Infrastructure Planner	\$70.00	3.00	\$210.00
Infrastructure Planner	\$50.00	3.00	\$150.00
Sr. GIS Analyst	\$75.00	3.00	\$225.00
GIS Analyst II	\$60.00	3.00	\$180.00
GIS Analyst I	\$45.00	3.00	\$135.00
Senior Infrastructure Economist	\$95.00	3.00	\$285.00
Infrastructure Economist	\$67.00	3.00	\$201.00
Construction Manager	\$100.00	3.00	\$300.00
Senior Inspector	\$75.00	3.00	\$225.00
Field Inspector	\$65.00	3.00	\$195.00
Administrative	\$40.00	3.00	\$120.00
Clerical	\$29.00	3.00	\$87.00

File Attachments for Item:

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-114: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., IN THE AMOUNT OF \$234,900 FOR ENGINEERING SERVICES FOR FLOOD AVENUE WATER LINE REPLACEMENT — BOYD STREET TO ROBINSON STREET (WARDS 4 AND 8)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Peter Wolbach, Utilities Staff Engineer

PRESENTER: Peter Wolbach, Utilities Staff Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-114: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., IN THE AMOUNT OF \$234,900 FOR ENGINEERING SERVICES FOR FLOOD AVENUE WATER LINE REPLACEMENT — BOYD STREET TO ROBINSON STREET (WARDS 4 AND 8)

BACKGROUND:

Existing water lines along Flood Avenue between Boyd Street and Robinson Street are aging and have experienced increased maintenance and failure concerns. The project includes the replacement of approximately 7,800 linear feet of 6-inch and 8-inch water mains to improve system reliability and reduce future maintenance needs.

On July 17, 2025, the Norman Utilities Authority (NUA) issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various water and wastewater infrastructure projects. Kimley-Horn and Associates, Inc. (Kimley-Horn) was selected to provide professional engineering services for the Flood Avenue Water Line Replacement project.

DISCUSSION:

This contract provides for Kimley-Horn to perform the following services:

1. Preliminary Design Phase;
2. Final Design Phase;
3. Bid Phase Services;
4. Limited Construction Administration; and
5. Production of As-Built Record Documents.

The total fee for this work is \$234,900. Funding for this work will be from the Waterline Replacement: Flood from Boyd to Robinson design account (31996683-46201 / Project WA0391) which has an available balance of \$250,000.

RECOMMENDATION:

Staff recommends that NUA approve Contract K-2526-114 between the NUA and Kimley-Horn and Associates, Inc., in the amount of \$234,900, for engineering services for Flood Avenue Water Line Replacement Project - Boyd Street to Robinson Street.

Contract K-2526-114

AGREEMENT
FOR
ENGINEERING SERVICES

This AGREEMENT, between the Norman Utilities Authority (OWNER) and Kimley-Horn and Associates, Inc., (ENGINEER);

WITNESSETH

WHEREAS, OWNER intends to replace approximately 7,800 linear feet of water mains along Flood Avenue generally from Robinson Avenue to Boyd Avenue;

WHEREAS, OWNER requires survey and engineering services in connection with the PROJECT (the SERVICES) (the SERVICES); and,

WHEREAS, ENGINEER is prepared to provide said SERVICES; and.

NOW THEREFORE, in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this AGREEMENT shall be _____.

ARTICLE 2 - COMPLETION DATE

ENGINEER shall complete the SERVICES in accordance with Attachment A, Project Schedule.

ARTICLE 3 - GOVERNING LAW

The laws of the state of Oklahoma shall govern this AGREEMENT.

ARTICLE 4 - SERVICES TO BE PERFORMED BY ENGINEER

ENGINEER shall perform the SERVICES described in Attachment B, Scope of Services.

ARTICLE 5 - COMPENSATION

OWNER shall pay ENGINEER in accordance with Attachment C, Compensation.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

- 6.1. OWNER-Furnished Data: Upon request, OWNER will provide to ENGINEER all data in OWNER's possession relating to ENGINEER's SERVICES on the PROJECT. Such data may include electronic data available from the OWNER's Geographic Information System (GIS), data generated by OWNER's water distribution system model and existing water quality data. ENGINEER will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by OWNER. OWNER's data is provided for temporary use or copying by ENGINEER.
- 6.2. Access to Facilities and Property: OWNER will make its facilities accessible to ENGINEER as required for ENGINEER's performance of its SERVICES.
- 6.3. Timely Review: OWNER will examine ENGINEER's studies, reports, sketches, drawings, specifications, proposals, and other documents; and transmit OWNER comments or other decisions to ENGINEER in a timely manner.
- 6.4. Meetings: OWNER will participate in monthly progress meetings or other meetings with ENGINEER or contractor(s) defined in Scope of Services.
- 6.5. Advertisements, Permits, and Access: Unless otherwise agreed to in the Scope of Services, OWNER will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal

Contract K-2526-114

authorities; and land, easements, rights-of-way, and access necessary for ENGINEER's SERVICES or PROJECT construction.

- 6.6. Hazardous Substances: Unless otherwise provided in this Agreement, Contractor shall have no responsibility for the discovery, presence, handling, removal, disposal of, or exposure of persons to hazardous material or waste in any form at the Project site. If hazardous substances in any form are encountered or suspected, ENGINEER will stop its own work in the affected portions of the PROJECT to permit testing and evaluation. ENGINEER will, if requested by OWNER, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend necessary remedial measures at an additional fee with contract terms to be negotiated.

ARTICLE 7 - STANDARD OF CARE

ENGINEER shall exercise the same degree of care skill and diligence in the performance of the SERVICES as is ordinarily possessed and exercised by a professional engineer under similar circumstances. ENGINEER shall correct the SERVICES that fail to satisfy this standard of care. No warranty, express or implied is included in this AGREEMENT or in any drawing, specifications, report or opinion produced pursuant to this AGREEMENT.

ARTICLE 8 - LIABILITY AND INDEMNIFICATION

- 8.1 General. Having considered the potential liabilities that may exist during the performance of the SERVICES, the benefits of the PROJECT, the ENGINEER's fee for the SERVICES and in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree to allocate and limit such liabilities in accordance with this Article.
- 8.2 Indemnification and Liability. The ENGINEER agrees to indemnify and hold harmless the OWNER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) to the extent caused by a negligent act, error, or omission of the ENGINEER in the performance of services under this Agreement. OWNER agrees to indemnify and hold harmless the ENGINEER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) caused by a negligent act, error, or omission of the OWNER in the performance of services under this Agreement, provided such indemnification shall be applicable only to the extent sovereign immunity has been waived pursuant to Oklahoma law. The ENGINEER and the OWNER each agree to promptly service notice on the other party of any claims arising hereunder, and shall cooperate in the defense of such claims. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this Agreement to be furnished by the ENGINEER shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to OWNER at common law.
- 8.3 Employee Claims. ENGINEER shall indemnify OWNER against legal liability for damages arising out of claims by ENGINEER's employees. To the extent permitted by applicable law, OWNER shall indemnify ENGINEER against legal liability for damages arising out of claims by OWNER's employees.
- 8.4 Survival. Upon completion of all SERVICES obligations and duties provided for in this AGREEMENT or if this AGREEMENT is terminated for any reason the terms and conditions of this Article shall survive.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT ENGINEER shall maintain the following insurance:

- 9.1 Worker's compensation insurance for ENGINEER's employees as required by Oklahoma Workers Compensation Statutes.

- 9.2 Comprehensive general liability insurance with a minimum of \$1,000,000 per each occurrence and \$2,000,000 aggregate.
- 9.3 Comprehensive automobile liability insurance with a minimum of \$1,000,000 combined limit.
- 9.4 Professional Liability (errors and omissions) insurance providing a minimum policy value of \$2,000,000 aggregate.

ENGINEER shall furnish OWNER certificates of insurance that shall include a provision that such insurance shall not be canceled without at least thirty days written notice to OWNER. All PROJECT contractors shall be required to include OWNER and ENGINEER as additional insured on their General Liability Insurance policies.

ENGINEER and OWNER each shall require its insurance carriers to waive all rights of subrogation against the other and its directors, officers, partners, commissioners, officials, agents and employees for damages covered by property insurance during and after the SERVICES. A similar provision shall be incorporated into all contractual arrangements entered into by OWNER and shall protect OWNER and ENGINEER to the same extent.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

ENGINEER shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions and programs in connection with the PROJECT; (2) the failure of any contractor, subcontractor, vendor or other PROJECT participant, not under contract to ENGINEER, to fulfill contractual responsibilities to the OWNER or to comply with federal, state or local laws, regulations, and codes; or (3) procuring permits, certificates and licenses required for any construction unless such responsibilities are specifically assigned to ENGINEER in Attachment B, Scope of Services.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Since ENGINEER has no control over the cost of labor, materials or equipment furnished by others or over the resources provided by others to meet PROJECT schedules, ENGINEER's opinion of probable costs and of PROJECT schedules shall be made on the basis of experience and qualifications as a professional engineer. ENGINEER does not guarantee that proposals, bids, or actual PROJECT costs will not vary from ENGINEER's cost estimates.

ARTICLE 12 - REUSE OF DOCUMENTS

Upon OWNER's request ENGINEER shall furnish OWNER with deliverables and/or other data on electronic media. All documents, including but not limited to, drawings, specifications and computer software prepared by ENGINEER pursuant to this AGREEMENT are instruments of Service in respect to the PROJECT. Said documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the PROJECT or on any other PROJECT.

ARTICLE 13 - TERMINATION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

OWNER may terminate or suspend performance of this AGREEMENT for OWNER's convenience upon written notice to ENGINEER. ENGINEER shall terminate or suspend performance of the SERVICES on a schedule acceptable to OWNER. If termination or suspension is for OWNER's convenience, OWNER shall pay ENGINEER for all the SERVICES performed to date, amount not to exceed the normal fee amount due for the SERVICES rendered and termination or suspension expenses. Upon restart, an equitable adjustment shall be made to ENGINEER's compensation.

ARTICLE 14 - DELAY IN PERFORMANCE

Neither OWNER nor ENGINEER shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this

AGREEMENT, such circumstances include, but are not limited to abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riot and other civil disturbances; strikes, work slowdowns and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or SERVICES required to be provided by either OWNER or ENGINEER under this AGREEMENT.

Should such circumstances occur the non-performing party shall, within a reasonable period after being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 15 - COMMUNICATIONS

Any communication required by this AGREEMENT shall be made in writing to the address specified below:

ENGINEER: James Bryan, P.E., Project Manager
Kimley-Horn and Associates, Inc.
4727 Gaillardia Parkway, Suite 250
Oklahoma City, OK 73142
405-653-9626
james.bryan@kimley-horn.com

OWNER: Nathan Madenwald, Utilities Engineer
City of Norman – Utilities Department
225 N Webster Avenue
P.O. Box 370
Norman OK 73069 / 73070
405-366-5426
nathan.madenwald@normanok.gov

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of ENGINEER and OWNER.

ARTICLE 16 - WAIVER

A waiver by either OWNER or ENGINEER of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 17 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if this AGREEMENT did not contain the particular portion or provision held to be void. The parties further agree to amend this AGREEMENT to replace any stricken provision with a valid Provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire AGREEMENT from being void should a provision, which is of the essence of this AGREEMENT, be determined void.

ARTICLE 18 – NON-DISCRIMINATION

In connection with the performance of work under this contract, the ENGINEER agrees as follows:

- A. The ENGINEER agrees not to discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. The ENGINEER shall take affirmative action to ensure that employees are treated without regard to their race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity

or expression, familial status, or marital status, including marriage to a person of the same sex. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The ENGINEER and any companies subcontracted shall agree to post in a conspicuous place, available to employees and applicants for employment, notices to be provided by the City Clerk of the City of Norman setting forth the provisions in this section.

- B. In the event of the ENGINEER's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The ENGINEER may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the ENGINEER.
- C. The ENGINEER agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

ARTICLE 19 - INTEGRATION

This AGREEMENT represents the entire and integrated AGREEMENT between OWNER and ENGINEER. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT. This AGREEMENT, including its attachments and schedules, may only be changed by a written amendment executed by both parties. The following attachments and schedules are hereby made a part of this AGREEMENT:

- Attachment A - Schedule
- Attachment B - Scope of Services
- Attachment C - Compensation
- Exhibit 1 – Project Location Map

ARTICLE 20 - SUCCESSORS AND ASSIGNS

OWNER and ENGINEER each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to this AGREEMENT and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 21 - ACKNOWLEDGEMENT.

If ENGINEER has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars (\$100,000) or more, ENGINEER hereby represents, warrants, and covenants to the OWNER that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

IN WITNESS WHEREOF, OWNER and ENGINEER have executed this AGREEMENT.

DATED this _____ day of _____ 20_____.

Kimley-Horn and Associates, Inc. - ENGINEER

ATTEST

By: [Signature]
Title: Vice President

[Signature]
Sr. VICE PRESIDENT

STATE OF Texas, COUNTY OF Tarrant, SS:

Before me, the undersigned, a Notary Public in and for said Scott Arnold [Name of Signatory] of the Kimley-Horn and Associates, Inc. [Name of Entity Signatory represents], its VP [Title of Signatory with Entity], to me known to be the identical person(s) who executed the foregoing _____ [Name of Executed Document] and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 19 day of January, 2026.

My Commission Expires: 02-03-2026



Notary Public: [Signature]

Norman Utilities Authority- OWNER

APPROVED as to form and legality this 5 day of Feb, 2026.

[Signature]
City Attorney

APPROVED by the Trustees of the Norman Utilities Authority this _____ day of _____, 20_____.

ATTEST

By: _____

Title: _____

**ATTACHMENT A
SCHEDULE**

Task	Task Description	Task Duration	Cumulative Duration
1	Preliminary Design	23 weeks	23 weeks
2	Final Design	14 weeks	37 weeks
3	Bidding	12 weeks	49 weeks
4	Limited Construction Administration	30 weeks	79 weeks
5	As-Built Drawings/Documents	4 weeks	83 weeks

ATTACHMENT B SCOPE OF SERVICES

General Project Scope:

The general scope of work for this project will be the development of construction plans for the water line replacement along N Flood Avenue, between W Robinson Street and W Boyd Street. All design and construction requirements of the City of Norman will be followed for the replacement of approximately 7,800 linear feet of 6-inch and 8-inch water lines. It is understood the scope of work will encompass, but not be limited to: research of existing public and private utility owners; development of a preliminary construction plans; identification of potential construction issues and preliminary estimated construction costs; participation in a preliminary review meeting with staff and other stakeholders; conduct utility conferences with all effected utility line owners; completion of final construction plans for review; participate in a final review meeting with staff; prepare bid documents for the owner to advertise and take competitive bids; provide limited construction administration support services; and the culmination of the project by the delivery of as-built plans.

Task 1 – Preliminary Design

The Engineer will provide preliminary design services for the project including:

- A. Coordinate and hold a project kickoff meeting with the owner to outline the project scope and anticipated project schedule. The meeting will include gathering of project expectations by the owner staff members and the design team;
- B. Perform data collection and franchise utility coordination;
- C. Prepare conceptual level alignment exhibits showing proposed locations of water line improvements and recommended installation methods. Also recommend geotechnical boring and subsurface utility engineering (SUE) locations, if any. Review with the owner and receive feedback to be incorporated into the 65% construction plans.
- D. Collect survey data as necessary for the project. Survey limits are not full right-of-way but based on the selected alignment and limited to the extent necessary for a complete design.
- E. Conduct a survey verification upon receipt of the completed survey documents and request any necessary revisions to the survey for a complete basemap;
- F. Prepare Preliminary Construction Plans (65% Complete) for review by the owner. The preliminary construction plans will show the existing topographical ground features, existing utilities, existing and proposed water lines, domestic and fire service reconnections, detailed designs for tie-ins and intersections at zoomed scales, restoration requirements, any additional right-of-way or easements required for construction, and preliminary construction quantities;
- G. Prepare preliminary construction cost estimate;
- H. Participate in review meeting with Owner.

Task 2 – Final Design

The Engineer will provide final design services including:

- A. Incorporate review comments from 65% plan review;
- B. Prepare final construction plans, specifications, and supporting documents for the project; The final construction plans will include:
 - 1. Title sheet
 - 2. Location map
 - 3. Estimated quantities and pay items
 - 4. General construction notes
 - 5. Sheet reference
 - 6. Construction quantity summary sheet
 - 7. Plan and profile sheets
 - 8. Construction detail sheets
 - 9. Erosion control plan and details
 - 10. Storm water management plan;
- C. Participate in review meeting;
- D. Incorporate comments from review meeting for final plans;
- E. Prepare Engineer's Estimate for the proposed project; and
- F. Issue final construction plans and specifications signed and sealed by a licensed Oklahoma professional engineer for Owner approval.

Task 3 – Bidding

The Engineer will provide bidding services for the project including the following:

- A. Distribute electronic plans to prospective bidders and maintain plan holder list at no cost to bidders;
- B. Hold pre-bid meeting including preparation of agenda and minutes;
- C. Issue addenda as required;
- D. Prepare Engineer's Estimate for the proposed project incorporating addenda;
- E. Review bids, prepare bid tabulation, and provide contract award recommendation; and
- F. Provide conformed contract documents in electronic (PDF) format.

Task 4 – Limited Construction Administration

The owner will provide the overall project management and on-site construction inspection for the duration of the project's construction. The Engineer will provide limited construction administration and assist the owner in monitoring the construction progress for the project as follows:

- A. Coordinate and lead a pre-construction meeting;
- B. Review and approve all shop drawings and material submittals;
- C. Review and respond to all requests for information (RFI's);
- D. Review and approve monthly and final pay claims;
- E. Prepare documentation related to change orders and/or contract amendments;
- F. Attend project meetings and/or visit the site if needed to observe progress, assist in resolving construction issues, and verify pay application claims;
- G. Participate in final inspection and prepare punch list;
- H. Participate in punch list inspection; and
- I. Provide recommendation to accept upon completion of the work in accordance with the contract documents.

Task 5 – As-Built Drawings/Documents

Upon completion of construction and acceptance of the project by the owner, the Engineer will:

- A. Update the original construction plans to reflect the project's actual construction. The as-built plans will reflect the owner provided mark-ups that will be provided by the owner and/or contractor to the Engineer at the final inspection. All changes and deviations from the original construction plans will be highlighted in red ink in accordance with standard drafting practices.
- B. The Engineer will provide all as-built drawing files, in the most current AutoCAD format, as well as electronic copy (PDF file format) of the as-built plans and GIS layers for new water lines and appurtenances.

Task 6 – Additional Services

The following may be completed as Additional Services should they become needed during the course of the project. Engineer will not proceed with prior written authorization from Owner for each individual task.

- A. Easement Legal Descriptions and Exhibits
- B. Easement Staking
- C. Geotechnical Borings
- D. SUE Level A/B
- E. Other Services Necessary to Complete Design

Services Not Included

The following services are not included but may be performed as an additional service:

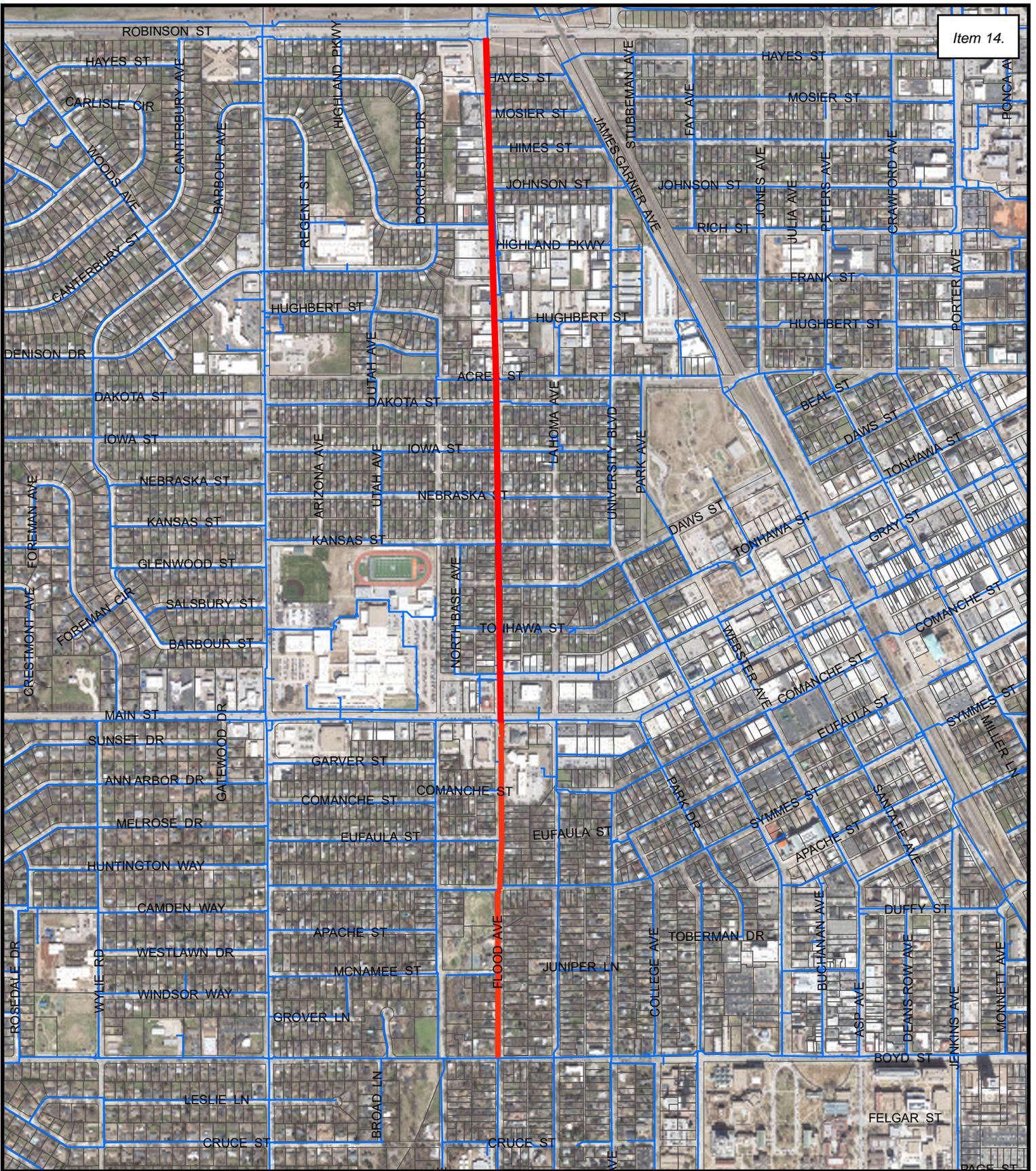
- Traffic control plans
- Structural design
- Electrical design
- Cathodic protection design
- Any other service not specifically listed in the Scope of Services

**ATTACHMENT C
COMPENSATION**

The OWNER will compensate the ENGINEER on a lump sum basis for the SERVICES rendered. The lump sum fee is broken down below by task as defined in the Scope of Services:

Task	Task Description	Total Fee Amount
1	Preliminary Design	\$103,900
2	Final Design	\$75,000
3	Bidding	\$15,000
4	Limited Construction Administration	\$19,000
5	As-Built Drawings/Documents	\$7,000
6	Additional Services	\$15,000
Total		\$234,900

ENGINEER may submit interim statements, not to exceed one per month, for partial payment for SERVICES rendered. The statements to OWNER will be by task for the percentage of work actually completed. The OWNER shall make interim payments within 30 calendar days in response to ENGINEER's interim statements.



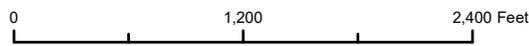
Flood Avenue Water Line Replacement - Robinson to Boyd

(WA0391)



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.



March 20, 2025



— Flood Ave. Project Extent

— Water Mains

File Attachments for Item:

15. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$11,000 FROM THE OKLAHOMA MONARCH SOCIETY TO INSTALL POLLINATOR HABITAT AND PROVIDE POLLINATOR PUBLIC EDUCATION; APPROVAL OF CONTRACT K-2526-130 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA MONARCH SOCIETY; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (Ward 4)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Michele Loudenback, Environmental and Sustainability Manager

PRESENTER: Chris Mattingly, Director of Utilities

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$11,000 FROM THE OKLAHOMA MONARCH SOCIETY TO INSTALL POLLINATOR HABITAT AND PROVIDE POLLINATOR PUBLIC EDUCATION; APPROVAL OF CONTRACT K-2526-130 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA MONARCH SOCIETY; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (Ward 4)

BACKGROUND:

The City of Norman has been selected as a municipal partner in the Oklahoma Monarch Society's Pathways for Pollinators & People initiative, a statewide program focused on expanding native pollinator habitat while engaging communities through education and public art.

Through this partnership, the City will receive up to \$11,000 in funding, materials, and technical assistance to support the installation of new pollinator habitat on City property. Project elements include native plant installations, educational signage, community outreach activities, and an eight-foot monarch-themed mural by Oklahoma artist Rick Sinnett. The initiative is supported by the Oklahoma Monarch Society and its public education program, Okies for Monarchs, with funding provided by the Kirkpatrick Foundation.

The project aligns with the City's ongoing efforts to support pollinator conservation, environmental resilience, and nature-based solutions across City spaces.

DISCUSSION:

As part of the agreement, the City of Norman will prepare the site at the front entrance to City Hall for pollinator habitat installation, coordinate the installation of pollinator-friendly native plants that provide blooms throughout the growing season, and provide long-term maintenance of the habitat, mural, and signage for a minimum of five years. Habitat design and implementation will be coordinated with Parks staff and project partners to ensure coordination with operations and maintenance practices.

The monarch-themed mural will be installed on the southeast wall of the Development Center near the Gray Street entrance to City Hall. This location was selected for its visibility, suitable

wall conditions, and proximity to the habitat area, reinforcing the connection between public art, education, and environmental stewardship.

The Environmental Control Advisory Board (ECAB) and the Parks Board of Commissioners have reviewed the project and recommended that it be forwarded to City Council for consideration.

Project planning will be finalized in February 2026, with habitat and mural installation anticipated in spring 2026 and required project completion by October 2026.

RECOMMENDATION NO. 1:

Staff recommends approval of Contract No. K-2526-130, a grant contract between the City of Norman, Oklahoma, and the Oklahoma Monarch Society in the amount of \$11,000 for pollinator public education and installation of pollinator habitat and mural at City Hall.

RECOMMENDATION NO. 2:

Staff recommends acceptance of a grant in the amount of \$11,000 from the Oklahoma Monarch Society; receipt of funds into account No. 221-331346, and appropriation of the funds to the Environmental Quality Grant, BG0101 (Account No. 22110343-43199).

CONTRACT

between the OKLAHOMA MONARCH SOCIETY and the CITY OF NORMAN

This Contract is made and entered into by and between Oklahoma Monarch Society, Inc., an Oklahoma not for profit corporation (“OMS”), and the City of Norman, a municipal corporation (“City”).

I. INTRODUCTION

The OMS is a 501(c)(3) non-profit organization formed in December 2023 to support statewide efforts to create and protect habitat for monarch butterflies and other native pollinators in Oklahoma. The Oklahoma Monarch & Pollinator Collaborative (“OMPC”) and Okies for Monarchs are programs of the OMS. The OMPC oversees the Statewide Monarch Conservation Action Plan, which was launched in 2018 through the collaboration of 40+ organizations and citizens. Okies for Monarchs, which is overseen by the OMPC, is a public education campaign developed to achieve objectives in the Statewide Monarch Conservation Action Plan.

The City of Norman is centrally located within the monarch butterfly migratory pathway and is involved with monarch and pollinator conservation through the creation of habitat at recreational parks such as Ruby Grant Park. It is also involved in pollinator conservation through its partnerships with programs that support native pollinators, such as Okies for Monarchs and the City of Norman’s annual Monarchs in the Park event. In addition, employees from the City of Norman actively participate in the OMPC’s initiatives, including the 2024 Monarch Summit.

II. PURPOSE

The OMS aims to support municipalities within the monarch butterfly’s migratory pathway interested in: (a) increasing native pollinator habitat on municipal lands; and (b) increasing community awareness and engagement on the importance of native pollinator habitat. The purpose of this Contract is to establish a framework between OMS and the City to implement a partnership to create new pollinator habitat that will bring together native plants, public art, and community engagement via OMS’ Pathways for Pollinators & People project.

III. RESPONSIBILITIES

A. The OMS agrees to:

- Provide up to \$11,000 in supplies and materials (see “Attachment A”, Budget) needed to implement the following activities in partnership with the City:
 - New pollinator habitat installation on City property.
 - Educational signage for the new pollinator habitat.
 - An eight (8) foot monarch-themed mural painted by local artist, Rick Sinnett.
 - Community engagement activities with Okies for Monarchs at City-coordinated events.

- Recognition of the City's efforts through announcements at council meetings, issuance of certificates of appreciation, media coverage, OMS social media posts, content on OMS' website, and mentions in OMS' e-newsletter.
- Process invoices and payments within the allotted budget.
- Provide public-facing communications involving the City to the City for review before publishing.
- Provide support and technical assistance during the duration of this agreement.

B. The City agrees to:

- Collaborate with Okies for Monarchs to develop a detailed plan and budget for this project within the allotted \$11,000.
- Identify a suitable site for new pollinator habitat at least 125 feet from areas where insecticides are regularly applied.
- Develop habitat design, utilizing pollinator-friendly native plants that provide early, mid and late season blooms, as well as milkweed which is the host plant for monarch butterflies.
- Prepare a suitable site for new pollinator habitat by eliminating aggressive vegetation such as Bermuda.
- Select monarch and pollinator-friendly plants that achieve optimal monarch habitat in collaboration with Okies for Monarchs.
- Coordinate the installation of pollinator habitat, educational signage, and a monarch-themed mural, with guidance from Okies for Monarchs.
- Provide labor, tools and equipment for the site preparation, as well as the habitat and signage installation.
- Provide mulch, soil and other needed supplies for habitat installation and maintenance.
- Provide maintenance of new pollinator habitat, mural and signage for at least five (5) years.
- Avoid the use of broad-spectrum herbicides or herbicide blends within the habitat area.
- Practice Individual Plant Treatment (IPT) for herbaceous plants should herbicide treatment be needed.
- Limit mowing of habitat to non-monarch migration seasons when monarchs are not present.
- Coordinate community engagement opportunities in conjunction with Okies for Monarchs.
- Contribute staff support or additional resources as needed.
- Provide public-facing program communications involving OMS to OMS for review before publishing.

IV. TERM & TIMELINE

The term of this ~~contract~~ contract is for one (1) year, beginning on the date last signed below. This Contract may be modified or amended upon written consent of both parties. This Contract may be terminated by either party with four (4) weeks prior written notice to the respective address listed below. The timeline of this partnership is as follows:

- Fall/Winter 2025-26 - Planning Phase
- Spring/Summer 2026 - Implementation Plan

- October 2026 - Project Completion

V. SPECIAL PROVISIONS

Except as otherwise set forth in this Contract: Each party is responsible for its own actions. The activities performed under this Contract shall be performed entirely at each party's own risk. Each party releases and agrees to indemnify, defend and hold harmless the other from any and all liabilities including, but not limited to, injury, losses, damages, judgments, costs, expenses, and fees, that the indemnified party may suffer or incur as a result of or arising out of the activities or legally culpable conduct of the other party stemming from such party's responsibilities under this Contract..

VI. CONFLICT OF INTEREST STATEMENT

Rick Sinnet, the artist for the mural, is OMS's Board President and will be receiving payment of \$2,000 from OMS for the eight (8) foot monarch mural upon completion.

VII. CONTACTS FOR PURPOSES OF NOTICE

Oklahoma Monarch Society, Inc.
Larissa Balzer, Board Secretary
Katie Hawk, Director
Oklahoma Monarch Society, Inc.
P.O. Box 54952, Oklahoma City, OK 73154

City of Norman
Rick Knighton
Copy to: City Attorney
P.O Box 370
Norman, OK 73070

EXECUTED ON THE DATES LISTED BELOW:

Oklahoma Monarch Society Larissa Balzer, Board Secretary

Signature:  _____

Date: 12/23/2025 _____

Attest: _____

City Clerk

City of Norman
Mayor Stephen Holman

Signature: _____

Date: _____

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY  DATE 

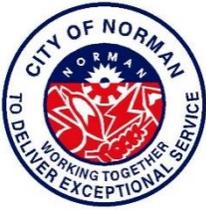
ATTACHMENT A

Listed below is the conceptual budget for this agreement. Line items can be adjusted as needed. Total amount not to exceed \$11,000.

Item	Amount
Seeds and Plants for Habitat Projects	\$2,500.00
Educational Habitat Signage	\$3,340.00
Event Posters	\$66.50
Handouts & Sample Seed Packets for the Public	\$1,833.00
Drone video of habitat projects	\$333.00
Monarch murals (supplies: paint, brushes, labor, etc)	\$2,000.00
Paper butterfly cut-outs for youth engagement activities	\$500.00
Mileage	\$166.50
Certificates of Appreciation & Framed Media Coverage for Mayor & Staff	\$166.50
Copies of newspapers	\$16.50
	\$10,922.00

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-135: A SERVICE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN AND NORMAN ARTS COUNCIL, FOR THE 2026 ARTFUL INLETS PROJECT. (Ward 2)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: MICHELE LOUDENBACK, ENVIRONMENTAL AND SUSTAINABILITY MANAGER

PRESENTER: CHRIS MATTINGLY, DIRECTOR OF UTILITIES

TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-135: A SERVICE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN AND NORMAN ARTS COUNCIL, FOR THE 2026 ARTFUL INLETS PROJECT.
(Ward 2)

BACKGROUND:

The city of Norman operates a regulated Municipal Separate Storm Sewer System (MS4) and implements a Stormwater Management Plan (SWMP) to reduce pollution in stormwater runoff. Public education and community engagement are key components of this program.

Artful Inlets is one of the City's signature stormwater education initiatives. The program transforms infrastructure into public art to highlight the connection between everyday activities, stormwater runoff, and local water quality. Since its launch in 2019, Artful Inlets has successfully engaged residents, strengthened partnerships with the arts community, and increased awareness of pollution prevention.

Given the continued success and community support of the program, the City and the Norman Arts Council (NAC) seek to partner again in 2026 to select, install and showcase five (5) new program pieces in Rotary Park.

DISCUSSION:

To implement the 2026 Artful Inlets program, the City and the NAC will enter Contract K-2526-135. Artists will be invited to submit designs that transform infrastructure into public works of art conveying stormwater and water quality themes.

Five (5) pieces of infrastructure have been identified for this project, all located in Rotary Park. Selected artists will adapt their designs to the specific locations and integrate their original artwork into the designated surfaces.

This Council action is to approve Contract K-2526-135 between the City and the NAC for implementation of the 2026 Artful Inlets Program. The NAC will provide \$3,750 in Public Arts

Board funding for the project in order to pay a stipend to the selected artists. The City will provide \$3,750 in funding for materials and supplies needed for the selected artwork as well as in-kind services to ensure the inlets are properly prepared and protected for art installation. Funding for this project is available in the Stormwater Quality budget, Other Supplies and Materials – Miscellaneous (Account No. 10110225-43199). If approved, this program will take place in April 2026.

RECOMMENDATION 1:

Staff recommends approval of Services Agreement, Contract K-2526-135, with the Norman Arts Council for implementation of the 2026 Artful Inlets Program.

Examples from April 2025:



**SERVICES AGREEMENT
BETWEEN THE CITY OF NORMAN AND THE NORMAN ARTS COUNCIL**

This Services Agreement (“Agreement”), made and entered into on this February, 2026, the Effective Date, is by and between the Norman Arts Council (“NAC”) and the City of Norman, Oklahoma (“City”);

WHEREAS, the City is a charter municipality vested with the power to enter into contracts, and the NAC is a non-profit corporation with the powers of a corporation, including the authority to contract; and

WHEREAS, the existence of public art fosters a broader sense of community and improves the City’s image locally, regionally, and nationally; and

WHEREAS, the City and the NAC desire to continue to partner to facilitate the selection, location, and installation of public art on storm inlets in Norman (the “Artful Inlets Program”); and

WHEREAS, the City and the NAC desire to enter into this Agreement to continue such a partnership.

NOW, THEREFORE, the parties agree as follows:

I. SELECTION AND INSTALLATION OF ARTWORK.

1. The NAC agrees to serve as the administrator for the selection and installation of public art for the Artful Inlets Program. As administrator, the NAC will work cooperatively with the City to select appropriate works of art for each of the five (5) pieces of stormwater infrastructure selected by the City for inclusion in the program. The Call for Artists will open on February 13, 2026, and art will be installed during FYE 2026.
2. Selection Process. Design proposals shall have a stormwater and/or water quality theme that serves to educate and raise awareness about the impact of pollutants in the stormwater system.
3. Execution Process. The NAC will coordinate with the City’s Environmental Programs Supervisor or his/her designee for the execution of each selected project. The following parameters apply to the execution and installation of the art.
 - a. Art must stay within the parameters of the stormwater infrastructure canvas.
 - b. Safety equipment shall be used during installation of the artwork as may be necessary and appropriate given the design and location of the storm inlet, including, but not limited to, safety vests, traffic

- cones, and street lane closures if approved in advance by the City of Norman Public Works Department.
- c. No additional wording or images can be added to the art that deviates from the approved design without prior approval from the NAC.
 - d. While some deviation from the original design is acceptable due to the variation of sizes in storm drain structures, the principal theme and imagery of the approved design may not be changed.
 - e. All art must be completed within the timeframe set forth in the contract with the artist.
4. Funding. The NAC will provide \$3,750 in Public Arts Board funding for the project in order to pay a stipend to the selected artist(s). The City will provide \$3,750 in funding for materials needed for the selected artwork as well as in-kind services to ensure the inlets are properly prepared for art installation.

II. RIGHTS TO INSTALLED ARTWORK

1. Finished pieces of art will be the property of the City of Norman. The City and the NAC will be granted the exclusive right to reproduce copies of the work for fundraising, educational, and promotional materials.
2. Art installed as part of the Artful Inlets Program is subject to removal at any time for any purpose deemed necessary by the City.

III. MISCELLANEOUS PROVISIONS.

1. Hold Harmless Clause.
 - a. To the extent allowed by law, NAC does hereby agree to waive all claims against, release, and hold harmless City and all of its officials, officers, agents, and employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.
 - b. To the extent allowed by law, City does hereby agree to waive all claims against, release, and hold harmless NAC and all of its officials, officers, agents, and employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of

injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.

- c. It is the intention of both Parties that this mutual hold harmless clause shall be interpreted to mean that each party shall only be responsible for the actions of each party's own employees, officials, officers and agents. The Parties agree that the City has not waived its sovereign immunity by entering and performing its obligations under this Agreement.
2. The commissioning of artists shall be implemented without regard to or because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the sex, or any other status protected by law, and in compliance with all antidiscrimination laws of the United States of America, the State of Oklahoma, and City.
3. This Agreement shall be binding upon the parties hereto, their successors and assigns, and constitutes the entire Agreement between the parties. No other Agreements, oral or written, pertaining to the performance of this Agreement exists between the parties. This Agreement can only be modified by written agreement of both parties.

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IN WITNESS WHEREOF, the City and the NAC have executed this Agreement on the Effective Date set forth herein.

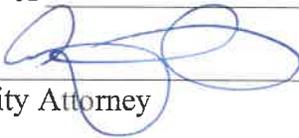
CITY OF NORMAN, OKLAHOMA

By: _____
Mayor

ATTEST:

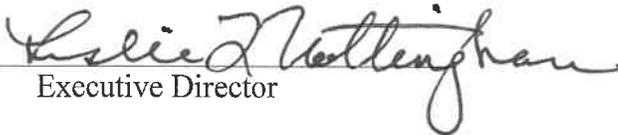
By: _____
City Clerk

Approved as to form and legality this 3 day of Feb, 2026.



City Attorney

NORMAN ARTS COUNCIL

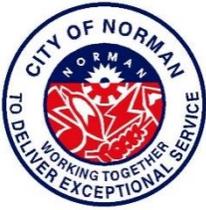
By: 
Executive Director

ATTEST:


By: _____
Board President

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-141: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND STREETS MECHANICAL, L.L.C., IN THE AMOUNT OF \$199,494.00 FOR THE NORMAN INVESTIGATION CENTER (NIC) AIR HANDLER REPLACEMENT; PERFORMANCE BOND B-2526-17, STATUTORY BOND B-2526-18, AND MAINTENANCE BOND MB-2526-48. (Ward 2)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Lance Harper, Facilities and Construction Program Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-141: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND STREETS MECHANICAL, L.L.C., IN THE AMOUNT OF \$199,494.00 FOR THE NORMAN INVESTIGATION CENTER (NIC) AIR HANDLER REPLACEMENT; PERFORMANCE BOND B-2526-17, STATUTORY BOND B-2526-18, AND MAINTENANCE BOND MB-2526-48. (Ward 2)

BACKGROUND:

The Facility Maintenance Division has several HVAC tradesmen who maintain the heating and air conditioning systems for all City of Norman facilities. These tradesmen have serviced the HVAC system for the Norman Investigation Center (NIC), located at 1507 W. Lindsey Street, Norman, Oklahoma, since the City acquired the building several years ago.

The primary air handler serving the NIC is approximately 40–45 years old. Air handlers of this type are typically designed to last 15–20 years. Due to its age and condition, the unit has experienced numerous issues. It is unable to properly balance outside air intake, resulting in excessive outside air and humidity being introduced into the system. This condition contributed to a mold outbreak within the building.

In addition to these issues, the unit's overall age has further impacted its reliability and performance. A third-party contractor inspected the air handler to provide an estimate for repair or replacement and advised that the unit is well beyond its intended life expectancy and is not cost-effective to repair or rebuild. As a result, a Request for Proposals (RFP) was issued for the replacement of the air handler.

DISCUSSION:

Four proposals to remove and replace the air handler at the NIC were opened on January 13, 2026, from the following HVAC contractors:

1. **Streets Mechanical, L.L.C.** — \$199,494.00
2. **WSM** — \$206,747.00
3. **Harrison Orr** — \$221,600.00
4. **Saker Mechanical** — \$279,000.00

The proposals were reviewed and evaluated by the Parks and Recreation Facilities Maintenance Division based on experience providing similar services, references, cost, and overall ability to deliver the specified services. After evaluating each proposal, the staff recommended the proposal submitted by **Streets Mechanical, L.L.C.**, which was the lowest bid and met all requirements outlined in the Request for Proposal.

Streets Mechanical, L.L.C., is a full-service commercial HVAC company located in south Oklahoma City, Oklahoma. Streets Mechanical, L.L.C., currently has several work agreements with the City, including preventive maintenance services for the Animal Welfare building and maintenance of all boiler systems within City buildings.

The proposal submitted by Streets Mechanical, L.L.C., includes a base cost of \$199,494.00 to remove the existing air handler and replace it with a new, energy-efficient system. The scope of work includes making all necessary connections, replacing all associated valves, installing the control system, and hauling off all removed materials. The City currently utilizes the ES2 control system, which will be incorporated into the new installation.

Funding for this project will come from the Capital Improvement account designated for the replacement of outdated HVAC equipment, namely Building HVAC/Mechanical (Project EF1003, Account No. 50595540-46301 Materials).

If approved, the contractor will begin work as soon as possible. Streets Mechanical will start fabrication of the air handler immediately, with an estimated build time of approximately 90 days. Installation will be scheduled upon completion of the unit.

RECOMMENDATION 1:

It is recommended that the City Council approve **Contract K-2526-141** to Streets Mechanical, L.L.C., in the amount of **\$199,494.00**.

RECOMMENDATION 2:

Staff further recommends that, upon approval of Contract K-2526-141, the following bonds be approved:

Performance Bond B-2526-64
Statutory Bond B-2526-65
Maintenance Bond MB-2526-48

CITY OF NORMAN
NORMAN, OKLAHOMA

January 15, 2026

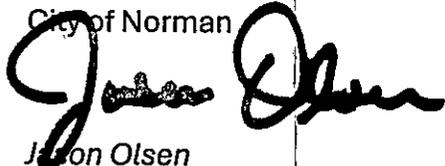
TABULATION OF BID QUOTES

NIC AIRHANDLER UNIT

The following is a tabulation of quotes received by the City of Norman for the NIC air handler replacement. This is for complete replacement with controls integrated into the bid price with the funding available in a Capitol Improvement Account EF1003, 59550-46101. Reference RFP: 2526-22

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
1. Streets LLC	\$199,494.00
2. WSM	\$206,747.00
3. Harrison Orr	\$221,600.00
4. Saker Mechanical	\$279,000.00

Recommendation: That the project be awarded to Streets Mechanical in the bid amount of \$199,494.00 as the best bidder to meet specifications and bond requirements.

City of Norman

Jason Olsen
Director of Parks and Recreation

STREETS, LLC

Contract No. K-2526-141

JAN 27 2026

RECEIVED

CONTRACT

THIS CONTRACT made and entered into this 27th day of January 2026, by and between Streets, LLC, an Oklahoma limited liability company, hereinafter designated as "Contractor", and the City of Norman, an Oklahoma municipal corporation, hereinafter designated as "City".

WITNESSETH

WHEREAS, the City has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all said bidding documents, and has caused Solicitation for Bids to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following project:

Norman Investigations Center ("NIC") Air Handler Replacement

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said Contract; and

WHEREAS, the Contractor in response to said Solicitation for Bids, has submitted to the City, in the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and

WHEREAS, the City, in the manner provided by law, has opened, examined, and canvassed the proposals submitted and has determined and declared the above-named Contractor to be the lowest and best bidder on the above-prepared project, and has duly awarded this Contract to said Contractor, for the total sum named in the proposal, to wit: One Hundred Ninety-Nine Thousand, Four Hundred Ninety-Four Dollars (\$199,494.00).

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this Contract have agreed, and hereby agree, as follows:

- 1. The Contractor shall, in a good and first-class, workmanlike manner at their own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this Contract and the following Contract Documents:
 - i. Specifications, Provisions and Bonds thereto, all of which documents are on file in the office of the City Clerk of the City of Norman, and are made a part of this Contract as fully as if the same were set out at length, with the following additions and or exceptions: (If none, so state.) NONE.
 - ii. The Notice to Bidders published on the City of Norman Website; December 12th, 2025 the Bid No. B-2526-22, containing the instructions to bidders and the special and general provisions of specifications; and the Contractor's bid or proposal; each of said instruments

on file in the office of the City Clerk of the City of Norman, are made part of this contract as if fully written in detail herein or attached thereto.

To that end, no provision of this Contract or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the City to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of the Contractor, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligation of the Contractor; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the City or in any way to restrict the freedom of the City to exercise full discretion in its dealing with the Contractor.

2. The City shall make payments to the Contractor in the following manner:
 - i. The project manager, or other appropriate person, will make accurate estimates of the value, based on contract prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof, to submit to the City as an application for payment. The Contractor shall furnish to the project manager, or the appropriate person, such detailed information as they may request to aid them as a guide in the preparation of the application for payment. Each estimate and application for payment must contain or have attached an affidavit as required by Senate Bills 469 of the 1974 Legislature. The City will pay Contractor within thirty (30) days of receipt of the application for payment and only after the work contained in the application for payment has been fully completed and has been approved and accepted by the City.
 - ii. On completion of all the work, but prior to the acceptance thereof by the City, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with this Contract and the Contract Documents; and upon making such determinations said official shall make his final certificate to the City. The Contractor shall furnish proof that all claims and obligations incurred by them in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the contract bonds for payment of the final estimates to the Contractor; thereupon, the final estimate (including retainages) will be approved and paid within thirty (30) days and only after all the work has been fully completed to the satisfaction of the City.
3. It is further agreed that the Contractor will commence said work within thirty (30) days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same in One Hundred Eighty (180) calendar days. The City may terminate this Contract for any reason upon thirty (30) days written notice to Contractor.

4. **Notice:** Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

City:

Lance Harper
Construction and Facility Manager
225 N Webster Ave.
Norman, OK 73070

Contractor:

Streets LLC, Mechanical Contractor
William Cronic, Project manager
100 S 25th St.
Oklahoma City, OK 73129

5. **Indemnification:** Contractor agrees to indemnify and hold harmless the City, its officers, agents and employees from and against all liability for injuries or death to persons, legal expense or damage to property caused by Contractor's, its agents or employees performance under this Contract; provided, however, that Contractor shall not be liable for injury, damage or loss occasioned by the sole negligence of the City, its agents or employees. Contractor shall indemnify and hold harmless the City, its officers, agents and employees from and against all claims, damages, suits, expenses, liability or proceedings of any kind whatsoever, including, without limitation, Worker's Compensation claims of or by anyone whomever, in any way resulting from, or arising out of, Contractor's acts, omissions or operations under or in connection with this Contract. Further, the City shall not be liable or responsible to Contractor for any loss or damage to any property or person occasioned by a third party. It is understood that this indemnity and hold harmless provision is not limited by the insurance required under this Contract.

6. **Insurance:** Contractor shall, at its own expense, keep in force insurance of the following types and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor's performance of this Contract, except when caused by the City's negligence or that of its agents or employees, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City's sole negligence and Contractor shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days prior notice to the City, said notice shall be written and shall be given by Contractor, to wit:

- i. **Worker's Compensation Insurance and Employer's Liability Insurance** as prescribed by State Statute, for all of Contractor's employees and subcontractors working on the project, with the subcontractors to also provide the same.
 - ii. Provide both Commercial General Liability Insurance and Automobile Liability Insurance for personal injury and property damage in limits prescribed by the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, as follows:
 - a. \$75,000 for loss of property arising out of a single act or occurrence.
 - b. \$250,000 per person for any other loss arising out of a single act or occurrence.
 - c. \$2,000,000 for any number of claims arising out of a single act or occurrence.
7. **Miscellaneous:**
- i. *Counterparts:* This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
 - ii. *Severability:* If any provision of this Contract is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
 - iii. *Governing Law; Venue:* This Contract shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this agreement shall be in the District Court of Cleveland County, Oklahoma or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
 - iv. *Authority:* Each party hereto has the legal right, power and authority to enter into this Contract. Each party's execution, delivery and performance of this Contract has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Contract, except as expressly set forth herein.
 - v. *Entire Agreement; Amendments:* This Contract and the associated Contract Documents constitute the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
 - vi. *Assignment:* This Contract shall not be assigned by Contractor without prior written consent of the City.

- vii. ***Nondiscrimination:*** Contractor acknowledges that the Certification of Nondiscrimination completed with their bid proposal is incorporated herein and thereby agrees to comply with the requirements contained in such certification throughout the performance of this Contract.
- viii. ***Non-Waiver:*** No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
8. The sworn statement below must be signed and notarized before this Contract will become effective.

[Signatures on following page]

Contract No. K-2526-141

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals respectively the 27th day of January, 2026. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

CONTRACTOR

Corporate Seal
Strats, LLC

Strats, LLC
Company Name

ATTEST: _____
Corporate Secretary

BY [Signature]
President or Managing Partner

(STATE OF OKLAHOMA)

(COUNTY OF OKLAHOMA)

Kenn Cokerham, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by Contractor to submit the above Contract to the City. Affiant further states that Contractor has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City any money or other thing of value, either directly or indirectly, in the procuring of the contract.

[Signature]
President or Managing Partner

Subscribed and sworn to before me this 27 day of January, 2026.

[Signature]
Notary Public

My Commission Expires: 7/5/2029
Commission Number: 13006174



CITY OF NORMAN

Approved as to form and legality this 27 day of January, 2026.

[Signature]
City Attorney

Approved by the City Council this _____ day of _____, 2026.

ATTEST: _____
City Clerk

Mayor

JACKSON

MECHANICAL SERVICE INC.



Streets, LLC
MECHANICAL CONTRACTORS

City of Norman- Norman Investigation Center

City of Norman Investigations Center Air Handler Replacement

Proposed Project Agreement

Date:

1/6/2026

Proposal Number:

Q-2504340

Prepared for:

City of Norman- Norman Investigation Center
1507 W Lindsey St
Norman, OK 73069

Prepared by:

William Cronic
405-642-8707

Date: 1/6/2026
Proposal Number: Q-2504340

Bill To:

City of Norman- Norman Investigation Center
1507 W Lindsey St
Norman, OK 73069

Property:

City of Norman- Norman Investigation Center
1507 W Lindsey St
Norman, OK 73069

Jackson Streets MEP ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING:

OUR PRICE FOR THIS PROPOSAL

IS.....\$199,494.00

OUR PROPOSAL INCLUDES: Air Handler Replacement

- Provide labor and materials to remove existing air handler, disconnect water, electrical and controls connections.
- Provide new Temtrol air handler
- Provide new piping and control valves serving new air handler
- Provide labor and materials to install new equipment, modify and connect supply and return duct as needed
- Provide labor and materials to connect existing building loop water connections to new equipment.
- Provide labor and materials to connect existing building controls to new equipment.
- Start equipment and verify operations.
- Clean workspace and pack out.

AIR HANDLING UNITS

- Temtrol Air Handling Unit
- Loose Construction for Knockdown
- Hot Water Coil/Chilled Water Coil
- MERV14 Cartridge Filters
- Factory Start Up
- 2. FANWALL 1 (Supply): Yaskawa drive provided by others and installed at factory.
- 3. FANWALL 2 (Return): Yaskawa drive provided by others and installed at factory.

EXCLUSIONS: Labor, materials, electrical, roofing, structural, automation, sheetrock, painting, or flooring not listed in above scope.

All work is bid to be completed during normal business hours unless specified.is pleased to provide you with the following quote for labor and materials to

Jackson Streets MEP terms and conditions apply. Additional work that may be required or desired will only be performed with your prior knowledge and approval. This price is good for 30 days and must be revisited if this proposal is not accepted within that time. Thank you again for this opportunity to work with you. Please call me should you have any questions or wish to discuss this proposal further.

Contractor

Signature (Authorized Representative)

William Cronic

Name (Print/ Type)

405-632-6664

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Phone
1/6/2026 Q-2504340

Date Proposal #

Title

Date PO#

BID PROPOSAL (PAGE 1 OF 4)

DATE: 1/12/2026

PROJECT: NIC Air Handler Replacement

LOCATION: 1507 W Lindsey Street, Norman Ok

Proposal of Streets,LLC

(hereinafter called "Bidder") a corporation/partnership/LLC/an individual (circle correct terms) doing business in the State of Oklahoma.

To: The City of Norman, Oklahoma

To Whom It May Concern:

The undersigned, as the Bidder, declares that before preparing their bid, they read carefully the instructions to bidders, the general conditions, and the general detailed plans and specifications, examined the form of the contract and the several bonds and the information blanks to be submitted, and that they are familiar with all the provisions of the same and with all the requirements of the complete contract to be entered into and bonds to be executed; that they have carefully examined the specifications for the proposed work on file with the Director of Parks and Recreation, that they have visited the site of the work, have examined carefully all local conditions, has informed themselves by their independent research and soundings of all the difficulties to be encountered, has judged for themselves of the accessibility of the work, and the quantities and character of the materials to be encountered or excavated and all attending circumstances affecting the cost of doing the work and the time required for its completion and that this bid is made with full knowledge of the difficulties that may be encountered and the kinds, quantity and quality of the work and materials required or to be encountered, and with full knowledge of all specifications and estimates and all provisions of the contract and bonds, gained by the independent research of the Bidder.

Said Bidder proposes and agrees that if their proposal is accepted, they will enter into a contract with the City of Norman, within ten (10) days after the acceptance of their bid, for the furnishing of all necessary tools and materials, all work necessary to erect, construct and install the structure and appurtenances complete in place in the manner and under conditions required by the contract and by the specifications therefore, on file in the Office of the Director of Parks and Recreation, Norman, Oklahoma, for the following amounts:

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within ten (10) days and deliver all bonds as required by the General Conditions.

BID PROPOSAL (PAGE 2 OF 4)

The bid security attached in the sum of 5% (Dollars)
\$ 5% is to become the property of the Owner in the event the contract and bonds not executed within the time above set forth, as liquidated damages for the daily and additional expense to the Owner caused thereby.

Total price for the base bid items* is as follows:

BID AMOUNT

1) and according to Prices

Itemized on page 4 of this bid form*:

\$ 199,494.00

TOTAL BID AMOUNT:

\$ 199,494.00

TOTAL BID AMOUNT IN WORDS: One Hundred Ninety Nine Thousand Four Hundred Ninety Four
*(Complete attached cost breakdown on page 4 of Bid Proposal for individual pay items)

The Contractor hereby agrees to commence work within ten (10) days following issuance of a written NOTICE-TO-PROCEED from the Project Manager and to complete same within one hundred twenty (120) consecutive calendar days. Enclosed is a surety bond, certified check, or cashier's check in the amount of Nine Thousand Nine Hundred Seventy Four and Seventy Cents Dollars (\$ 9,974.70) as called for in the NOTICE TO BIDDERS, the amount being five percent (5%) of the total bid price.

If partnership, give name and address of each member.

SIGNED:

Contractor

BY: Kevin Cockerham

Representative



ADDRESS: 100 SE 25th

Oklahoma City, OK 73129

Incorporated under the laws of:

Oklahoma

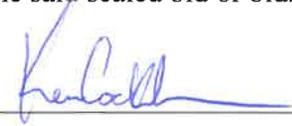
State

BID PROPOSAL (Page 3 of 4)

STATE OF Oklahoma)

COUNTY OF Cleveland)

Kevin Cockerham of lawful age, being first duly sworn, upon his oath deposes and says: That they executed the accompanying bid on behalf of the bidder therein named for the construction of the above improvement in the City of Norman, Oklahoma, and that they had lawful authority to do so and said bidder has not directly nor indirectly entered into any agreement, expressed or implied, with any bidder or bidders, having for its object the controlling of the price or amount of such bid or bids, the paying to anyone any money for promotion to any bidder or bidders or other persons of any part of the contract or any part of the subject matter the bid or bids of the profits thereof, and that they have not and will not divulge the sealed bid on such public improvements to any persons whatsoever, except those having partnership or other financial interest with them in said bid or bids, until after the said sealed bid or bids are opened.

SIGNED: 

Subscribed and sworn to before me, a Notary Public, in and for the State of Oklahoma, County of Oklahoma this 12 day of January, 2026.

My Commission Expires: 8/27/29

My Commission Number: 21011337



BID PROPOSAL (PAGE 4 OF 4)**CITY OF NORMAN –
PREPARED BY**

- Provide labor and materials to remove existing air handler, disconnect water, electrical and controls connections
- Provide new comparable Temtrol air handler with minimum 7 zones.
- Provide new piping and control valves serving new air handler
- Provide labor and materials to install new equipment, modify and connect supply and return ducts as needed.
- Provide labor and materials to connect existing building loop water connections to new equipment.
- Provide labor and materials to connect existing building controls to new equipment.
- Provide insulation.
- Start equipment and verify operations.
- Clean workspace and pack out old equipment and debris.

Total Project Cost in Words One Hundred Ninety Nine thousand four hundred Ninety four dollars

BID AFFIDAVITS

The following affidavits are to accompany the bid:

A. **Non-Collusion Affidavit**

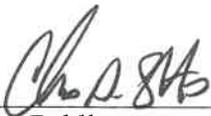
STATE OF Oklahoma)

COUNTY OF Cleveland)

Kevin Cockerham _____, of lawful age, being first duly sworn on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any government official or employee as to quantity, quality, or price in the prospective contract, of any other terms of said prospective contract; or in any discussions between bidders and any government official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Norman (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

SIGNED: 

Subscribed and sworn to before me this 12 day of JANUARY, 2026.


Notary Public

My Commission Expires: 8/27/29

My Commission Number: 21011337



B. Business Relationships Affidavit

STATE OF Oklahoma)

COUNTY OF Cleveland)

Kevin Cockerham, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

None

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

None

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

None

(If none of the business relationships herein above mentioned exist, affiant should so state.)

By: *Kevin Cockerham*

Title: _____

Subscribed and sworn to before me this 12 day of JANUARY, 2026.

Chris Streets
Notary Public

My Commission Expires: 8/27/29
My Commission Number: 21011337



C. False Information Affidavit

STATE OF Oklahoma)

COUNTY OF Cleveland)

Kevin Cockerham, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm/Company of Streets, LLC to submit the above Contract to the City of Norman, Oklahoma.

This affidavit further states that neither the bidding company nor any other company, owned or previously owned by anyone who is in an ownership or managerial capacity with the bidding company has ever knowingly submitted false information to the City.

Kevin Cockerham
Contractor

Subscribed and sworn to before me this 12 day of JANUARY, 2026.

Chris Streets
Notary Public

My Commission Expires: 8/27/29

My Commission Number: 21011337



CERTIFICATION OF NONDISCRIMINATION

In connection with the performance of work under this contract, the contractor agrees as follows:

- A. The contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. The Contractor shall take affirmative action to ensure that employees are treated without regard to their race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor and Subcontractor shall agree to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provisions in this section.

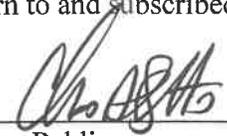
- B. In the event of the Contractor's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The Contractor may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the Contractor.

- C. The Contractor agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

I have read the above stated clause and agree to abide by its requirements.

By: 
 Title: _____

Sworn to and subscribed before me this 12 day of JANUARY, 2026.


 Notary Public

My commission expires: 8/22/29

STATUTORY BOND

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Streets, LLC
100 Southeast 25th Street
Oklahoma City, OK 73129

OWNER:
(Name, legal status and address)

City of Norman
225 North Webster Avenue
Norman, OK 73069

SURETY:
(Name, legal status and principal place of business)
SiriusPoint America Insurance Company

1 World Trade Ctr, 285 Fulton St, 47th Fl STE 47J
New York, NY 10007
Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

City of Norman - Norman Investigation Center (NIC) Air Handler Replacement - Bid No. - 2526-22

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of January, 2026.



(Witness)

Streets, LLC
(Principal) _____ *(Seal)*

By: 

(Title)



(Witness) Laura A. Benevento

SiriusPoint America Insurance Company
(Surety) _____ *(Seal)*

By: 

(Title) Evelyn A. Benevento, Attorney-in-Fact

**POWER OF ATTORNEY
SIRIUSPOINT AMERICA INSURANCE COMPANY
NEW YORK**

USIPIT01_0624

Item 17.

KNOW ALL MEN BY THESE PRESENTS: That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

RESOLVED, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as surety. Such authority can be executed by use of facsimile signature.

Does hereby nominate, constitute and appoint:

Benedict J. Tockarszewsky, Carole P. Fahed, Evelyn A. Benevento, Jessica J. Bentley, Katelyn Williams, Kimberly L. Miles, Rebecca A. Landry, Tammy S. Selbe

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$63,971,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

IN WITNESS WHEREOF, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.



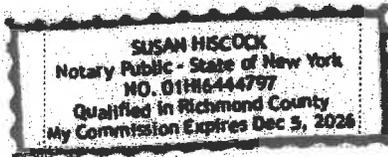
SiriusPoint America Insurance Company

[Handwritten Signature]
Paul Mihulka
President

State of New York
County of New York

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.



[Handwritten Signature]
Notary Public
My Commission expires Dec. 5, 2026

STATE OF New York
COUNTY OF New York

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed the Seal of said Company, on the 12th day of January, 2026



[Handwritten Signature]
Paul Mihulka
President

Know all men by these presents, that Streets, LLC, as Principal, and SiriusPoint America Insurance Company a corporation organized under the laws of the State of New York, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, in the full and just sum of One Hundred Ninety Nine Thousand Four Hundred Ninety Four and 00/100 Dollars DOLLARS, (\$ 199,494.00), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

NIC RTU REPLACEMENT

and has entered into a certain written contract with the CITY OF NORMAN dated this 27th day of January, 2026, for the erection and construction of the above named project, that said Contract being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if said Principal shall, in all particulars, well, truly and faithfully perform and abide by said Contract and each and all specifications and covenants thereto; and if said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether incurred by Principal or subcontracts; and if said Principal shall protect and hold harmless the City of Norman from all loss, damage and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of said Principal or its agents, servants, or employees, and if said Principal shall protect and save the City of Norman harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on this 1st day of February, 2026, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this 1st day of February, 2026.

[Signatures on following page]

Performance Bond No. B-2526-64
Page 1 of 2

(Corporate Seal) (where applicable)

Principal: Streets, LLC

ATTEST:

Seamus Jayson
Corporate Secretary (where applicable)

(Corporate Seal) (where applicable)

ATTEST:

Laura A. Benevento
Title: Laura A. Benevento, Witness to Surety

Signed: *Chris D. SAG*
Authorized Representative

Title: VICE PRESIDENT

Address: 100 Southeast 25th Street
Oklahoma City, OK 73129

Surety: SiriusPoint America Insurance Company

Signed: *Evelyn A. Benevento*
Authorized Representative

Printed: Evelyn A. Benevento
Authorized Representative

Title: Attorney-In-Fact

Address: 1 World Trade Ctr, 285 Fulton St, 47th Fl STE 47J
New York, NY 10007

STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of _____, 20__, personally appeared _____ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

Notary Public

My Commission Expires: _____
My Commission Number: _____

Approved as to form and legality this ____ day of _____, 20__.

City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20__.

ATTEST:

Mayor

City Clerk

Performance Bond No. B-2526-64
Page 2 of 2

**POWER OF ATTORNEY
SIRIUSPOINT AMERICA INSURANCE COMPANY
NEW YORK**

USIPIT01_0624

KNOW ALL MEN BY THESE PRESENTS: That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

RESOLVED, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as surety. Such authority can be executed by use of facsimile signature.

Does hereby nominate, constitute and appoint:

Benedict J. Tockarshewsky, Carole P. Fahed, Evelyn A. Benevento, Jessica J. Bentley, Katelyn Williams, Kimberly L. Miles, Rebecca A. Landry, Tammy S. Selbe

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$63,971,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

IN WITNESS WHEREOF, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.



SiriusPoint America Insurance Company

Paul Mihulka
President

State of New York
County of New York

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.



Notary Public

My Commission expires Dec. 5, 2026

STATE OF New York
COUNTY OF New York

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed the Seal of said Company, on the 1st day of February, 20 26



Paul Mihulka
President

Know all men by these presents, that Streets, LLC, as Principal, and SiriusPoint America Insurance Company a corporation organized under the laws of the State of New York, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the penal sum of One Hundred Ninety Nine Thousand Four Hundred Ninety Four and 00/100 Dollars DOLLARS (\$ 199,494.00), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that the above Principal is the lowest and best bidder for the making of the following City work and improvement, viz.:

NIC RTU REPLACEMENT

and has entered into a certain written contract with the CITY OF NORMAN, dated this 27th day of January, 2026, for the erection and construction of said work and improvement, in exact accordance with the bid of said Principal, and according to certain specifications heretofore made, adopted and placed on file in the office of the City Clerk of the City of Norman.

NOW, THEREFORE, if the said Principal, shall properly and promptly complete the work on the above named project in accordance with the contract, and shall well and truly pay all indebtedness incurred for labor and material and repairs to and parts for equipment furnished in the making of said project incurred by the Principal or subcontractors, then this obligation shall be void. Otherwise, this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this bond, the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on this 1st day of February, 2026, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this 1st day of February, 2026.

(Corporate Seal) (where applicable)

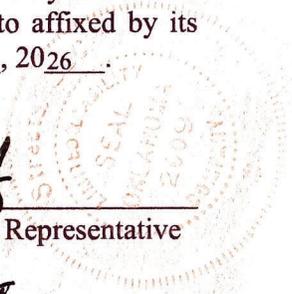
ATTEST:

Summ Jayson
Corporate Secretary (where applicable) 48

Principal: Streets, LLC

Signed: *Chris A. Stib*
Authorized Representative

Title: *VICE PRESIDENT*



Statutory Bond No. B-2526-65

Page 1 of 2

Address: 100 Southeast 25th Street
Oklahoma City, OK 73129

(Corporate Seal) (where applicable)

ATTEST:

Laura A. Benevento

Title: Laura A. Benevento, Witness to Surety

Surety : SiriusPoint America Insurance Company

Signed: Evelyn A. Benevento
Authorized Representative

Printed: Evelyn A. Benevento
Authorized Representative

Title: Attorney-In-Fact

1 World Trade Ctr, 285 Fulton St, 47th Fl STE
Address: 47J New York, NY 10007



STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this ____ day of _____, 20__, personally appeared _____ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

Notary Public

My Commission Expires: _____
My Commission Number: _____

Approved as to form and legality this ____ day of _____, 20__.

City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20__.

ATTEST: _____
Mayor

City Clerk

Statutory Bond No. B-2526-65
141 48 Page 2 of 2

**POWER OF ATTORNEY
SIRIUSPOINT AMERICA INSURANCE COMPANY
NEW YORK**

USIPIT01_0624

KNOW ALL MEN BY THESE PRESENTS: That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

RESOLVED, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as surety. Such authority can be executed by use of facsimile signature.

Does hereby nominate, constitute and appoint:

Benedict J. Tockarszewsky, Carole P. Fahed, Evelyn A. Benevento, Jessica J. Bentley, Katelyn Williams, Kimberly L. Miles, Rebecca A. Landry, Tammy S. Selbe

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$63,971,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

IN WITNESS WHEREOF, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.



SiriusPoint America Insurance Company

Paul Mihulka
President

State of New York
County of New York

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.



/ Notary Public

My Commission expires Dec. 5, 2026

STATE OF New York
COUNTY OF New York

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed the Seal of said Company, on the 1st day of February, 20 26



Paul Mihulka
President

Know all men by these presents, that Streets, LLC, as Principal, and SiriusPoint America Insurance Company, as a corporation organized under the laws of the State of New York, and authorized to transact business in the state of Oklahoma, as Surety, are jointly and severally, firmly held and bound unto the City of Norman, herein called City, in the penal sum of One Hundred Ninety Nine Thousand Four Hundred Ninety Four and 00/100 Dollars Dollars (\$ 199,494.00), in lawful money of the United States of America, same being one hundred percent (100%) of the cost of construction herein referred to for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

NIC RTU REPLACEMENT

WHEREAS, the Principal, has entered into a certain Contract (K-2324-14) with the City dated this 27th day of January, 20 26, for the erection and construction of the above named Project, that Contract being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the City, the said Principal is required to furnish to the City a maintenance bond covering the said Project, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the said Project.

NOW, THEREFORE, the said Principal shall keep and maintain, subject to normal wear and tear, the said Project, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, for a period of one (1) year from the date of the written final acceptance thereof by the City, and shall promptly repair, without notice from the City, any and all defects or failures occurring or arising from improper workmanship, materials, or failure to protect new work until it is accepted within a period of one (1) year without notice from said City, and without expense to said City, thence this obligation shall be null and void and of no force and effect. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the Principal to make any needed repairs upon said Project, or to maintain any part of the same, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the Principal by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the Principal at the address set forth below, then the Principal and Surety shall jointly and severally be liable to the City, for the cost and expense for making such repairs, or otherwise maintaining the said Project.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

Maintenance Bond No. MB-2526-48
Page 1 of 3

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized

representative(s) on this 1st day of February, 2026, and the said Surety has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its attorney-in-fact, authorized to do so, this 1st day of February, 2026.

(Corporate Seal) (where applicable)

ATTEST:

Sammy J. [Signature]
Corporate Secretary (where applicable)

Principal: Strees, LLC

Signed: *Chris A. [Signature]*
Authorized Representative

Title: Vice President

Address: 100 Southeast 25th Street
Oklahoma City, OK 73129

(Corporate Seal) (where applicable)

ATTEST:

Laura A. Benevento [Signature]
Title: Laura A. Benevento, Witness to Surety

Surety: SiriusPoint America Insurance Company

Signed: *Evelyn A. Benevento [Signature]*
Authorized Representative

Printed: Evelyn A. Benevento
Authorized Representative

Title: Attorney-In-Fact

Address: 1 World Trade Ctr, 285 Fulton St, 47th Fl STE 47J
New York, NY 10007

STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this _____ day of _____, 20____, personally appeared _____ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

Notary Public

My Commission Expires: _____
My Commission Number: _____

Maintenance Bond No. **MB-2526-48**
Page 2 of 3

Approved as to form and legality this _____ day of _____, 20____.
64 18

City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20__.

ATTEST:

Mayor

City Clerk

+ Maintenance Bond No. MB-2526-48
~~2526-65X~~

**POWER OF ATTORNEY
SIRIUSPOINT AMERICA INSURANCE COMPANY
NEW YORK**

USIPIT01_0624

KNOW ALL MEN BY THESE PRESENTS: That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

RESOLVED, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as surety. Such authority can be executed by use of facsimile signature.

Does hereby nominate, constitute and appoint:

Benedict J. Tockarszewsky, Carole P. Fahed, Evelyn A. Benevento, Jessica J. Bentley, Katelyn Williams, Kimberly L. Miles, Rebecca A. Landry, Tammy S. Selbe

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$63,971,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

IN WITNESS WHEREOF, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.



SiriusPoint America Insurance Company

Paul Mihulka
President

State of New York
County of New York

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal.



Notary Public

My Commission expires Dec. 5, 2026

STATE OF New York
COUNTY OF New York

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand, and affixed the Seal of said Company, on the 1st day of February, 20 26



Paul Mihulka
President

File Attachments for Item:

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-144: BY AND BETWEEN THE CITY OF NORMAN AND THE VORTEX SERVICES, L.L.C., IN THE AMOUNT OF \$172,630.00 FOR THE HALIFAX AND RIDGEMONT STORMWATER PIPE LINING PROJECT, AND OF MAINTENANCE BOND MB-2425-41, PERFORMANCE BOND B-2425-55 AND STATUTORY BOND B-2425-56, AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (Ward 6 and 8)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Jason Murphy, Stormwater Program Manager

PRESENTER: Scott Sturtz, Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-144: BY AND BETWEEN THE CITY OF NORMAN AND THE VORTEX SERVICES, L.L.C., IN THE AMOUNT OF \$172,630.00 FOR THE HALIFAX AND RIDGEMONT STORMWATER PIPE LINING PROJECT, AND OF MAINTENANCE BOND MB-2425-41, PERFORMANCE BOND B-2425-55 AND STATUTORY BOND B-2425-56, AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (Ward 6 and 8)

BACKGROUND:

During significant rain events occurring in April and May 2025, the City of Norman identified substantial subsurface failures within portions of the Halifax and Ridgemont stormwater drainage systems. These rainfall events produced flows that exceeded typical base conditions and revealed previously unknown structural deficiencies within existing stormwater pipes.

Subsequent field investigations and CCTV inspections documented the formation of large subsurface voids caused by pipe deterioration and loss of surrounding soil in both locations. Several of these voids were found to be immediately adjacent to residential structures. Due to their proximity to home foundations, traditional spot repairs or open-cut pipe replacement that would require extensive excavation were not available options.

The Halifax stormwater system is of particular concern, as it serves as the primary outfall for a detention pond that provides stormwater management for an entire residential neighborhood. The detention pond and downstream conveyance system are critical components of the area's flood mitigation infrastructure. Continued degradation of the Halifax outfall pipe increases the risk of progressive failure and adverse impacts to adjacent properties during future storm events.

Given the location, severity, and extent of the observed voids, trenchless rehabilitation methods were determined to be the most feasible and least disruptive solution. Cured-in-place pipe (CIPP) lining allows the City to stabilize the existing pipes, prevent further soil loss, and restore structural integrity while avoiding deep excavation near residential foundations.

DISCUSSION:

City staff prepared CCTV inspection footage and design specifications for the existing drainage system to evaluate the feasibility of alternative rehabilitation methods in place of traditional open-trench pipe replacement. These materials were provided to qualified trenchless rehabilitation contractors to obtain cost estimates and assess constructability.

Both Vortex Services, L.L.C., and Suncoast Infrastructure responded to the City's request. Cost estimates received were approximately \$172,000 and \$201,000, respectively, with Vortex Services, L.L.C., providing the lower overall quote. Vortex's proposal also demonstrated the ability to fully address the identified structural deficiencies and subsurface voids while minimizing excavation and reducing the risk of damage to adjacent residential foundations.

The City utilized the BuyBoard cooperative purchasing program to satisfy competitive bidding requirements for this project. BuyBoard is a nationally recognized cooperative purchasing network that allows local governments to procure goods and services through competitively solicited contracts, ensuring compliance with state procurement laws while expediting the delivery of critical infrastructure projects. Vortex Services, L.L.C., provided documentation confirming coverage under BuyBoard Contract Number 731-24 with their proposal.

If approved, work is anticipated to commence within approximately ten (10) days of contract authorization. Installation activities are expected to take less than one week per location, minimizing impacts to residents and surrounding infrastructure.

Funds for this contract are available within Force Account Drainage (DR0033 50599906-46301), which is part of the City's ongoing Capital Stormwater Program to address localized stormwater drainage deficiencies as they are identified. In addition, a dedicated account for the Pipe Lining Service Contract (DR0038 50599968-46101) has been established to support this effort.

RECOMMENDATION NO. 1:

Staff recommends the approval of Contract K-2526-144 with Vortex Services, L.L.C., in the amount of \$172,630.00.

RECOMMENDATION NO. 2:

Staff recommends transfer of \$172,630 from Force Account Drainage (DR0033 50599906-46301) to Pipe Lining Service Contract (DR0038 50599968-46101).



**SPECIFICATIONS
AND
CONTRACT DOCUMENTS
FOR THE
Halifax and Ridgemont Stormwater Pipe Lining**

Contract No. – K-2526-144

Maintenance Bond No. – MB-2526-41

Performance Bond – B-2526-55

Statutory Bond – B-2526-56

Project Agent Resolution – R-2526-102

**CITY OF NORMAN
225 N. WEBSTER
NORMAN, OKLAHOMA 73069
(405) 366-5452**

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SPECIFICATIONS
AND
CONTRACT DOCUMENTS**

CONTRACT DOCUMENTS 1
CONTRACT 3
CONTRACT AFFIDAVIT 7
MAINTENANCE BOND 8
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AFFIDAVIT 17

CONTRACT

THIS CONTRACT made and entered into this ___ day of February, 2026, by and between ___ Vortex Services, LLC ___ as Party of the First Part, hereinafter designated as the CONTRACTOR, and the City of Norman, a municipal corporation, hereinafter designated as the CITY, Party of the Second Part.

WITNESSETH

WHEREAS, the CITY has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all of said bidding documents, and has complied with the Oklahoma Competitive Bidding Act, by soliciting and receiving proposals for the furnishing of all labor and materials for the following projects:

K-2526-144 Halifax and Ridgemont Stormwater Pipe Lining

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said CONTRACT; and,

WHEREAS, the CONTRACTOR has submitted to the CITY in the manner and at the time specified, a proposal in accordance with the terms of this Contract; and,

WHEREAS, the CITY, in the manner provided by law, has determined and declared the above-named CONTRACTOR to be the lowest and best Bidder on the above-prepared project, and has duly awarded this CONTRACT to said CONTRACTOR, for the sum named in the proposal, to wit:

(WRITTEN) One Hundred Seventy Tow Thousand Six Hundred Thirty (DOLLARS):

(NUMERALS) (\$172,630.00)

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this CONTRACT have agreed, and hereby agree, as follows:

1) The CONTRACTOR shall, in a good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and the following CONTRACT Documents: all documents, drawings specifications, provisions and materials relating to Contractor's Bid or Proposal, the Construction, and Bonds thereto, including the Contractor's Proposal dated February 2, 2026, all of which documents are on file with the Purchasing Agent, and are made a part of this CONTRACT as fully as if the same were set out at length. Where a conflict exists between this Agreement and those other contract documents, the terms of this agreement shall control.

2) The CITY shall make payments as stipulated in the contract documents to the CONTRACTOR in the following manner: On or about the first day of each month, the project engineer, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project engineer, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

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Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 62, Section 310.9.

On completion of the work, but prior to the acceptance thereof by the CITY, it shall be the duty of the project engineer, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations, said official shall make his final certificate to the CITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainages) will be approved and paid.

3) It is further agreed that the CONTRACTOR will commence said work within 10 days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously. Any suspension of work must be approved by the engineer or the engineer's representative. The contract period is as follows:

Halifax and Ridgemont Stormwater Pipe Lining

- a. 60 Calendar Days
 - i. 60 Calendar Days does not include weather days
 - 1. Weather days to be determined by the engineer or the streets program manager

Calendar Days does not include weather days
Weather days to be determined by the engineer or streets program manager

- 4) That the CITY shall pay the CONTRACTOR for the work performed as follows:
 - a. Payment for unit price items shall be at the unit price bid for actual construction quantities.
 - b. Construction items specified but not included as bid items shall be considered incidental and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities. Should any defective work or materials be discovered or should a reasonable doubt rise as to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied.

And that the CONTRACTOR'S bid is hereby made a part of this Agreement.

- 5) The amount of retainage with respect to progress payments will be 5%, or as otherwise provided by applicable law.
- 6) That the CONTRACTOR will not undertake to furnish any materials or to perform any work not specifically authorized under the terms of this Agreement unless additional materials or work are authorized by written Change Order, executed by the CITY; and that in the event any additional are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.
- 7) That if any additional work is performed or additional materials provided by the CONTRACTOR upon authorization by the CITY, the CONTRACTOR shall be compensated therefore at the unit price and as agreed to by both parties in the execution of the Change Order.

Contract No. K-2526-144

Page 2 of 4

8) That the CONTRACTOR shall perform the work and provide the materials strictly in accordance with the specifications as to quality and kind, and all work and materials shall be subject to rejection by the CITY through its authorized representatives for failure to meet such requirements, and in the event of such rejection, the CONTRACTOR shall replace the work and materials without compensation therefore by the CITY.

9) The CONTRACTOR shall complete the work in accordance with the terms of this Agreement. The CONTRACTOR further agrees to pay liquidated damages, as stipulated in the contract document and the General Conditions included in the City of Norman Standard Specifications and Construction Drawings, for each calendar day thereafter.

10) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the CITY prior to issuance of the Work Order and commencement of work on the project. The CONTRACTOR shall provide written documentation from the Maintenance Bond Company that all work, including Change Orders, is covered by the Maintenance Bond before final acceptance of the project.

11) IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in four (4) duplicate originals, the day and year first above written.

12) To that end, no provision of this CONTRACT or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the CITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the CITY or in any way to restrict the freedom of the third person to the CITY or in any way to restrict the freedom of the CITY to exercise full discretion in its dealing with the Contractor.

13) The sworn, notarized statement below must be signed and notarized before this Contract will become effective.

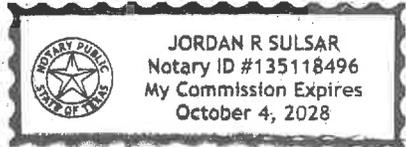
STATE OF Texas)
) ss:
COUNTY OF Harris)

Isaiah Bean, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by CONTRACTOR to submit the above CONTRACT to the CITY. Affidavit further states that CONTRACTOR has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the CITY any money or other thing of value, either directly or indirectly, in the procuring of the CONTRACT.


Contractor

Subscribed and sworn to before me this 2nd day of February, 2026.


Notary Public

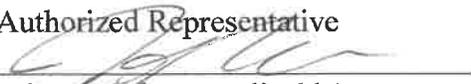


Contract No. K-2526-144
Page 3 of 4

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the _____ day of _____ 20 ____, and the _____ day of _____, 20____.

(Corporate Seal) (where applicable)

Principal

ATTEST:
Authorized Representative

Witness (where applicable)

Signed: 
Title: RVP
Address 521 Federal Road Livermore, ME 04253
Telephone: 713-750-9081

CITY OF NORMAN:

Approved as to form and legality this 6 day of February 2024.


City Attorney

Approved by the Council of the City of Norman, this _____ day of _____, 20____.

ATTEST:

City Clerk

Mayor

CONTRACT AFFIDAVIT

Item 18.

STATE OF Texas)
) ss:
COUNTY OF Harris)

Isaiah Bean, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm of Vortex Services, LLC to submit the above Contract to the City of Norman, Oklahoma.

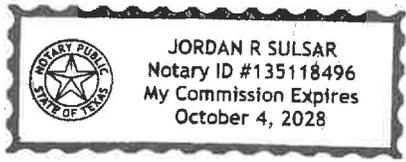
Affidavit further states that such firm has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City of Norman, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the Contract.

Isaiah Bean
Contractor

Subscribed and sworn to before me this 2nd day of February, 2026.

Jordan R Sulsar
Notary Public

My Commission Expires:
10/04/2028





VORTEX

services

To: City Of Norman OK	Contact: Jason Murphy
Address: Norman, OK	Phone:
	Email: jason.murphy@normanok.gov
Project Name: OK - Norman - Storm Drain Rehab FY26	Bid Number: 2616192
Project Location: Halifax, Ridgemont, Norman, OK	Bid Date: 2/2/2026

Buy Board Contract #731-24

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
FY2026				
Mobilization - Oklahoma (reduced From \$45,000)	1.00	EACH	\$25,000.00	\$25,000.00
Halifax - UV CIPP Liners 180' X 30" - First 5.6mm (6.4mm Total)	180.00	LF	\$375.00	\$67,500.00
Halifax - UV CIPP Liners 180' X 30" - Additional 0.7mm (6.4mm Total) (reduced From \$27 Per Ft)	180.00	LF	\$15.00	\$2,700.00
Ridgemont - UV CIPP Liners 192' X 30" - First 5.4mm (6.4mm Total)	192.00	LF	\$375.00	\$72,000.00
Ridgemont - UV CIPP Liners 192' X 30" - Additional 0.7mm (6.4mm Total) (reduced From \$27 Per Ft)	192.00	LF	\$15.00	\$2,880.00
Payment & Performance Bond (1.5% Of Project Value)	1.00	LS	\$2,550.00	\$2,550.00
	Total Price for above FY2026 Items:			\$172,630.00

Total Bid Price: \$172,630.00**Notes:**

- [This Proposal was developed using rates established in Buy Board Contract #731-24](#)
- [Pre and post inspections are included.](#)
- [Proposal includes light cleaning \(up to 2 passes\) – additional cleaning will be charged at \\$650/hr.](#)
- [Owner is responsible for removing weir wall prior to start of lining.](#)
- [All maintenance of traffic \(MOT\) and / or traffic control will be provided by Others.](#)
- [Proposal includes standard signs and cones. Any additional maintenance of traffic \(MOT\) needed will be provided by Others.](#)
- Owner will provide a portable hydrant meter and access to onsite water for our use free of charge.
- Owner will provide a portable hydrant meter for our use. If there is not a hydrant nearby, or if we cannot lay 2" fire hose across the street to install our CIPP liner, the Owner may have to provide a water tanker trucks (including operators).
- Owner will provide a local area and pay disposal fees to dispose the debris that is pulled from the cleaning process after it is decanted. Disposal site must be less than 10 miles away from job site.
- Owner will be responsible for providing an onsite disposal area for any debris removed from the storm pipes. It will then be the Owner's responsibility to properly haul off and dispose this material.
- Owner will provide access to each and every manhole and or structure. This may include but not limited locating, exposing, and raising buried MH's prior to our crew mobilizing.
- If necessary, Owner will provide Permits & Fees. Vortex will provide our standard insurance coverage. OCP or railroad insurance & or longshoreman insurance is not included.
- Our Bid Proposal is valid for 30 days from the bid date.
- Site Restoration will be performed by Others.
- CIPP Samples can be provided at no additional cost. If 3rd party CIPP testing is required, it can be provided at \$450 per each test. There was no CIPP specification mentioning samples and testing for this bid.
- Standard wages are included. Therefore, Prevailing wages and or Union Wage Rates are not included in this bid proposal. Client / GC must notify Vortex if the project is Certified payroll prior to contract execution or additional fees may apply.
- Any delays besides weather that is outside of our control will be addressed by an applicable change order.
- Payment terms: Net 30 days. Interest will be added to balances outstanding after 30 days
- Our bid proposal as submitted reflects the current material pricing established on or before the bid date listed within our proposal. In the event of unforeseen price increases of our raw materials, Vortex may request a change order for the City's consideration.

- Vortex's bid proposal shall be incorporated into the subcontract agreements. Vortex will initiate this project upon an agreement or receipt of a subcontract or purchase order. Copies of payment and performance bonds must be provided to Vortex.
- **Condition of Property:** The parties acknowledge that the nature of the Work to be performed hereunder at the Property is such that the drain line and other characteristics and conditions of the site and Property cannot be fully assessed by Contractor until the Services identified in the proposal have commenced. As such, the parties acknowledge that the discovery of unforeseen site conditions of the Property including the drain line may necessitate modifying the proposal and executing negotiated Change Orders incorporating applicable Purchase Orders. In such a case, neither party, at this time, can satisfy itself as to coordination of such schedules and as to the existing condition of all parts of the Property and its location, including, without limitation, access to the Site, availability, location, and condition of the drain line, all necessary utilities, climatic conditions, surface and subsurface conditions, potential exposure to hazardous or toxic wastes and substances, gases and other hazardous conditions and the condition of all improvements in or on the Property, thus project timing may also be the subject of an applicable Change Order. Upon discovery of any unforeseen site condition and execution of necessary applicable Change Orders, if any, the Contractor shall be solely responsible for completing the Work

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Vortex Services LLC</p> <p>Authorized Signature: _____</p> <p>Estimator: Patrick Holland (207) 530-0937 patrick.holland@vortexcompanies.com</p>
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February 18, 2025

Sent via email to: rgraham@vortexcompanies.com

Ryan Graham
Vortex Services, LLC
18150 Imperial Valley Dr.
Houston TX 77060

Re: Cured in Place (CIPP) for Pipeline Rehabilitation (Ultraviolet-Light-Cured-Products)
BuyBoard Contract 731-24

The Local Government Purchasing Cooperative (BuyBoard) awarded your company a contract under Cured in Place (CIPP) for Pipeline Rehabilitation (Ultraviolet-Light-Cured-Products), Contract 731-24 effective 4/1/2024 through March 31, 2025, with two possible one-year renewals. At this time the BuyBoard is renewing your contract through March 31, 2026.

All discounts, terms, and conditions of your contract will remain the same. If you agree to this renewal, there is nothing you need to do. However, if you do not agree to this renewal, you must notify me via email at contractadmin@buyboard.com prior to the start of the renewal term.

Reminder: Once a BuyBoard contract is awarded, vendors must generate a minimum of \$15,000 annually or they may not be offered a contract renewal.

If you have questions or comments concerning this renewal, please contact me as soon as possible at contractadmin@buyboard.com . We appreciate your interest in The Local Government Purchasing Cooperative.

Sincerely,

Jim Tulberg

Jim Tulberg
Contract Administrator

1st renewal v.02.13.2020



January 24, 2024

Sent Via Email: rgraham@vortexcompanies.com

Ryan Graham
Vortex Services, LLC
18150 Imperial Valley Dr
Houston, TX 77060

Welcome to BuyBoard!

Re: Notice of National Purchasing Cooperative Award; Proposal Invitation No. 731-24, Cured in Place Pipe (CIPP) for Pipeline Rehabilitation (Ultraviolet-Light Cured Products)

Congratulations, The National Purchasing Cooperative (National Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of April 1, 2024 through March 31, 2025, and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the National Purchasing Cooperative Vendor Award Agreement and General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 731-24 at www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders from National Cooperative members must be processed through the BuyBoard.** Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a National Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a National Cooperative member that you have reason to believe has not been received by the National Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by e-mail to info@buyboard.com

A list of National Cooperative members is available on the buyboard.com website. Once the contract is active, the BuyBoard vendor relations staff will be contacting you to assist with resources available and provide any support you may need as an awarded BuyBoard vendor.

On behalf of the National Cooperative, we are looking forward to your participation in the program. If you have any questions, feel free to contact me at bids@buyboard.com.

Sincerely,

Kristin Gardner, Bid Analyst
Texas Association of School Boards, Inc.,
Procurement Administrator for the National Purchasing Cooperative

v.02.01.2021

P.O. Box 400, Austin, Texas 78767-0400
800.695.2919 • buyboard.com



CERTIFICATION

(Vortex Services, LLC)

Date: January 5, 2025

TO WHOM IT MAY CONCERN:

I, the undersigned Chief Administrative Officer and Secretary of Vortex Companies, LLC, a Delaware limited liability company, hereby certify as follows:

- That Vortex Services, LLC (formerly known as VacVision Environmental, LLC) is a wholly-owned subsidiary of Vortex Infrastructure Services, LLC, which is a wholly-owned subsidiary of Vortex Companies, LLC;
- That Vortex Services, LLC is the successor to each of these entities: Ted Berry Company, LLC; Ricor Services, LLC; Vaught Services, LLC; Vortex Turnkey Solutions, LLC; Vortex West, LLC; North American Pipeline Services, LLC; Excavating Services, LLC; Infrastructure Restoration, Inc.; Planned Engineering and Construction, Inc.; Sancon Technologies, Inc.; and Prism Contractors & Engineers, Inc.
- That the following individuals are officers and authorized signatories of **Vortex Services, LLC**:

Michael Vellano	Chief Executive Officer and President
Matthew Samford	Chief Financial Officer and Treasurer
Ryan Graham	Chief Operating Officer and Vice President
Lou Gastin	Chief Accounting Officer and Assistant Treasurer
B.J. Kerstiens	Senior Vice President – Services
Quin Breland	Chief Administrative Officer and Secretary
Steve Rohr	General Counsel
Sam Trawick	Regional Vice President – Southeast
Jed Brewer	Regional Vice President – Southwest
Shawn Ready	Regional Vice President – Florida
Ross Cooke	Regional Vice President – Vortex Lining Systems
Dave Beauchamp	Regional Vice President – Mid-Atlantic
Isaiah Bean	Regional Vice President – Northeast
Chris Peccia	Regional Vice President – Rocky Mountains
Christy Austin	Divisional Controller and Assistant



Chuck Parsons	Treasurer
Ryan Helmuth	Regional Vice President – Sancon Technologies
Gary Drew	Vice President and General Manager – Sancon Technologies
Jonathan Thomas	Operations Manager – Sancon Technologies
Aaron Tenney	Regional Vice President – Coastal Sr Regional Vice President – Coastal

That each of the foregoing officers is authorized to execute bid packages, contracts, subcontracts, purchase orders, change orders and all other contract documents on behalf of the Company and fully bind the Company.

This Certification may be relied upon by third parties to confirm the authority of officers to act on behalf of the Company.

VORTEX SERVICES, LLC

By: Vortex Infrastructure Services, LLC, its sole member

By: Vortex Companies, LLC, its sole member

By: 

Quin Breland, its CAO and Secretary

CITY OF NORMAN

MAINTENANCE BOND

Know all men by these presents that Vortex Services, LLC, as Principal, and Ascot Surety & Casualty Company, a corporation organized under the laws of the State of Colorado, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of One Hundred Seventy Two Thousand Six Hundred Thirty and 00/100 DOLLARS (\$ 172,630.00), such sum being equal to the contract price and being in force for a period of one year from the date of the acceptance of the below described improvements by the City Council, and thereafter for the sum of Forty Three Thousand One Hundred Fifty Seven and 50/100 DOLLARS (\$ 43,157.50), such sum being no less than twenty-five percent (25%) of the contract price and being in force for a period of two years thereafter, for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best bidder on the following project:

K-2526-Halifax and Ridgemont Stormwater Pipe Lining

has entered into a written CONTRACT (~~K-2425-69~~ ^{K-2526-144}) with the CITY OF NORMAN, dated this ____ day of February, 2026 for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the CITY the PRINCIPAL is required to furnish to the CITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW, THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the CITY or expense to the CITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of three (3) years from the date of the written final acceptance by the CITY, then this obligation shall be null and void. The amount of the Maintenance Bond shall be 100 % of the contract amount. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the CITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.



Power of Attorney

KNOW ALL MEN BY THE PRESENTS:

That **Ascot Surety & Casualty Company** and **Ascot Insurance Company**, each a corporation organized and existing under the laws of the State of Colorado (the "Companies"), do hereby constitute and appoint:

Robert F. Bobo, Aaron P. Clark, Timothy F. Kelly, Teresa D. Kelly, Laura Kneitz, Rachel Richardson, Nick Patetta, Craig C. Payne, Tami Jones, Daisy Greathouse, Erica Kneitz, Kala Kelly, Lauren Rumsey, Ivette Bustos, Walker Wilks, and Allison Howell

of Houston, TX (city, state) and each its true and lawful Attorney(s)-in-Fact, with full authority to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line is filled in, only within the area and up to the amount therein designated, any and all bonds, undertakings, recognizances, and other contracts of indemnity or writings obligatory in the nature thereof, issued in the course of its surety business, and to bond the Companies as follows:

Any such obligations in the United States not to exceed \$100,000,000.00.

The Companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority Resolutions adopted by the Board of Directors of the Companies, which resolutions are still in effect:

RESOLVED, that any of the Chief Executive Officer, the Chief Operating Officer or the Chief Underwriting Officer, acting in conjunction with the head of the surety business line for the Corporation (each an Authorized Individual" and, collectively, the Authorized Individuals", are authorized to jointly appoint one or more attorneys-in-fact to represent and act for and on behalf of the Corporation in the transaction of the Corporation's surety business to execute (under the common seal of the Corporation if appropriate) bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof;

RESOLVED, that in conjunction with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seals (electronic or otherwise) shall be valid and bonding upon the Corporation when so affixed with respect to any bond, undertaking, recognizance or tother contract of indemnity or writing obligatory in the nature thereof;

RESOLVED, that in connection with the Corporation's transaction of surety business, the facsimile electronic or mechanically reproduced signature of any Authorized Individual, whether made heretofore or hereafter, whenever appearing upon a copy of any Power of Attorney of the Corporation, with signatures affixed as next above noted, shall be valid and binding upon the Corporation with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused these presents with the respective corporate seals and to be executed by the individuals named below who are duly authorized and empowered to execute the Power of Attorney on the Companies' behalf, this 13th day of March 2025.



ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

Matthew Conrad Kramer (Chief Executive Officer)

Tara North (Executive Vice President, Surety)

STATE OF CONNECTICUT)
COUNTY OF FAIRFIELD) ss.

On this 13th day of March 2025, before me came the above named Chief Executive Officer of each Ascot Surety & Casualty Company and Ascot Insurance Company and the head of the surety business line for each of Ascot Surety & Casualty Company and Ascot Insurance Company, to me personally known to be the individuals described herein, and acknowledged that the seals affixed to the preceding instrument and the corporate seals of each Ascot Surety & Casualty Company and Ascot Insurance Company, and that the said corporate seals and signatures were duly affixed and subscribed to said instrument by the authority and direction of said Companies.

KSENIA E. GUSEVA
NOTARY PUBLIC
STATE OF CONNECTICUT
My Commission Expires June 30, 2029

Notary Public Ksenia E Guseva
My commission expires on June 30, 2029

I, the undersigned Secretary of the Company, do hereby certify that the foregoing excerpts of the Resolution adopted by the Board of Directors of the Companies, and the Power of Attorney issued pursuant thereto, are true and correct, and further certify that both the Resolution and the Power of Attorney are still in full force and effect.

This Certificate may be signed by facsimile under and by the authority of the following resolution of the Board of Directors of the Companies.

RESOLVED, that in connection with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney of certificate bearing such facsimile signatures or facsimile seal (electronic or otherwise) shall be valid and binding upon the Corporation when so affixed with respect to any bond, undertaking, recognizances or other contract of indemnity or writing obligatory in the nature thereof;

IN WITNESS WHEREOF; I have hereunto set my hand and affixed the seal of the Companies, this _____ day of February, 2026.

ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

John Gill, Secretary

PERFORMANCE BOND

Know all men by these presents, that Vortex Services, LLC as PRINCIPAL, and Ascot Surety & Casualty Company Corporation organized under the laws of the State of Colorado and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of One Hundred Seventy Two Thousand Six Hundred Thirty and 00/100 DOLLARS, (\$ 172,630.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

K-2526-144 Halifax and Ridgemont Stormwater Pipe Lining

has entered into a written CONTRACT (~~K-2425-69~~ ^{K-2526-144}) with THE CITY OF NORMAN, dated this day of February, 2026 for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if PRINCIPAL shall, in all particulars, well and truly perform and abide by said CONTRACT and all specifications and covenants thereto; and if the PRINCIPAL shall promptly pay or cause to be paid all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or subcontractors; and if the PRINCIPAL shall protect and hold harmless the CITY from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by PRINCIPAL or his or its agents, servants, or employees in the construction of the PROJECT, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of PRINCIPAL of his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the CITY harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise, this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in the CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), and the 2nd day of February, 2026 and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the day of February 2nd, 2026.

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____,
by _____ (Name and Title) of _____,
a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20__.

Notary Public

My Commission Expires:

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____,
by _____ (Name and Title) _____
(partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20__.

Notary Public

My Commission Expires:

CITY OF NORMAN

Approved as to form and legality this 6 day of February, 2026.

Elizabeth Muchala
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20__.

ATTEST:

City Clerk

Mayor Stephen T. Holman

Performance Bond No. B-2526-55
Page 3 of 3

STATUTORY BOND

Know all men by these presents that Vortex Services, LLC as PRINCIPAL, and Ascot Surety & Casualty Company, a corporation organized under the laws of the State of Colorado, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the sum of One Hundred Seventy Two Thousand Six Hundred Thirty and 0/100 DOLLARS (\$ 172,630.00), or the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

K-2526-144 Halifax and Ridgemont Stormwater Pipe Lining

has entered into a written CONTRACT (~~K-2425-69~~ ^{K-2526-144}) with THE CITY OF NORMAN, dated this ___ day of February, 2026, for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL, shall properly and promptly complete the work on this PROJECT in accordance with the CONTRACT, and shall well and truly pay all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of the PROJECT, whether incurred by the PRINCIPAL, his subcontractors, or any material men, then this obligation shall be void. Otherwise this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, subject to the provisions of 6l O.S. S2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the 2nd day of February, 2026, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative on the ___ day of February, 2026.

(Corporate Seal) (where applicable)

ATTEST


Corporate Secretary (where applicable)
witness

Principal
Signed: 
Authorized Representative
Title: CFO
Address: 521 Federal Road
Livermore, ME 04253
Telephone: 713-750-9081

(Corporate Seal) (where applicable)

Surety: Ascot Surety & Casualty Company

ATTEST:

Signed: *Laura Kneitz*
Authorized Representative

Tam Jones
Tam Jones

Printed: Laura Kneitz
Authorized Representative

Title: Attorney-in-Fact

Address: 1020 Highland Colony Parkway, Suite 700,
Ridgeland, MS 39157

Telephone: (646) 356-8101

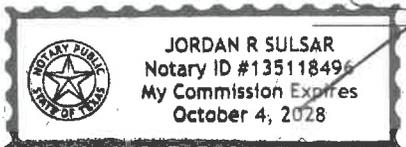
CORPORATE ACKNOWLEDGEMENT

STATE OF Texas)
) ss:
COUNTY OF Harris)

The foregoing instrument was acknowledge before me this 2nd day of February, 2026, by Matt Samford - CFO (Name and Title), of Vortex Services, LLC a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 2nd day of February, 2026.

My Commission Expires: 10/04/2028



Jordan R Sulsar
Notary Public

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____ (Name and Title) of _____ a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20____.

Notary Public

My Commission Expires: _____

Statutory Bond No. B-2526-56
Page 2 of 3



Power of Attorney

KNOW ALL MEN BY THE PRESENTS:

That Ascot Surety & Casualty Company and Ascot Insurance Company, each a corporation organized and existing under the laws of the State of Colorado (the "Companies"), do hereby constitute and appoint:

Robert F. Bobo, Aaron P. Clark, Timothy F. Kelly, Teresa D. Kelly, Laura Kneitz, Rachel Richardson, Nick Patetta, Craig C. Payne, Tami Jones, Daisy Greathouse, Erica Kneitz, Kala Kelly, Lauren Rumsey, Ivette Bustos, Walker Wilks, and Allison Howell

of Houston, TX (city, state) and each its true and lawful Attorney(s)-in-Fact, with full authority to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line is filled in, only within the area and up to the amount therein designated, any and all bonds, undertakings, recognizances, and other contracts of indemnity or writings obligatory in the nature thereof, issued in the course of its surety business, and to bond the Companies as follows:

Any such obligations in the United States not to exceed \$100,000,000.00.

The Companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority Resolutions adopted by the Board of Directors of the Companies, which resolutions are still in effect:

RESOLVED, that any of the Chief Executive Office, the Chief Operating Officer or the Chief Underwriting Officer, acting in conjunction with the head of the surety business line for the Corporation (each an Authorized Individual" and, collectively, the Authorized Individuals"), are authorized to jointly appoint one or more attorneys-in-fact to represent and act for and on behalf of the Corporation in the transaction of the Corporation's surety business to execute (under the common seal of the Corporation if appropriate) bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof;

RESOLVED, that in conjunction with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seals (electronic or otherwise) shall be valid and bonding upon the Corporation when so affixed with respect to any bond, undertaking, recognizance or tother contract of indemnity or writing obligatory in the nature thereof;

RESOLVED, that in connection with the Corporation's transaction of surety business, the facsimile electronic or mechanically reproduced signature of any Authorized Individual, whether made heretofore or hereafter, whenever appearing upon a copy of any Power of Attorney of the Corporation, with signatures affixed as next above noted, shall be valid and binding upon the Corporation with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused these presents with the respective corporate seals and to be executed by the individuals named below who are duly authorized and empowered to execute the Power of Attorney on the Companies' behalf, this 13th day of March 2025.



ASCOT SURETY & CASUALTY COMPANY
 ASCOT INSURANCE COMPANY

Matthew Conrad Kramer

Matthew Conrad Kramer (Chief Executive Officer)

Tara North

Tara North (Executive Vice President, Surety)

STATE OF CONNECTICUT)
 COUNTY OF FAIRFIELD) ss.

On this 13th day of March 2025, before me came the above named Chief Executive Officer of each Ascot Surety & Casualty Company and Ascot Insurance Company and the head of the surety business line for each of Ascot Surety & Casualty Company and Ascot Insurance Company, to me personally known to be the individuals described herein, and acknowledged that the seals affixed to the preceding instrument and the corporate seals of each Ascot Surety & Casualty Company and Ascot Insurance Company, and that the said corporate seals and signatures were duly affixed and subscribed to said instrument by the authority and direction of said Companies.

KSENIA E. GUSEVA
NOTARY PUBLIC
 STATE OF CONNECTICUT
 My Commission Expires June 30, 2029

Ksenia E. Guseva

Notary Public Ksenia E Guseva
 My commission expires on June 30, 2029

I, the undersigned Secretary of the Company, do hereby certify that the foregoing excerpts of the Resolution adopted by the Board of Directors of the Companies, and the Power of Attorney issued pursuant thereto, are true and correct, and further certify that both the Resolution and the Power of Attorney are still in full force and effect.

This Certificate may be signed by facsimile under and by the authority of the following resolution of the Board of Directors of the Companies.

RESOLVED, that in connection with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney of certificate bearing such facsimile signatures or facsimile seal (electronic or otherwise) shall be valid and binding upon the Corporation when so affixed with respect to any bond, undertaking, recognizances or other contract of indemnity or writing obligatory in the nature thereof;

IN WITNESS WHEREOF; I have hereunto set my hand and affixed the seal of the Companies, this _____ day of February, 20 26.

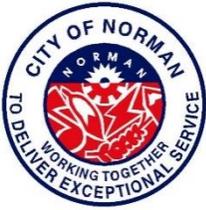
ASCOT SURETY & CASUALTY COMPANY
 ASCOT INSURANCE COMPANY

John Gill

John Gill, Secretary

File Attachments for Item:

19. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-98: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$70,418.24 FROM THE CAPITAL FUND TO FINANCE A PORTION OF THE CLASSEN BOULEVARD SIGNALS CONSTRUCTION PROJECT. (Ward 7 and 5)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-98: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$70,418.24 FROM THE CAPITAL FUND TO FINANCE A PORTION OF THE CLASSEN BOULEVARD SIGNALS CONSTRUCTION PROJECT. (Ward 7 and 5)

BACKGROUND:

Norman has been collecting traffic impact fees for a number of years to accommodate future developments that need specific intersection upgrades. One particular need identified in the past is for a series of traffic signals on Classen Boulevard at Ann Branden Boulevard, Renaissance Drive, and South Lake Boulevard. When the Oklahoma Department of Transportation upgraded the Classen Boulevard intersection with Ann Branden Boulevard to channelize the left-turns from Classen Boulevard and to prohibit left-turns from Ann Branden Boulevard and the commercial area on the west side of the intersection, the need to signalize the intersection was no longer there. In fact, traffic impact fees collected specifically for future signalization of that intersection were returned to the contributing developers.

The need to signalize the Classen Boulevard intersections with Renaissance Drive and with South Lake Boulevard remains and becomes more important as development to the south and east of these two intersections intensifies. In 2008, traffic impact fees were received from the developer of Southlake Addition, Section 11, Block 1, Lots 1-4 in the amount of \$50,000. A CD in that amount was deposited into the Capital Fund within a liability account (Deposit – Site Improvement-CDs, Account No. 50-22415).

DISCUSSION:

Since the CD was deposited into the Capital Fund, the balance has accrued interest. The current balance on that CD has grown to \$70,418.24. The balance on that CD should be liquidated, revenue recorded (Fees-Traffic Impact, Account No. 505-364595) for the traffic impact fee and funds appropriated into the appropriate Capital Construction Account (Classen Blvd Signals Construction, Project TR0057, Account No. 50590076-46101).

RECOMMENDATION NO. 1:

Staff recommends the liquidation of the existing CD currently recorded in the Capital Fund.

RECOMMENDATION NO. 2:

Staff recommends recording the proceeds as traffic impact fee revenue (Account 505-364595) and appropriation to Classen Blvd Signals, Construction (Project TR0057, Account No. 50590076-46101) in the amount of \$70,418.24.

RECOMMENDATION NO. 3:

Staff recommends approval of R-2526-98.



Location Map: Classen Boulevard Future Traffic Signals



Resolution

R-2526-98

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$70,418.24 FROM THE CAPITAL FUND TO FINANCE A PORTION OF THE CLASSEN BOULEVARD SIGNALS CONSTRUCTION PROJECT.

- § 1. WHEREAS, Norman has been collecting traffic impact fees for several years to accommodate future developments needing upgrades at intersections, particularly Ann Branden Boulevard, Renaissance Drive, and South Lake Boulevard; and
- § 2. WHEREAS, improvements by the Oklahoma Department of Transportation at these intersections eliminated the need for signalization, resulting in the return of previously collected traffic impact fees; and
- § 3. WHEREAS, signalization is still needed at the Classen Boulevard intersections with Renaissance Drive and South Lake Boulevard as development continued, and in 2008 a \$50,000 traffic impact fee was collected from the Southlake Addition developer and deposited into the Capital Fund as a Certificate of Deposit (CD); and
- § 4. WHEREAS, the CD has accrued interest to a current balance of \$70,418.24 which should be liquidated, recorded as Traffic Impact Fee Revenue, and appropriated to the Classen Boulevard Signals Construction Capital Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 5. THAT \$70,418.24 be appropriated from the Capital Fund (Account 505-364595) to the Classen Boulevard Signals, Construction (Project TR0057, Account No. 50590076-46101).

<u>Losing Account</u>	<u>Gaining Account</u>	<u>Amount</u>
Capital Fund – Traffic Impact Fee Revenue– Account 505-364595	Classen Boulevard Signals Construction (Project TR0057, Account No. 50590076-46101)	\$70,418.24

PASSED AND APPROVED this 10th day of February, 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk



File Attachments for Item:

20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-43: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, APPROPRIATING \$151,563.00 FROM OPIOID SETTLEMENT FUNDS CASH ACCOUNT TO OPIOID SETTLEMENT FUNDS EXPENDITURE ACCOUNTS TO FUND COUNCIL APPROVED PROJECTS WITH THE DISTRIBUTORS SETTLEMENT AGREEMENT FUNDS PROVIDED FROM THE STATE THROUGH CONTRACT K-2425-44.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/2026

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: Shannon Stevenson, Assistant City Manager

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-43: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, APPROPRIATING \$151,563.00 FROM OPIOID SETTLEMENT FUNDS CASH ACCOUNT TO OPIOID SETTLEMENT FUNDS EXPENDITURE ACCOUNTS TO FUND COUNCIL APPROVED PROJECTS WITH THE DISTRIBUTORS SETTLEMENT AGREEMENT FUNDS PROVIDED FROM THE STATE THROUGH CONTRACT K-2425-44.

BACKGROUND:

The State of Oklahoma entered into a settlement agreement on June 24, 2022 with McKesson Corporation, Cardinal Health, Inc., and Cencora, Inc. (f/k/a AmerisourceBergen Corporation) to resolve opioid-related claims against such opioid distributors. Although the City of Norman did not participate in the litigation, the City elected to participate in the Distributor Settlement Agreement as a Non-Litigating Political Subdivision (NLPS) on August 18, 2022. Such participation required the City to agree to be bound by the terms of the Distributor Settlement and release the three distributors mentioned above from any claims the City had or may have against them related to the State's opioid litigation.

The three distributors have paid, and will continue to make annual payments to the State over an eighteen (18) year period, for Opioid Remediation purposes, as defined in the Distributor Settlement Agreement. Governor Stitt signed HB2924 on June 14, 2024, appropriating the funds paid by the three distributors for distribution to the NLPS. The City is expected to receive a total of \$4,477,390.16 in funding from the Distributor Settlement over the eighteen (18) year payout schedule created under the Distributor Settlement Agreement. To date, the City has received \$1,164,638.07 of such funding.

On August 27, 2024, Council accepted the \$1,164,638.07 in settlement funding and approved contract K-2425-44 with the State of Oklahoma, which detailed the requirements for such funding.

On April 15, 2025, Council approved the first use of this settlement funding to partially fund the “A Better Way – Opportunity Knocks” program in connection with contract K-2425-109 (in an amount of \$333,633.00).

DISCUSSION:

On December 2, 2025, City Staff delivered a presentation outlining potential programs for which the unallocated settlement funding (\$831,005.07), as well as the future anticipated funding (\$3,312,752.09 by 2038) could be used to support. Council provided direction and approval to support two, one-time funding programs as well as the establishment of two new City staff positions and associated intern, to be housed under the City manager’s office.

The two one-time funding projects are:

- 1) In an amount of \$20,000.00 to fund the acquisition of more NARCAN, a medication that reverses and/or reduces the effects of an opioid overdose, for the Norman Police Department to increase their supply and thereby increase accessibility for the community.
- 2) In an amount of \$50,000.00 to support the drug treatment program at the Cleveland County Detention Center for City of Norman residents only.

The new staff positions will receive initial funding in the amount of \$81,563.00 to operate until the end of the current fiscal year and then be allocated funding through the budget process for future fiscal years. These positions consist of a:

- 1) Community Services Manager, who will manage resources and coordination of services, act as unsheltered incident command, coordinate departmental response, and oversee permanent supportive housing, grant management, and Circle of Care coordination; and
- 2) Community Outreach Social Worker, who will provide and coordinate wrap-around Community Court/Continuum of Care services for individuals with opioid and/or substance abuse and co-occurring homelessness/mental health disorders; and
- 3) Social Work Intern to be selected and managed by the Community Services Manager in coordination with the OU school of Social Work, as has been done previously with the Norman Police Department.

RECOMMENDATION:

1. Staff recommends an appropriation of \$151,563.00 from Opioid Settlement Funds Cash Account (Account 22-11015) with \$71,563.00 going to Opioid Settlement Funds Salaries (Account 22122053-42001), \$10,000.00 to Opioid Settlement Funds Overtime (Account 22122053-42110), \$20,000.00 to Opioid Settlement Funds Other Supplies – Medical (Account 22122053-43117), and \$50,000.00 to Opioid Settlement Funds Professional Services-Other Professional (Account 22122053-44099) to fund the one-time projects and the new staff positions as described above.

Resolution

R-2526-43

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$151,563.00 FROM OPIOID SETTLEMENT FUNDS CASH ACCOUNT TO OPIOID SETTLEMENT FUNDS EXPENDITURE ACCOUNTS TO FUND COUNCIL APPROVED PROJECTS WITH THE DISTRIBUTERS SETTLEMENT AGREEMENT FUNDS PROVIDED FROM THE STATE THROUGH CONTRACT K-2425-44.

- § 1. WHEREAS, on August 27, 2024, Contract K-2425-44 was approved between the City of Norman and the State of Oklahoma, providing funding from the Distributors Settlement Agreement; and
- § 2. WHEREAS, on December 2, 2025, the Council of the City of Norman selected projects to fund with the unallocated Distributors Settlement Agreement funds provided through such contract K-2425-44; and
- § 3. WHEREAS, a total amount of \$151,563.00 is needed to fund and support the selected projects through the end of the current fiscal year (June 30, 2026).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 4. That the following transfers and appropriation be made for the reasons stated above:

<u>Losing Account</u>	<u>Gaining Account</u>	<u>Amount</u>
Opioid Settlement Funds Cash Account 22-11015	Opioid Settlement Funds Salaries Account 22122053-42001	\$71,563.00
Opioid Settlement Funds Cash Account 22-11015	Opioid Settlement Funds Overtime Account 22122053-42110	\$10,000.00
Opioid Settlement Funds Cash Account 22-11015	Opioid Settlement Funds Other Supplies – Medical Account 22122053-43117	\$20,000.00
Opioid Settlement Funds Cash Account 22-11015	Opioid Settlement Funds Professional Services-Other Professional Account 22122053-44099	\$50,000.000

PASSED AND APPROVED this 10th day of February, 2026.

Mayor, Stephen T. Holman

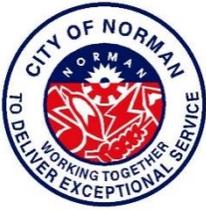
ATTEST:

City Clerk



File Attachments for Item:

21. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE; WARD 7) ***POSTPONED INDEFINITELY DUE TO THE APPLICANT WITHDRAWING THE APPLICATION***



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/26

REQUESTER: Cradle Investments, LLC

PRESENTER: Jane Hudson, Planning & Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE; WARD 7) **POSTPONED INDEFINITELY DUE TO THE APPLICANT WITHDRAWING THE APPLICATION**

APPLICANT/REPRESENTATIVE	Cradle Investments, LLC / Peacock Design
LOCATION	1107 & 1111 S. Chautauqua Ave
WARD	7
CORE AREA	Yes
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATION	Urban Medium
CHARACTER AREA	None
PROPOSED ZONING	SPUD, Simple Planned Unit Development
PROPOSED LAND USE	No Change
REQUESTED ACTION	R-1, Single-Family Dwelling District, to a SPUD, Simple Planned Unit Development

SUMMARY:

The applicant, Cradle Investments, LLC, is requesting a SPUD, Simple Planned Unit Development, to facilitate the redevelopment of the property with a three-story micro-unit apartment building with 24 dwelling units. The micro-units will be less than 500 square feet and offer housing in urban locations near services, reducing the need for personal vehicles and providing a compact living space for a single-resident, prioritizing location over space. The site will have its own parking area with 21 parking spots and trees lining the entire eastern boundary of the property.

EXISTING CONDITIONS:

SIZE OF SITE: 0.32 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-1	R-1	R-3	R-3	R-1
Land Use	Urban Medium	Urban Medium	Urban Medium	Urban Medium	Urban Low
Current Use	Residential (Single-Family)	Residential (Single-Family)	Vacant	Residential (Multi-Family)	Residential (Single-Family)

EXISTING ZONING DESIGNATIONS

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

LAND USE DESIGNATIONS

Urban Medium

Fairly compact, walkable pattern of moderate urban development with variety in housing types. Allowances for commercial and recreational activities designed for community-wide access. Moderate to low building spacing and separation of uses, with pockets of mixed-use development.

Medium-intensity strives for more residential than non-residential uses at compatible densities and scales, with opportunities for more intense master planned developments. Gross densities in any single development should be greater than 8 units per acre.

CHARACTER AREA DESIGNATION

Non-Character Area

No Character Area was assigned to this area under the AIM Norman Comprehensive Plan.

SUMMARY OF APPLICATION:

The applicant, Cradle Investments, LLC, is requesting a Simple Planned Unit Development, (SPUD), to allow for the possible development of a three-story micro-unit apartment building. This micro-unit apartment building will consist of 24 dwelling units. Additionally, a parking lot with 21 parking spaces will be provided to accommodate the proposed density.

USE:

The project site consists of two lots, 1107 and 1111 Chautauqua Avenue. The applicant is requesting to combine these two lots and rezone them from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development. The applicant has requested this rezoning to develop the property with a three-story micro-unit apartment building. A complete list of allowable uses can be found within the attached SPUD Narrative as Exhibit B.

HEIGHT:

The SPUD Narrative states there will be a height maximum of three stories.

AREA REGULATIONS:

The proposed development will maintain a 5' setback from the north property line, a 31' setback from the south property line, a 70' setback from the east property line, and an 11' setback from the west property line as depicted on the Site Development Plan.

IMPERVIOUS COVERAGE:

The impervious area for the property shall not exceed 85%. Additionally, the Applicant will utilize low impact development techniques (LIDs) and best management practices (BMPs) in the development of the Property. The locations and types of LIDs and BMPs are subject to modification during final site development.

TRAFFIC ACCESS, CIRCULATION, PARKING AND SIDEWALKS:

There is one access point shown on the Site Development Plan on Chautauqua Avenue. The proposed parking area will provide 21 total parking spaces. Internal walkways will connect the parking area to building entrances. ADA compliant sidewalks will be installed along the street frontage of the development site as required. Additionally bicycle racks will be installed to further encourage multi-modal transportation options for residents.

LANDSCAPING:

Landscaping areas will be developed as shown on the Site Development Plan, however, some improvements may encroach within the landscape buffers. These improvements include, but are not limited to, the patio deck area, sidewalks, architectural benches, and paved walkways. The manner in which these improvements may encroach is shown on the Site Development Plan.

Three trees are proposed along the southern boundary of the property. The Applicant proposes shrubs around the perimeter of the building. The area along the east Property line is minimal and planned for groundcover. The narrow strip of green space adjacent to the proposed parking lot will contain low-profile landscaping.

OPEN SPACE:

The development site will preserve approximately 2,100 square feet or 15% of the total site as open space.

SCREENING:

The property will feature a new six-foot solid opaque fence along the north and south boundaries of the property along the parking areas. The south fence may tier down to three (3') at the west end of the parallel parking spaces. There will be no fencing required adjacent to the new multi-family structure forward of the parking lot on the north property line. The east boundary abuts a vacant lot where a new multi-family development is planned. There will be no fencing required along the east property line.

SIGNAGE:

All signage for the development will be constructed in accordance with the City of Norman sign regulations, as amended from time to time, under Section 28-507, Medium Density Residential Sign Standards.

LIGHTING:

The Property will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time. Additionally, the Property will utilize low-level and/or shielded directional LED lighting in the parking lot areas, to the extent reasonably feasible, to maintain an appropriate level of lighting for safe pedestrian and vehicular use.

SANITATION/UTILITIES:

Polycarts will be located as depicted on the Site Development Plan or in locations approved by City sanitation services. No more than six polycarts will be issued to this site. No recycling polycarts will be issued to this site.

EXTERIOR MATERIALS:

Exterior materials of the building to be constructed on the Property may be brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof.

NEAREST PUBLIC PARK:

There are two parks located approximately one mile from the proposed development site. Lion's Park is located approximately 0.7 miles north of the development site. Walnut Ridge Park is located approximately 1.1 miles south of the development site. Each of these parks can be accessed using existing sidewalks.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with adverse comments.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

COMMENTS BY DEPARTMENT/AGENCY:

Items italicized and in blue in these sections represent City Staff analysis.

A.1. FIRE DEPARTMENT

Fire codes will be addressed at the building permit stage.

A.2. BUILDING REVIEW

*Building codes and all applicable trades will be addressed at the building permit stage.
Building has no issues with this proposal.*

A.3. PUBLIC WORKS/ENGINEERING

If zoning is approved by City Council a Short Form Plat will be utilized to combine the two lots into one.

A.4. TRANSPORTATION ENGINEER

Report from the Transportation Engineer not required for this development.

A.5. PLANNING**ZONING CODE CONSIDERATIONS****a) Purpose – SPUD, Simple Planned Unit Development**

- i) It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of the Comprehensive Plan, including the Land Use Plan. In addition, the SPUD provides for the following:
- (1) Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
 - (2) Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
 - (3) Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record, including the Comprehensive Plan.
 - (4) Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

The applicant requests a SPUD, Simple Planned Unit Development, to gain flexibility in use, design, and development standards, which are not possible under the current zoning. The proposal promotes innovative use of the land and a use that is compatible

with the surrounding areas. For these reasons the proposal is **consistent** with the purpose of a SPUD.

b) Uses Permitted

- i) The property will be developed as a micro-unit apartment building, with associated parking. A complete list of the allowable uses can be found within the attached SPUD Narrative as Exhibit B.

*This SPUD, Simple Planned Unit Development, proposes a micro-unit apartment building with 24 dwelling units. The proposal is **inconsistent** with surrounding properties as this project is more dense than the abutting existing single-family and two-family residential uses.*

c) Area Regulations

- i) North Setback: The project will maintain a 5' setback from the North property line as shown on the Site Development Plan.
- ii) South Setback: The project will maintain a 31' setback from the South property line as depicted on the Site Development Plan.
- iii) East Setback: The project will maintain a 70' setback from the East property line as shown on the Site Development Plan.
- iv) West Setback: The project will maintain an 11' setback from the West property line as depicted on the Site Development Plan.

*The area regulations for this development require the proposed building to meet the setbacks specified on the Site Development Plan found within the SPUD Narrative as Exhibit A. The required front yard setback in the R-1, Single-Family Dwelling District and the R-3, Multifamily Dwelling District is a minimum of 25'. The applicant proposes the residential structure have an 11-foot front yard setback. Additionally, the applicant is proposing the three-story residential structure have a side yard setback of 5' on the north side. In the zoning districts surrounding the development site, structures three stories in height must be setback from the side yard a minimum of 10'. For these reasons, the development is **inconsistent** with the building setbacks found in the surrounding zoning districts of R-1 and R-3.*

d) Height Regulations

- i) The proposed building for this development will be three-stories in height.

*The proposed three-story height is **consistent** with surrounding properties to the north and west across Chautauqua. The surrounding properties range in height from one- and two-story.*

COMPREHENSIVE PLAN CONSIDERATIONS

a) Character Area Policies

i) General Policies

- (1) Residential Policies

- (a) New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- (b) Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- (c) New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed project is **consistent** with the Residential Policies to accommodate a variety of housing sizes/densities. This project also includes a diversity in the built environment.*

b) Character Area Policies

No Character Area was assigned to this property under the AIM Norman Comprehensive Plan.

c) Land Use Development Policies

i) Description and Context – Urban Medium (UM)

- (1) Fairly compact, walkable pattern of moderate urban development with variety in housing types. Allowances for commercial and recreational activities designed for community-wide access. Moderate to low building spacing and separation of uses, with pockets of mixed-use development.
 - (a) Medium-intensity strives for more residential than non-residential uses at compatible densities and scales, with opportunities for more intense master planned developments.
 - (b) Gross densities in any single development should be greater than 8 units per acre.

*The proposed development will include residential uses. Internal walkways connecting to the sidewalk along Chautauqua Avenue will be provided. The gross density of the site will exceed 8 units per acre because the proposed building will feature 24 dwelling units, resulting in a density of 75 units per acre. For these reasons, the development is **consistent** with the Urban Medium Land Use policy.*

ii) Building Types – Urban Medium

- (1) Mostly small-scale; 2- and 3-story buildings are common. Developments may go up to 4 stories when located along an arterial street.
- (2) A variety of housing types including small-lot single-unit detached, duplex, townhomes, triplex, quadplex, and appropriately scaled multi-unit buildings create cohesive neighborhoods.
 - (a) Higher intensity multi-unit residential housing would be allowed when parcels are located along and with direct access to an arterial street.

- (3) Architectural and design choices (i.e. front porches, visibility of the front door on the primary structure, avoidance of garage door more prominent than front doors) reinforce the built environment and enhance the area's character and history.
- (4) Public and private spaces (i.e. by the prevalence of porches, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- (5) Mixed-use buildings that include retail, work space, and residences are common.

*The proposed three-story micro-unit apartment building is **consistent** with the Urban Medium Land Use policies because it will be multi-unit building offering a different type of housing that is not present in the area.*

iii) Site Design – Urban Medium (UM)

- (1) The scale and layout of the built environment are conducive to walking.
- (2) Parking is secondary to the movement of people and visibility of destinations.
- (3) Layout of the streets and arrangement of lots should be thoughtfully considered with regards to transitioning between neighboring properties and uses and takes precedence over individual lot design.
- (4) Street trees should form a continuous urban canopy over public areas and rights-of-way.

*The development proposes an access point on Chautauqua Avenue that leads to the parking area. Sidewalks along the front property line and walking paths that lead from the parking lot to the proposed building will be installed. The layout is conducive to walking. For these reasons, the development is **consistent** with the Urban Medium Land Use policies.*

iv) Transportation – Urban Medium (UM)

- (1) Existing: The type and arrangement of streets means that most trips require a private vehicle to use at least one arterial road. Some of these areas have connections, or potential connections, to the regional trail network. Most areas do not have easy access to varied public transit at this time.
- (2) Projected: A highly connected multi-modal network is required to support the current and future needs of these important areas. Improving access for active transportation will be a priority, including modernizing multi-modal infrastructure.

*The development site is located approximately 0.15 miles from three existing bus stops. The development site is also located near West Lindsey Street, which provides bike lanes going east and west. Sidewalks running north and south are present. The applicant is proposing the installation of bike racks to further support multi-modal transportation for residents. For these reasons, the project is **consistent** with the Urban Medium Land Use policy.*

v) Utility Access – Urban Medium (UM)

- (1) A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed

development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

vi) Public Space – Urban Medium (UM)

- (1) This UM Land Use supports a variety of public spaces including parks of various sizes, regional trails, and walking paths.

*The proposed development has reserved 15% of the total lot to be preserved as open space. The proposed development is **consistent** with the Urban Medium Land Use policy.*

vii) Neighborhood and/or Special Area Plans

*This location is **not** within a Neighborhood or Special Planning Area.*

A.6. UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services. Consistent with the recycling policy in the Center City Form Based Code area and for multi-family developments, this development will not receive City recycling services.

WATER/WASTEWATER AVAILABILITY

a) Water Availability

Adequate capacity within the water system exists to serve the proposed development.

b) Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

IMPACTS: The SPUD Narrative proposes a three-story micro-unit apartment building consisting of 24 dwelling units and parking lot featuring 21 parking spaces to accommodate the proposed building. The development site is surrounded by single-family and two-family residential uses. The proposed micro-unit apartment building will bring in a larger volume of traffic than the current use of the property, however the project is intended to promote alternative forms of transportation.

The proposed development is consistent with the AIM Norman Comprehensive Land Use Plan because it proposes height regulations similar to those found in the surrounding zoning

districts, connections to City Utilities, encouragement of multi-modal transportation methods, and a residential structure with a gross density greater than 8 units per acre. However, the development is inconsistent in that it proposes setbacks that are not typically found in the surrounding zoning districts.

CONCLUSION: Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to a SPUD, Simple Planned Unit Development District, and Ordinance O-2526-14, for consideration by City Council.

PLANNING COMMISSION RESULTS: At their meeting of October 9, 2025, the Planning Commission postponed Ordinance O-2526-14 by a vote of 7-0 to the November 13, 2025 Planning Commission Meeting to allow the applicant time to meet with the surrounding neighbors.

PLANNING COMMISSION RESULTS: At their meeting of November 13, 2025, the Planning Commission recommended approval of Ordinance O-2526-14 by a vote of 6-1.

FEBRUARY 10, 2026 - POSTPONED INDEFINITELY DUE TO THE APPLICANT WITHDRAWING THE APPLICATION

O-2526-14

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE)

§ 1. WHEREAS, Cradle Investments, LLC, the owners of the hereinafter described properties, have made application to have the subject properties removed from the R-1, Single-Family Dwelling District and placed in a SPUD, Simple Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on November 13, 2025 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described properties from the R-1, Single-Family Dwelling District and place the same in a SPUD, Simple Planned Unit Development, to wit:

TRACT 1

Part of the Northeast Quarter (NE/4) of Section Six (6), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, described as follows: Beginning at a point 532.03 feet South and 25 feet East of the Northwest Corner of said Quarter Section; thence East 138.75 feet; thence North 50 feet; thence West 138.75 feet; thence South 50 feet to the place of beginning.

TRACT 2

Part of the Northeast Quarter (NE/4) of Section Six (6), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, described as follows: Beginning at a point 2476.25 feet West and 532.03 feet South of the Northeast Comer of said Northeast Quarter (NE/4) and running thence West 138.75 feet, thence South 50 feet, thence East 138.75 feet, thence North 50 feet to the place of beginning.

§ 5. Further, pursuant to the provisions of Section 36-510 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the SPUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2025.

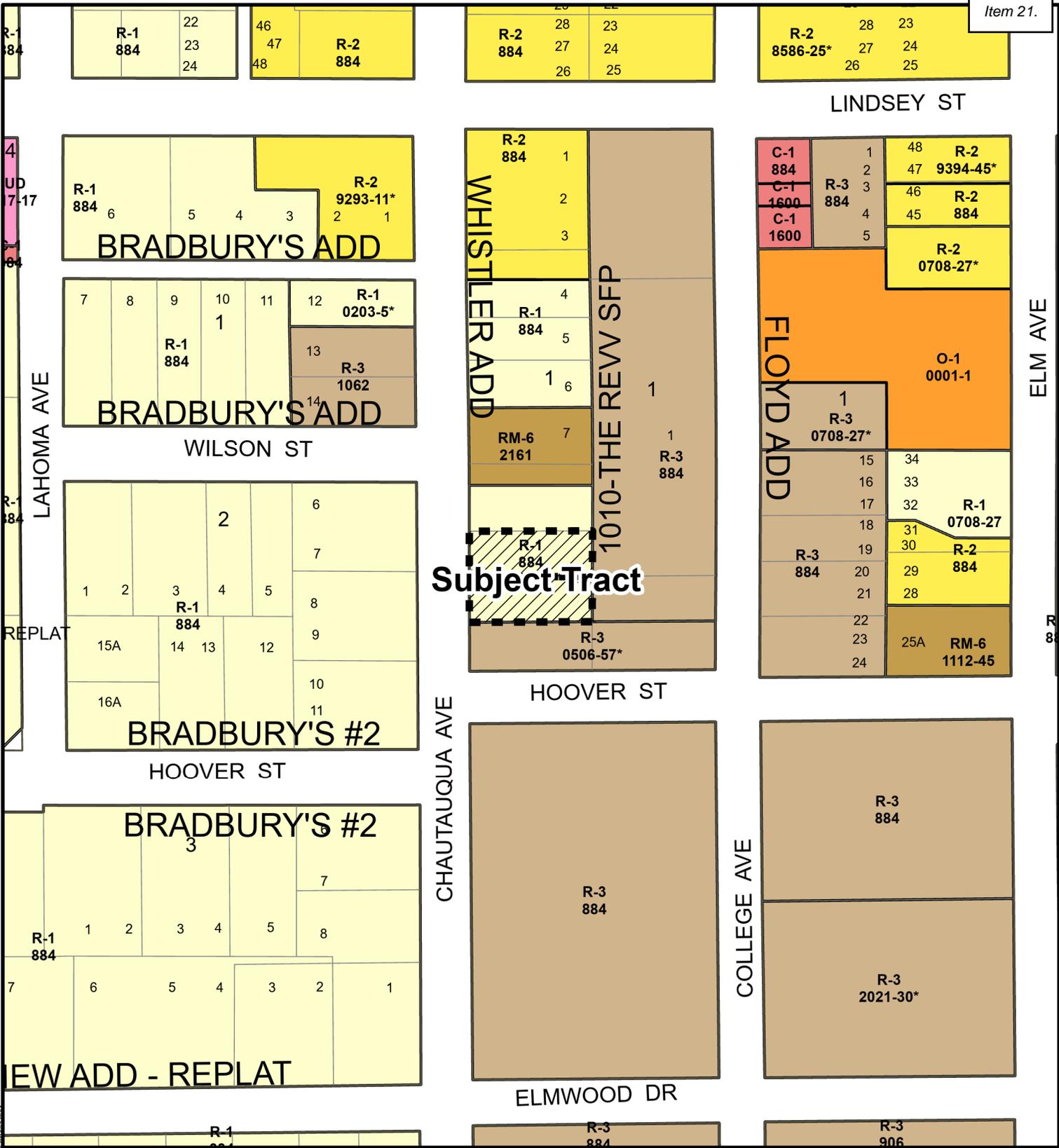
NOT ADOPTED this _____ day of _____, 2025.

(Mayor)

(Mayor)

ATTEST:

(City Clerk)



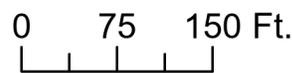
Location Map



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



Subject Tract

**1107 AND 1111 S. CHAUTAUQUA AVE.
NORMAN OK**

SIMPLE PLANNED UNIT DEVELOPMENT

APPLICANT:

CRADLE INVESTMENTS, L.L.C.

APPLICATION FOR:

SIMPLE PLANNED UNIT DEVELOPMENT

Submitted September 2, 2025

Revised October 3, 2025

PREPARED BY:

Peacock Design, LLC
121 S Santa Fe Suite 113
Norman, OK 73069

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I. INTRODUCTION

This Simple Planned Unit Development (the “SPUD”) is being submitted for the property located at the 1107 and 1111 Chautauqua Avenue, Norman, OK (the “Property”). The Property consists of two unplatted lots that will be combined into one single lot through a Short Form Plat, to be submitted after the zoning request is reviewed by City Council. Currently, the Property is zoned R-1, Single-Family Dwelling District. The parcels to the south and east of the Property are zoned R-3, Multifamily Dwelling District. The parcel to the north is zoned RM-6, Medium-Density Apartment District. The parcels across Chautauqua Avenue are zoned R-1, Single-Family Dwelling District. All parcels on the block are designated as Urban Medium in the AIM Norman Land Use Plan. This Property sits directly north of the OU Campus area recognized as Greek Row, consisting of most of the fraternities and sororities. The Applicant seeks to develop a microunit residential structure on the Property to redevelop the area and appropriately utilize an essential housing opportunity in Norman, in recognition of the Property’s proximity to Campus, while ensuring compatibility with nearby residential areas.

Micro-units are typically less than 500 square feet and offer housing in urban locations near services, reducing the need for personal vehicles and providing a compact living space for a single-resident prioritizing location over space.

II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS

A. Location

The Property is located at 1107 and 1111 Chautauqua Avenue, Norman, Oklahoma.

B. Existing Land Use and Zoning

The Property is currently zoned R-1, Single-Family Dwelling District. The Property is currently designated on AIM Norman 2045 as Urban Medium. Through the adoption of the new Comprehensive Plan, AIM Norman, the intent for this area is to continue to increase the overall density. As noted above, the majority of other lots on this block are already zoned for increased density, such as the existing R-2, Two-Family Dwelling District, R-3, Multifamily Dwelling District and RM-6, Medium-Density Dwelling District.

C. Elevation and Topography; Drainage

The Property gently slopes southwest. No portion of the Property is in the FEMA 100-year flood plain or the WQPZ. The Applicant will utilize low impact development techniques (“LIDs”) and best management practices (“BMPs”) in the development of the Property to control stormwater runoff.

D. Utility Services

The necessary utility services for this project are already located on or near the

Property as this is an already developed location.

E. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such. If required, fire hydrants will be installed on or near the Property in compliance with the applicable provisions of Norman's fire and building codes.

F. Traffic Circulation and Access

There are currently two access points on Chautauqua Avenue for the Property. These will be combined into a single access point on Chautauqua Avenue, as shown on the site development plan EXHIBIT A.

G. Fencing

The Property currently has 6' stockade fences on the south and east property lines and a 4' chain link fence on the north property line. There is a 4' chain link fence separating the two parcels, which will be eliminated with planned development.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in conformance with the Site Development Plan, attached hereto as **EXHIBIT A**, subject to final design development and the changes allowed by Section 36-510 of the City of Norman's Municipal Code, as may be amended from time to time. The exhibits attached hereto are incorporated herein by reference.

A. Uses Permitted

A multi-family residential apartment building containing microunits is planned for this site. A list of the allowable uses for the Property is attached hereto as EXHIBIT B.

The apartment building planned on the Property shall contain no more than 24 dwelling units arranged in a three-story building configuration. The building shall include associated parking and landscaping, as shown on the Site Development Plan.

As planned, the development will consist of "microunits", these units will be what many compared to a "single-room occupancy" or "efficiency apartment" for individual residents.

B. Area Regulations

North Setback: The project will maintain a 5' setback from the North property line as shown on the Site Development Plan.

South Setback: The project will maintain a 31' setback from the South property line as depicted on the Site Development Plan.

East Setback: The project will maintain a 70' setback from the East property line as shown on the Site Development Plan.

West Setback: The project will maintain an 11' setback from the West property line as depicted on the Site Development Plan. The stoop/entry shall be allowed to encroach into the 11' setback along the west side of the lot.

C. Open Space / Impervious Coverage

The impervious area for the Property should not exceed 85%. Additionally, the Applicant will utilize low impact development techniques ("LIDs") and best management practices ("BMPs") in the development of the Property. The locations and types of LIDs and BMPs are subject to modification during final site development. The open space for the Property shall be as shown on the Site Development Plan, at a quantity of approximately 2,100 SF or 15% of the total site.

D. Traffic access/circulation/sidewalks

Primary vehicular access to the Property will be provided from Chautauqua Avenue on the west side of the Property. The development provides twenty-one (21) total parking spaces arranged in three distinct parking areas: seven (7) spaces along the east side of the building, ten (10) spaces along the east property line, and four (4) spaces along the south property line. Pedestrian circulation will be provided through internal walkways connecting parking areas to building entrances. New sidewalks will be installed along street frontages as required. All sidewalks to be ADA compliant.

E. Landscaping/Tree Preservation

The landscaping areas depicted on the Site Development Plan will be developed as shown.

The Applicant proposes three (3) trees along the southern boundary of the Property, as shown on the Site Development Plan. The Applicant proposes shrubs around the perimeter of the building, as shown on the Site Development Plan. The area along the east Property line is minimal, approximately 2 ½ feet up to 3 feet running north and south. This area contains a sanitary sewer line and has an overhead electric line. The parking spaces adjacent to this strip of land will overhang into this narrow strip. Planting of groundcover for this area will be established.

F. Signage

If the Property is developed as a microunit residential building pursuant to this SPUD, the Property may feature signage that complies with the City of Norman's

sign code for medium density residential uses, as may be amended from time to time.

G. Lighting

The Applicant shall meet the City of Norman's Commercial Outdoor Lighting Standards, as amended from time to time. The Property will endeavor to utilize low level and/or shielded directional LED lighting in the parking areas, to the extent reasonably feasible to maintain appropriate level of lighting for safe pedestrian and vehicular use.

H. Fencing

The Property will feature a new six (6') foot solid opaque fence along the north and south boundaries of the Property, located only along the parking areas. The south fence may tier down to three (3') at the west end of the parallel parking spaces. There will be no fencing required adjacent to the new multi-family structure forward of the parking lot on the north property line. The east boundary abuts a new development planned for additional multi-family. There will be no fencing required along the east property line.

I. Height

Height shall be three (3) stories for the microunit building structure, as depicted in the building elevations submitted with this SPUD.

J. Parking

The applicant designed the site with twenty-one (21) parking spaces to serve the 24 micro-units, citing the property's proximity to the University of Oklahoma campus, the existing sidewalks and the planned installation of additional bicycle racks to access campus. These measures are intended to encourage and support multi-modal transportation options for residents. There are two (2) bike racks required for this Property; the Applicant is providing five (5).

K. Sanitation

Polycart services will be allowed for this site. There shall be six (6) polycarts issued to this site.

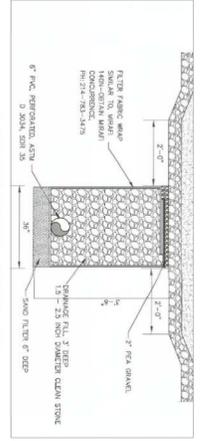
L. Exterior Materials

Exterior materials of the building to be constructed on the Property will be brick as shown on the Elevations submitted with this Project. Accents for the building may be glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof.

EXHIBIT B

Allowable Uses

- Multi-family residential microunit building with associated parking



B INFILTRATION TRENCH
SCALE: NTS

- NOTES:
1. LAYOUT ANY NEW CONCRETE TO EXISTING PAVING. PROVIDE SMOOTH FINISH OR SMOOTH TRANSITION FROM NEW CONCRETE TO EXISTING PAVING.
 2. PROTECT EXISTING SIDEWALK DURING CONSTRUCTION. ANY SIDEWALK REMOVED FOR CONSTRUCTION SHALL BE REPLACED WITH SIDEWALK OF THE SAME PATTERN, MATERIAL, AND COLOR. ANY SIDEWALK REMOVED FOR REPAIR OR RECONSTRUCTION SHALL REQUIRE A PERMIT FROM THE CITY OF NORMAN.
 3. THE CONTRACTOR SHALL INVESTIGATE EXISTING UTILITIES TO DETERMINE POSITIVE AND NEGATIVE OR ABANDONED UTILITIES. REMOVE OR ABANDON IN PLACE IF NECESSARY. CONTRACTOR SHALL CONTACT ELECTRIC PROVIDER AND MAKE THAT CONFLICT WITH NEW BUILDING AND CONSTRUCTION.

SUMMARY OF QUANTITIES (LANDSCAPE)

ITEM #	SYMBOL	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	UNIT	SPACING
1	T	TREES		4	MIN.	3"	LUMP SUM SHOWN
2	G	PERENNIAL	GERANIUM 'BONAPARTE'				
3	GR	GROUND		100	1 GAL	SF	12"
4	GR	GROUND	MANJUS CORNFLOWER	100	1 GAL	SF	12"
5	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
6	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
7	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
8	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
9	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
10	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
11	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
12	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
13	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
14	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
15	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
16	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
17	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
18	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
19	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
20	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
21	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
22	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
23	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
24	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
25	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
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27	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
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29	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
30	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
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32	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
33	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
34	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
35	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
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46	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
47	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
48	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
49	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"
50	GR	GROUND	GERANIUM 'BONAPARTE'	100	1 GAL	SF	12"

CALL ONE TO LOCATE UTILITIES
48 HOURS PRIOR TO DOING
(405) 842-6302 OR
(405) 842-6303 OR
(800) 522-8545



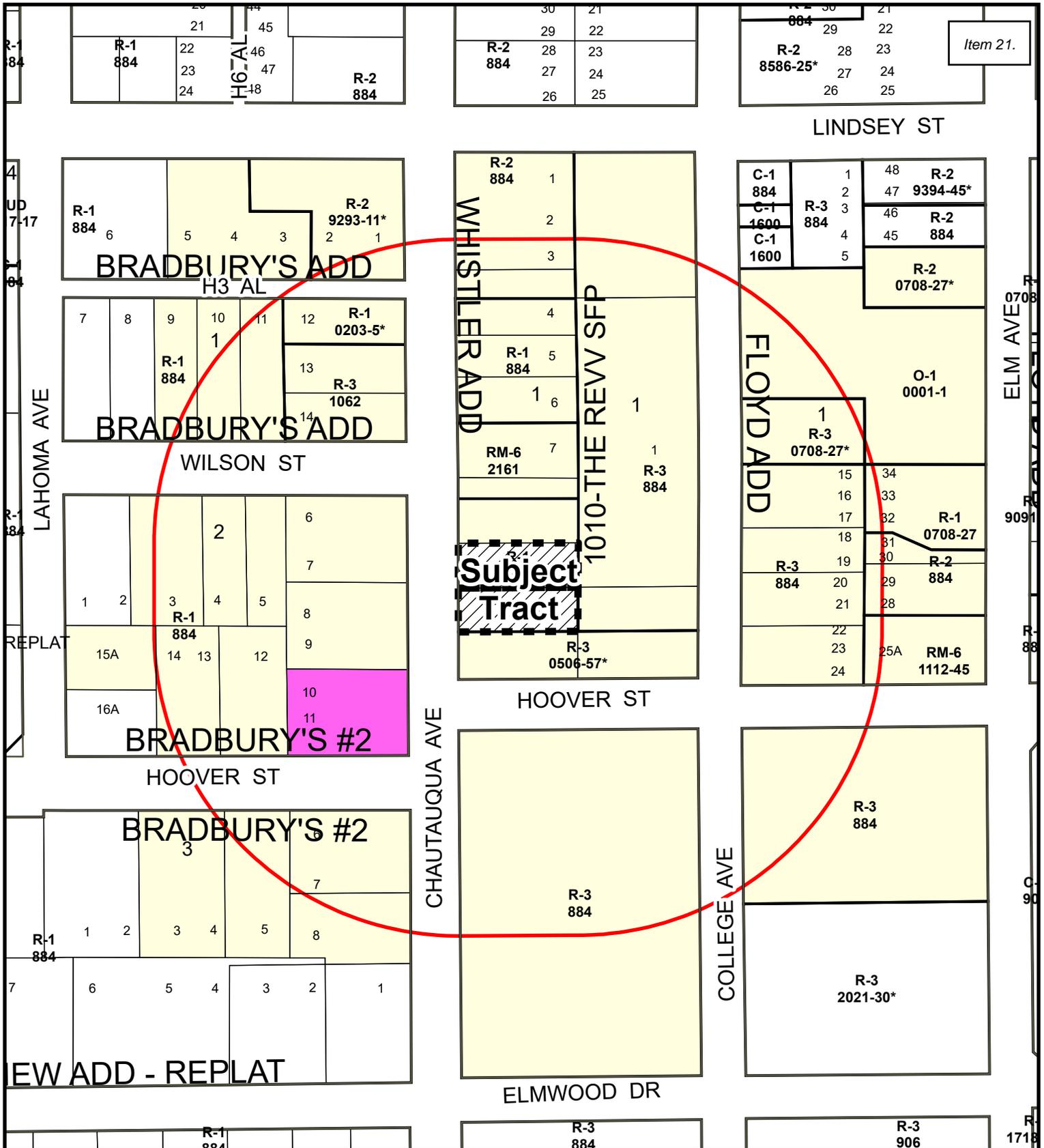
A SITE PLAN
SCALE: 1/8" = 1'-0"

MEMBER
NORMAN
PLANNING
COMMISSION

NEW PROJECT PLANS FOR:
1111 CHAUTAUQUA AVE
NORMAN, OK 73069

JOB # : 0429 - 001
DATE : 10 . 2 . 2025
SCALE : AS SHOWN
SHEET NAME : AS SHOWN
SHEET # : C11
REVISION # : X

121 S SANTA FE AVE SUITE 113,
NORMAN, OK 73069
(405) 842-6302
WWW.PEACOCKDESIGN.COM
CERTIFICATE OF AUTHORIZATION
#8609 EXP. JUNE 30, 2027
#03172 EXP. JUNE 30, 2027

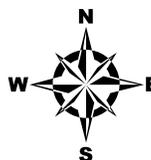


Protest Map

3.4% Protest Within Notification Area



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.



0 75 150 Feet

October 9, 2025

-  Subject Tract
-  Notification Area
-  Protest
-  Protest Outside Notification Area

Karyn Brazil
k.brazil2@yahoo.com
10/29/2025

FILED IN THE OFFICE
OF THE CITY CLERK
ON 11/7/25-*kw*

City of Norman Planning Department
201 W Gray St. Building A
Norman, Ok 73069

Subject: Opposition of Proposed Zoning Change from R1 to SPUD at 1107 and 1111 Chautauqua Ave

Dear Members of the Planning and Community Development Dept. and Planning Commission

I am writing to formally express my concerns and opposition to the proposed change in zoning classification from R1 to SPUD for the properties located at **1107 and 1111 Chautauqua Ave.** I believe that this proposed change, particularly as it relates to the **size of the building, the setbacks, coverage allowances, limited parking spaces, only 6 poly carts (no dumpster) and no recycling access presents** significant problems that need to be addressed.

The proposal to allow a 3 story, 24 unit building with only a **5 ft setback** from the adjacent property and an 85% impervious surface coverage is inconsistent with the surrounding R-1 (431.5, 431.7(1)(c) neighborhood and presents serious concerns related to scale, compatibility, environmental impact (flooding) and traffic concerns. Chautauqua Ave is already a very busy street that is difficult and dangerous to exit my driveway already. The plans call for **6 poly carts for 24 units and 21 parking spaces for 24 units** which is ridiculous in itself. Who will be responsible for taking the trash in and out to the street and where are they going to put overflow trash and recycling? You would make anyone else have a **dumpster onsite**. The plat map shows my adjacent property to the north as R1 but the map that was submitted with plans from Peacock has been left blank as to deceive the public and planning commission.

1. Safety and Aesthetic Concerns Due to Setback Reduction

The proposed reduction of the setback to 5 feet on the North side for a 3-story building creates a significant privacy issue and aesthetic concern. A three story structure within such close proximity to neighboring homes would be out of scale with existing homes and would negatively affect privacy, light access, and the established visual character of Chautauqua Avenue. The properties you have already allowed to do this look so stupid when you drive by, you think what idiot approved this. Then you find out who is behind construction or ownership of these new buildings and then you know how something that stupid was approved or "overlooked". The proposed plans do not follow the R1 zoning ordinance that requires an additional 5 ft set back when a 3rd story is added which then totals 15 ft setback total. Article XII Sec. 431.3 (O-0708-36)

This is a busy street with considerable traffic, and the reduced setback would severely limit sightlines for drivers, particularly when attempting to exit my driveway. This would increase the risk of accidents, especially given the street's traffic volume. Maintaining a

proper setback would allow for safer visibility and easier ingress/egress, which is essential for all residents in the area.

2. Excessive Concrete Coverage

The proposal to allow 85% concrete coverage on the site is another point of concern. Under current R1 zoning regulations, concrete coverage is limited to 65%, which is more in line with maintaining the aesthetic character and environmental balance of the neighborhood. Allowing such a high level of concrete coverage would not only impact the visual appeal of the area but also exacerbate stormwater runoff and further contribute to drainage issues and compromises the ability of the land to absorb rainwater. This is particularly concerning given the historical flooding problems in the area, which are already a significant challenge during heavy rain events. Increasing impervious surfaces will worsen drainage and flooding risks for surrounding properties, including mine.

3. Setting a Dangerous Precedent for Future Zoning Requests!!

Finally, I am concerned that approving this zoning change would set a dangerous precedent for future developments in the area. If the Planning Department allows a reduction in setback requirements and an increase in impervious coverage for this project, it could encourage similar requests from many other developers, leading to a proliferation of developments that disregard the established zoning regulations meant to preserve the character and safety of the neighborhood. Zoning laws exist to protect the interests of all residents, and altering them without adequate consideration of long-term impacts can create problems for the entire community.

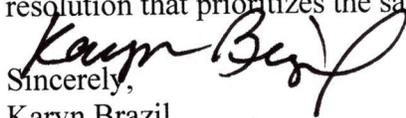
In conclusion, I respectfully request that the Planning Department reject the proposed zoning change and seek an alternative development plan that better serves the safety, aesthetics and environmental needs of the community

We all know who is behind this project and they have already met with the Mayor and City Council so I'm sure this is already approved behind closed doors just not official. No body has reached out to me to discuss this project as the adjacent property owner to the Norh where you want to put this monstrosity right on top of my property.

I suggest the planning dept, council members and any others involved in this decision should drive around and look how ridiculous and unsafe it is to allow any kind of decreased set back from a street or side walk (the 11 ft setback for this project) You cannot see around the building safely to back out of your driveway. You have allowed these large buildings to be built on top of a home or duplex and it just looks ridiculous. Examples of these dangerous eye sores you have already approved are 201 E Boyd, 211 E Boyd, and 704 Monnett.

Thank you for your time and consideration. I look forward to hearing from you and hope for a resolution that prioritizes the safety and well-being of all residents in the neighborhood.

Sincerely,
Karyn Brazil



I. INTRODUCTION

This Simple Planned Unit Development (the "SPUD") is being submitted for the property located at the 1107 and 1111 S Chautauqua Road, Norman OK (the "Property"). The Property consists of two platted lots that will be combined into one single parcel through this SPUD request. Currently, the Property is zoned R-1, Single-Family Dwelling District. However, the parcels on both sides of the Property are zoned R-3 and RM-6. The parcel located directly behind the Property is also zoned R-3. All parcels on the block are AIM Norman 2045 planned Medium Density Residential. The Applicant seeks to develop a a microunit residential structure on the Property that will improve the area and appropriately utilize an essential housing opportunity in Norman, while ensuring compatibility with nearby residential areas.

II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS

A. Location

The Property is located at 1107 and 1111 S Chautauqua Ave, Norman, Oklahoma.

B. Existing Land Use and Zoning

The Property is currently zoned R-1, Single-Family Dwelling District. The Property is currently designated on AIM Norman 2045 as Medium Density Residential. As noted above, the majority of other lots on this block are already zoned for Medium Density Residential, such as existing R-2, R-3, and RM-6.

C. Elevation and Topography; Drainage

The Property gently slopes southwest. No portion of the Property is in the FEMA 100-year flood plain or the WQPZ. The Applicant will utilize low impact development techniques ("LIDs") and best management practices ("BMPs") in the development of the Property to control stormwater runoff.

D. Utility Services

The necessary utility services for this project are already located on or near the Property as this is an already developed location.

E. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such. If required, fire hydrants will be installed on or near the Property in compliance with the applicable provisions of Norman's fire and building codes.

F. Traffic Circulation and Access

THIS IS A LIE, PROPERTY ADJACENT TO THE NORTH IS R-1 and left OFF the MAP!

There are currently two access points on S Chautauqua Road for the Property. These will be combined into one new access point on S Chautauqua Road as shown on the site development plan EXHIBIT A.

G. Fencing

The Property currently has 6' stockade boundary fencing on the south and east property lines, and currently has 4' chain link fence separating the two parcels and on the north property line.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in conformance with the Site Development Plan, attached hereto as EXHIBIT A, subject to final design development and the changes allowed by Section 36-510 of the City of Norman's Municipal Code, as may be amended from time to time. The exhibits attached hereto are incorporated herein by reference.

A. Uses Permitted

This SPUD will retain the Property's existing allowable uses, with the addition of multi-family residential apartment building and associated uses depicted on the Site Development Plan. An exhaustive list of the allowable uses for the Property is attached hereto as EXHIBIT B.

The apartment building that is planned to be constructed on the Property shall contain approximately 24 dwelling units arranged in a three-story building configuration. The building shall include associated parking, landscaping, and ancillary uses as shown on the Site Development Plan.

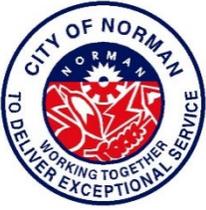
B. **Area Regulations** *A 5FT Setback for a 3 story building is NOT AN APPROPRIATE SET BACK. 15FT IS REQUIRED for 3 stories*
North Setback: The apartment building shall maintain appropriate setbacks from the North property line as shown on the Site Development Plan, with **landscape buffer areas and parking facilities** positioned to provide adequate separation from adjacent residential uses.

South Setback: The building shall maintain a minimum setback from the South property line as depicted on the Site Development Plan, with **parking and vehicular circulation areas** located between the building and the property line.

East Setback: The building shall maintain appropriate setbacks from the East property line (S Chautauqua Avenue) as shown on the Site Development Plan, with **landscaping and parking areas** providing adequate buffering.

West Setback: The building shall maintain setbacks from the West property line as depicted on the Site Development Plan.

THE Site Plans WILL Bring this Building way to close to the sidewalk + STREET hindering visibility.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 11/13/2025

REQUESTER: Cradle Investments, LLC

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE; WARD 7)

APPLICANT/REPRESENTATIVE	Cradle Investments, LLC / Peacock Design
LOCATION	1107 & 1111 S. Chautauqua Ave
WARD	7
CORE AREA	Yes
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATION	Urban Medium
CHARACTER AREA	None
PROPOSED ZONING	SPUD, Simple Planned Unit Development
PROPOSED LAND USE	No Change
REQUESTED ACTION	R-1, Single-Family Dwelling District, to a SPUD, Simple Planned Unit Development

SUMMARY:

The applicant, Cradle Investments, LLC, is requesting a SPUD, Simple Planned Unit Development, to facilitate the redevelopment of the property with a three-story micro-unit apartment building with 24 dwelling units. The micro-units will be less than 500 square feet and offer housing in urban locations near services, reducing the need for personal vehicles and providing a compact living space for a single-resident, prioritizing location over space. The site will have its own parking area with 21 parking spots and trees lining the entire eastern boundary of the property.

EXISTING CONDITIONS:

SIZE OF SITE: 0.32 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-1	R-1	R-3	R-3	R-1
Land Use	Urban Medium	Urban Medium	Urban Medium	Urban Medium	Urban Low
Current Use	Residential (Single-Family)	Residential (Single-Family)	Vacant	Residential (Multi-Family)	Residential (Single-Family)

EXISTING ZONING DESIGNATIONS

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

LAND USE DESIGNATIONS

Urban Medium

Fairly compact, walkable pattern of moderate urban development with variety in housing types. Allowances for commercial and recreational activities designed for community-wide access. Moderate to low building spacing and separation of uses, with pockets of mixed-use development.

Medium-intensity strives for more residential than non-residential uses at compatible densities and scales, with opportunities for more intense master planned developments. Gross densities in any single development should be greater than 8 units per acre.

CHARACTER AREA DESIGNATION

Non-Character Area

No Character Area was assigned to this area under the AIM Norman Comprehensive Plan.

SUMMARY OF APPLICATION:

The applicant, Cradle Investments, LLC, is requesting a Simple Planned Unit Development, (SPUD), to allow for the possible development of a three-story micro-unit apartment building. This micro-unit apartment building will consist of 24 dwelling units. Additionally, a parking lot with 21 parking spaces will be provided to accommodate the proposed density.

USE:

The project site consists of two lots, 1107 and 1111 Chautauqua Avenue. The applicant is requesting to combine these two lots and rezone them from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development. The applicant has requested this rezoning to develop the property with a three-story micro-unit apartment building. A complete list of allowable uses can be found within the attached SPUD Narrative as Exhibit B.

HEIGHT:

The SPUD Narrative states there will be a height maximum of three stories.

AREA REGULATIONS:

The proposed development will maintain a 5' setback from the north property line, a 31' setback from the south property line, a 70' setback from the east property line, and an 11' setback from the west property line as depicted on the Site Development Plan.

IMPERVIOUS COVERAGE:

The impervious area for the property shall not exceed 85%. Additionally, the Applicant will utilize low impact development techniques (LIDs) and best management practices (BMPs) in the development of the Property. The locations and types of LIDs and BMPs are subject to modification during final site development.

TRAFFIC ACCESS, CIRCULATION, PARKING AND SIDEWALKS:

There is one access point shown on the Site Development Plan on Chautauqua Avenue. The proposed parking area will provide 21 total parking spaces. Internal walkways will connect the parking area to building entrances. ADA compliant sidewalks will be installed along the street frontage of the development site as required. Additionally bicycle racks will be installed to further encourage multi-modal transportation options for residents.

LANDSCAPING:

Landscaping areas will be developed as shown on the Site Development Plan, however, some improvements may encroach within the landscape buffers. These improvements include, but are not limited to, the patio deck area, sidewalks, architectural benches, and paved walkways. The manner in which these improvements may encroach is shown on the Site Development Plan.

Three trees are proposed along the southern boundary of the property. The Applicant proposes shrubs around the perimeter of the building. The area along the east Property line is minimal and planned for groundcover. The narrow strip of green space adjacent to the proposed parking lot will contain low-profile landscaping.

OPEN SPACE:

The development site will preserve approximately 2,100 square feet or 15% of the total site as open space.

SCREENING:

The property will feature a new six-foot solid opaque fence along the north and south boundaries of the property along the parking areas. The south fence may tier down to three (3') at the west end of the parallel parking spaces. There will be no fencing required adjacent to the new multi-family structure forward of the parking lot on the north property line. The east boundary abuts a vacant lot where a new multi-family development is planned. There will be no fencing required along the east property line.

SIGNAGE:

All signage for the development will be constructed in accordance with the City of Norman sign regulations, as amended from time to time, under Section 28-507, Medium Density Residential Sign Standards.

LIGHTING:

The Property will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time. Additionally, the Property will utilize low-level and/or shielded directional LED lighting in the parking lot areas, to the extent reasonably feasible, to maintain an appropriate level of lighting for safe pedestrian and vehicular use.

SANITATION/UTILITIES:

Polycarts will be located as depicted on the Site Development Plan or in locations approved by City sanitation services. No more than six polycarts will be issued to this site. No recycling polycarts will be issued to this site.

EXTERIOR MATERIALS:

Exterior materials of the building to be constructed on the Property may be brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof.

NEAREST PUBLIC PARK:

There are two parks located approximately one mile from the proposed development site. Lion's Park is located approximately 0.7 miles north of the development site. Walnut Ridge Park is located approximately 1.1 miles south of the development site. Each of these parks can be accessed using existing sidewalks.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with adverse comments.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

COMMENTS BY DEPARTMENT/AGENCY:

Items italicized and in blue in these sections represent City Staff analysis.

A.1. FIRE DEPARTMENT

Fire codes will be addressed at the building permit stage.

A.2. BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage. Building has no issues with this proposal.

A.3. PUBLIC WORKS/ENGINEERING

If zoning is approved by City Council a Short Form Plat will be utilized to combine the two lots into one.

A.4. TRANSPORTATION ENGINEER

Report from the Transportation Engineer not required for this development.

A.5. PLANNING**ZONING CODE CONSIDERATIONS****a) Purpose – SPUD, Simple Planned Unit Development**

- i) It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of the Comprehensive Plan, including the Land Use Plan. In addition, the SPUD provides for the following:
- (1) Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
 - (2) Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
 - (3) Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record, including the Comprehensive Plan.
 - (4) Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*The applicant requests a SPUD, Simple Planned Unit Development, to gain flexibility in use, design, and development standards, which are not possible under the current zoning. The proposal promotes innovative use of the land and a use that is compatible with the surrounding areas. For these reasons the proposal is **consistent** with the purpose of a SPUD.*

b) Uses Permitted

- i) The property will be developed as a micro-unit apartment building, with associated parking. A complete list of the allowable uses can be found within the attached SPUD Narrative as Exhibit B.

*This SPUD, Simple Planned Unit Development, proposes a micro-unit apartment building with 24 dwelling units. The proposal is **inconsistent** with surrounding properties as this project is more dense than the abutting existing single-family and two-family residential uses.*

c) Area Regulations

- i) North Setback: The project will maintain a 5' setback from the North property line as shown on the Site Development Plan.
- ii) South Setback: The project will maintain a 31' setback from the South property line as depicted on the Site Development Plan.
- iii) East Setback: The project will maintain a 70' setback from the East property line as shown on the Site Development Plan.
- iv) West Setback: The project will maintain an 11' setback from the West property line as depicted on the Site Development Plan.

*The area regulations for this development require the proposed building to meet the setbacks specified on the Site Development Plan found within the SPUD Narrative as Exhibit A. The required front yard setback in the R-1, Single-Family Dwelling District and the R-3, Multifamily Dwelling District is a minimum of 25'. The applicant proposes the residential structure have an 11-foot front yard setback. Additionally, the applicant is proposing the three-story residential structure have a side yard setback of 5' on the north side. In the zoning districts surrounding the development site, structures three stories in height must be setback from the side yard a minimum of 10'. For these reasons, the development is **inconsistent** with the building setbacks found in the surrounding zoning districts of R-1 and R-3.*

d) Height Regulations

- i) The proposed building for this development will be three-stories in height.

*The proposed three-story height is **consistent** with surrounding properties to the north and west across Chautauqua. The surrounding properties range in height from one- and two-story.*

COMPREHENSIVE PLAN CONSIDERATIONS

a) Character Area Policies

i) General Policies

- (1) Residential Policies

- (a) New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- (b) Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- (c) New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed project is **consistent** with the Residential Policies to accommodate a variety of housing sizes/densities. This project also includes a diversity in the built environment.*

b) Character Area Policies

No Character Area was assigned to this property under the AIM Norman Comprehensive Plan.

c) Land Use Development Policies

i) Description and Context – Urban Medium (UM)

- (1) Fairly compact, walkable pattern of moderate urban development with variety in housing types. Allowances for commercial and recreational activities designed for community-wide access. Moderate to low building spacing and separation of uses, with pockets of mixed-use development.
 - (a) Medium-intensity strives for more residential than non-residential uses at compatible densities and scales, with opportunities for more intense master planned developments.
 - (b) Gross densities in any single development should be greater than 8 units per acre.

*The proposed development will include residential uses. Internal walkways connecting to the sidewalk along Chautauqua Avenue will be provided. The gross density of the site will exceed 8 units per acre because the proposed building will feature 24 dwelling units, resulting in a density of 75 units per acre. For these reasons, the development is **consistent** with the Urban Medium Land Use policy.*

ii) Building Types – Urban Medium

- (1) Mostly small-scale; 2- and 3-story buildings are common. Developments may go up to 4 stories when located along an arterial street.
- (2) A variety of housing types including small-lot single-unit detached, duplex, townhomes, triplex, quadplex, and appropriately scaled multi-unit buildings create cohesive neighborhoods.
 - (a) Higher intensity multi-unit residential housing would be allowed when parcels are located along and with direct access to an arterial street.

- (3) Architectural and design choices (i.e. front porches, visibility of the front door on the primary structure, avoidance of garage door more prominent than front doors) reinforce the built environment and enhance the area's character and history.
- (4) Public and private spaces (i.e. by the prevalence of porches, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- (5) Mixed-use buildings that include retail, work space, and residences are common.

*The proposed three-story micro-unit apartment building is **consistent** with the Urban Medium Land Use policies because it will be multi-unit building offering a different type of housing that is not present in the area.*

iii) Site Design – Urban Medium (UM)

- (1) The scale and layout of the built environment are conducive to walking.
- (2) Parking is secondary to the movement of people and visibility of destinations.
- (3) Layout of the streets and arrangement of lots should be thoughtfully considered with regards to transitioning between neighboring properties and uses and takes precedence over individual lot design.
- (4) Street trees should form a continuous urban canopy over public areas and rights-of-way.

*The development proposes an access point on Chautauqua Avenue that leads to the parking area. Sidewalks along the front property line and walking paths that lead from the parking lot to the proposed building will be installed. The layout is conducive to walking. For these reasons, the development is **consistent** with the Urban Medium Land Use policies.*

iv) Transportation – Urban Medium (UM)

- (1) Existing: The type and arrangement of streets means that most trips require a private vehicle to use at least one arterial road. Some of these areas have connections, or potential connections, to the regional trail network. Most areas do not have easy access to varied public transit at this time.
- (2) Projected: A highly connected multi-modal network is required to support the current and future needs of these important areas. Improving access for active transportation will be a priority, including modernizing multi-modal infrastructure.

*The development site is located approximately 0.15 miles from three existing bus stops. The development site is also located near West Lindsey Street, which provides bike lanes going east and west. Sidewalks running north and south are present. The applicant is proposing the installation of bike racks to further support multi-modal transportation for residents. For these reasons, the project is **consistent** with the Urban Medium Land Use policy.*

v) Utility Access – Urban Medium (UM)

- (1) A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed

development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

vi) Public Space – Urban Medium (UM)

- (1) This UM Land Use supports a variety of public spaces including parks of various sizes, regional trails, and walking paths.

*The proposed development has reserved 15% of the total lot to be preserved as open space. The proposed development is **consistent** with the Urban Medium Land Use policy.*

vii) Neighborhood and/or Special Area Plans

*This location is **not** within a Neighborhood or Special Planning Area.*

A.6. UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services. Consistent with the recycling policy in the Center City Form Based Code area and for multi-family developments, this development will not receive City recycling services.

WATER/WASTEWATER AVAILABILITY

a) Water Availability

Adequate capacity within the water system exists to serve the proposed development.

b) Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

IMPACTS: The SPUD Narrative proposes a three-story micro-unit apartment building consisting of 24 dwelling units and parking lot featuring 21 parking spaces to accommodate the proposed building. The development site is surrounded by single-family and two-family residential uses. The proposed micro-unit apartment building will bring in a larger volume of traffic than the current use of the property, however the project is intended to promote alternative forms of transportation.

The proposed development is consistent with the AIM Norman Comprehensive Land Use Plan because it proposes height regulations similar to those found in the surrounding zoning

districts, connections to City Utilities, encouragement of multi-modal transportation methods, and a residential structure with a gross density greater than 8 units per acre. However, the development is inconsistent in that it proposes setbacks that are not typically found in the surrounding zoning districts.

CONCLUSION: Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to a SPUD, Simple Planned Unit Development District, and Ordinance O-2526-14, to the Planning Commission for consideration and recommendation to City Council.

OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A SORORITY HOUSE IN THE R-3, MULTIFAMILY DWELLING DISTRICT FOR THE NE/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1401 COLLEGE AVENUE)

The applicant requests postponement to the November 13, 2025, Planning Commission meeting.

Motion by Commissioner Jablonski to postpone Ordinance O-2526-13 to the November 13, 2025, Planning Commission Meeting; **Second** by Commissioner Kindel.

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

1107 & 1111 Chautauqua Avenue Rezoning

10. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. SPUD Narrative
4. Site Development Plan

Staff Presentation

Justin Fish, Planner I, presented the staff report.

Applicant Presentation

Matt Peacock, representative of the applicant, provided an overview and summarized the project: 24 units total, with eight units per floor. Each 330 square-foot micro-unit has one bedroom and targets young professionals. He noted 21 on-site parking spaces are provided, with ongoing talks for off-site leased parking to cover the remainder.

Commissioner McDaniel asked for the definition of Urban Medium. Mr. Peacock responded it refers to unit per acre. Commissioner Bird added the number is eight or more. Mr. McDaniel sought confirmation the project aligns with this, and Mr. Peacock confirmed it does.

Commissioner McDaniel asked about the setbacks and Mr. Peacock described the setbacks.

Commissioner Griffith raised concerns about having 24 units but only 21 parking spaces. Peacock explained they are negotiating with nearby properties for long-term off-site leased parking and exploring several options.

Commissioner Jablonski asked about the absence of recycling. Mr. Peacock explained the City does not permit recycling for this project and allows polycarts instead of dumpsters. Ms. Hudson added that as a multi-family designation, individual recycling carts are not provided.

Commissioner Bird asked Mr. Peacock to show the site plan indicating the polycarts and inquired if adding a dumpster would reduce parking. Mr. Peacock confirmed it would eliminate eight parking places.

Commissioner Bird expressed interest in providing one parking spot per bedroom. Mr. Peacock explained this would require moving the building to the back and placing parking in front, eliminating the access drive. When Commissioner Bird asked about adding bike racks in front, Mr. Peacock noted doing so would mean removing a couple of trees.

Commissioner Bird said she would like to see additional bike racks or internal storage such as hanging space for bikes.

Public Comments

Michael Carter, 1124 Chautauqua Ave., spoke in opposition to the project and urged the Commission to deny the item until neighbors are consulted. He expressed frustration that, unlike the previous item, this proposal did not include a Pre-Development meeting with community input.

Commissioner Bird explained the next steps for the item and noted there would be opportunities for public comments as the process continues.

Planning Commission Discussion

Commissioner Jablonski expressed concern about the proposed development's abundant amount of impervious surface.

Commissioner Kindel expressed concern about the high number of micro units for the limited space and shared her disappointment that no Pre-Development meeting was held to engage the neighbors.

Commissioner Bird expressed hope the developer will continue exploring and negotiating options, noting that parking remains a concern. She also emphasized that surrounding properties rely heavily on available parking.

Motion by Commissioner Jablonski to approve Ordinance O-2526-14. The motion dies for lack of a second motion.

Additional discussion took place amongst the Commissioners.

Commissioner Giffith asked why there was no Pre-Development meeting for this proposed development. Ms. Hudson responded that such a meeting is not a requirement.

Commissioner McClure expressed concerns about parking and the lack of communication with the surrounding neighbors.

Mr. Peacock stated he is committed to holding a meeting and working toward a balanced solution with neighbors and interested parties.

Commissioner Kindel said she wants the conversation between neighbors and the developer to happen before the Commission decides on the project.

Ms. Muckala clarified the Commissioners' questions regarding making a motion on the proposed project, noting a motion had been made but not seconded.

Mr. Peacock stated he aims to break ground in May 2026, to meet deadlines. He reiterated his commitment to meet with adjacent owners and interested parties to reach common ground and expressed hope for a yes vote, assuring he will address the concerns raised.

Ms. Hudson highlighted upcoming City Council meeting dates affected by the holiday and noted there should be enough time for the developers and neighbors to meet beforehand.

Mr. Peacock said he feels much more confident about the timeline based on the dates Ms. Hudson outlined.

Mr. Peacock requested postponement to the November 13, 2025, Planning Commission meeting.

Motion by Commissioner Jablonski to postpone Ordinance O-2526-14 to the November 13, 2025, Planning Commission Meeting; **Second** by Commissioner Griffith.

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

MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF

Commissioner Jablonski made three suggestions. First, that the City considers providing recycling poly carts for multi-family properties; second, he praised the inclusion of trees in parking areas and encouraged future developers to do the same to reduce heat. Third, he expressed the importance of an organized approach to managing green space amid increased infill development.

Commissioner Bird expressed appreciation for staff's efforts in updating the staff report format.

ADJOURNMENT

The meeting was adjourned at 6:46 p.m.

Passed and approved this 13 day of November 2025.



(GOLDEN LAND SURVEYING) FOR BLANDFORD BLUFF FOR 39.947 ACRES PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 96TH AVENUE N.E. AND ONE-QUARTER OF A MILE NORTH OF BETHEL ROAD. (WARD 5)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Blandford Bluff Certificate of Survey
3. Letter of Variance Request

Commissioner Bird noted there was an error in the title of COS-2526-4 that would be corrected in the motion.

Motion made by Commissioner Kindel with the title correction, Seconded by Commissioner Griffith.

Voting Yea: Commissioner McClure, Commissioner McKown, Commissioner Bird, Commissioner Parker, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of COS-2526-4 with the edit of 229.92' to 329.92' in the title.

NON-CONSENT ITEMS

1107 & 1111 Chautauqua Avenue Rezoning

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE; WARD 7)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. SPUD Narrative
4. Site Development Plan
5. Protest Map & Letters

Staff Presentation

Justin Fish, Planner I, presented staff report.

Commissioner McKown asked for clarification on the zoning to the north of the subject tract. Fish responded the property is zoned R-1, Single-Family Dwelling District.

Commissioner Brewer asked Mr. Fish to clarify what missing information prevented staff from including the other protest. Mr. Fish replied it was lack of verification of the signatures collected.

Applicant Presentation

Matt Peacock, representative of the applicant, presented the proposed development.

Commissioner Brewer sought to clarify the Zoning as R-1 but the Land Use as Urban Medium. Mr. Peacock confirmed the Zoning and Land Use. Also, noting nearby R-2 and R-3 parcels already contained more than 100 units. Further, he believes this project doesn't set a precedent but rather aligns with existing development.

Commissioner Brewer asked how many parking spaces were planned. Mr. Peacock responded they intend to provide 21 on-site parking spaces and are exploring off-site parking options with nearby churches and the University of Oklahoma. Although the search has been challenging, he believes they have a few promising leads.

Commissioner Kindle asked additional questions about off-site parking but noted the earlier discussion had addressed her concerns.

Public Comments

Maggie Coffman, 725 Hoover St., Norman, OK (protest)

Commissioner Kindel requested clarification on the "units per acre" definitions for Urban High and Urban Medium in the newly adopted AIM Norman Comprehensive Land Use Plan. Jane Hudson, Planning & Community Development Director, explained Urban High is defined as more than 12 units per acre.

Commissioner Brewer restated Commissioner Kindel's question about whether the project fits the Urban Medium designation. Commissioner Kindel explained her concern is the high number of units, which seems more consistent with Urban High, leading her to question whether the project truly reflects Medium-Density development.

Ms. Hudson explained AIM Norman defines Urban Medium as having gross densities greater than eight units per acre, with no upper density cap. She added higher density was expected in this area because it aligns with the plans intended goal.

Mr. Peacock stated they could reduce the project from 24 units to eight three-bedroom units. However, because the current design uses smaller bedrooms and smaller units, the overall impact is comparable to an eight-unit, three-bedroom project. For that reason, he believes the current proposal is not significantly different nor unreasonable.

Lora Hoggatt, Planning Services Manager, clarified Urban Medium zoning allows two-to-three story buildings, while Urban High zoning allows three to five story buildings.

David Harper, 444 Chautauqua Ave., Norman, OK (protest against the 3 unrelated)
Council Member Robert Bruce, 5209 Lyon Dr., Norman, OK (protest)

Commissioner Bird closed public comment and returned to Commission discussion.

Commissioner Brewer stated the project clearly complied with AIM Norman and voiced his support. He noted that neighbors had the opportunity to review and comment on land-use definitions before the plan was adopted. Commissioner Brewer added micro-units provide quieter, compatible housing that helps address the City’s housing shortage. As a nearby resident, he acknowledged increased density near campus was inevitable and voiced support for retaining on-street parking for safety.

Commissioner Kindel said she appreciated many aspects of the project, especially the stand-alone micro-units but noted the overall unit count made the project function more like High Density rather than Urban Medium. She believed the first project in that area should be more moderately scaled to create a smoother transition between the zoning districts. While she saw strong potential, she believed this proposal exceeded the appropriate scale for Medium Density. Additionally, Commissioner Kindel added she wanted to avoid a rapid “land rush” creating conflict and prefers development that blends gradually rather than introducing abrupt changes.

Commissioner Brewer noted reducing unit counts could make projects financially unviable, leading to fewer amenities and larger bedrooms, which might disrupt neighborhoods. He emphasized a central challenge for the City is finding ways to incorporate higher unit densities while keeping projects feasible.

Motion made by Commissioner Griffith, Seconded by Commissioner McClure.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Commissioner Bird, Commissioner Parker, Commissioner Griffith

Voting Nay: Commissioner Kindel

Planning Commission recommended approval of Ordinance O-2526-14.

Massage Therapy Establishments Ordinance Amendment

4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-16: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTION 20-109 TO ADD MASSAGE THERAPY ESTABLISHMENT TO THE FEE SCHEDULE FOR LICENSES; AMENDING SECTION 20-202 TO CLARIFY DEFINITION OF “ADULT ENTERTAINMENT BUSINESS”; ADDING DEFINITIONS AND LICENSURE REQUIREMENTS FOR “MASSAGE THERAPY ESTABLISHMENTS” TO CHAPTER 20; AND DELETING THE DEFINITION OF “MASSAGE PARLOR” AND SEXUAL ENCOUNTER CENTER” FROM SECTION



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November 10, 2025

Norman Planning Commission
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 11/10/25-rw

ADDENDUM TO PROTEST
OF REQUEST FOR REZONING
OF 1107 and 1111 CHAUTAUQUA AVENUE
FILED OCTOBER 6, 2025

To Members of the Norman Planning Commission:

This is an Addendum to the undersigned property owners' Protest filed October 6, 2025, attached. Also attached are property owners' signatures and a protest from Karyn Brazil, property owner at 1101 Chautauqua.

At its meeting of October 9, 2025, the Planning Commission postponed Agenda Item #10, the request for rezoning of 1107 and 1111 Chautauqua Avenue from R-1 to SPUD, to its meeting of November 13, 2025. We continue to request that this application be denied for the reasons previously expressed in our Protest of October 6, 2025, in addition to the following:

1. Councilmember Peacock, as requested by the Planning Commission, met with the property owners' representatives on November 6, 2025. The meeting was cordial and respectful, but no substantive alteration in site or building plans was offered.
2. We continue to protest the increase in traffic at one of the busiest intersections in Norman, lack of adequate parking, inadequate waste disposal (6 polycarts for a minimum of 24 residents), the absence of any recycling options, the grant of 85% non-permeable coverage, and the lack of an adequate setback.
3. Of most concern is the requested change from R1 zoning. To our knowledge, no zoning change has been granted for the east side of Chautauqua between Lindsey and Hoover in over 30 years. We believe granting this zoning change will result in a domino effect for the other properties on this stretch of Chautauqua, and a flood of applications for rezoning on both sides of Chautauqua. The addition of more "mini-dorm" complexes to our neighborhood would be catastrophic.

OKLAHOMA CITY

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NORTH CAROLINA | OKLAHOMA | SOUTH CAROLINA | TENNESSEE

HALL BOOTH SMITH, P.C.

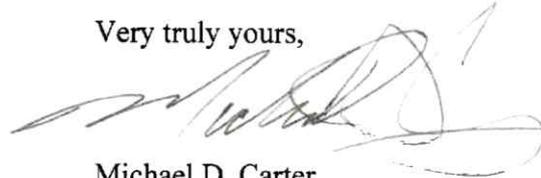
Norman Planning Commission
November 10, 2025
Page 2

This project is not aligned with City goals, and will add major congestion to an already clogged traffic situation. While properties immediately behind those on the east side of Chautauqua are largely zoned for density, the properties facing Chautauqua are largely not, and provide a buffer for the neighborhood. Councilmember Peacock has done an excellent job in attempting to squeeze a project of this size onto an inadequate site, but to no avail. It is clear that this project is too big for a parcel that is too small in the wrong location.

If such a project is to be undertaken, we suggest it be done through rezoning at a similar R1-zoned lot located only 500 yards from 1107 and 1111 Chautauqua. 707 Timberdell, an empty lot of the same size, is already owned by the developer and has all of the attributes of 1107 and 1111 Chautauqua. 707 Timberdell has the added attraction of being next door to the developers' home. Building here would allow the developer to enjoy the benefits he would like to bestow upon our neighborhood: living next to 24 students and autos crammed onto a 14,000 square foot lot.

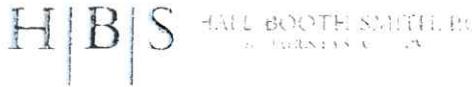
Although I will be out of town for work on November 13, 2025, and unable to attend the Planning Commission meeting, I implore the Planning Commission to deny this request for rezoning.

Very truly yours,



Michael D. Carter
1124 Chautauqua Avenue

cc: Mayor Stephen Holman
Ward 1 Councilmember David Gandesbery
Ward 2 Councilmember Matt Peacock
Ward 4 Councilmember Helen Grant
Ward 5 Councilmember Brandon Nofire
Ward 6 Councilmember Joshua A. Hinkle
Ward 7 Councilmember Kimberly Blodgett
Ward 8 Councilmember Scott Dixon



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October 6, 2025

Norman Planning Commission
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 10/6/25-XW

PROTEST OF REQUEST FOR
REZONING BY CRADLE INVESTMENTS LLC
FOR 1107 and 1111 CHAUTAUQUA AVENUE

To whom it may concern:

The property owners at 1124 Chautauqua Avenue, Michael D. Carter and Barbara O'Brien, protest in writing the Request for Rezoning by Cradle Investments, LLC, of 1107 and 1111 Chautauqua Avenue from R-1, Single Family Dwelling District to SPUD, Simple Planned Unit Development.

This Rezoning Request should be declined for a multitude of reasons, including but not limited to:

1. Increased traffic on Chautauqua Avenue between Hoover and Lindsey. This is already one of the most clogged and backed up intersections in Norman, and the addition of a 24-bedroom "mini-dorm/mini-frat" with accompanying autos and no other access point than Chautauqua will add substantially to the existing traffic burden.
2. Inadequate parking for a 24 bedroom, 3-story mini-dorm/mini-frat. It is naïve to believe that all 24 fraternity members/renters will not own an automobile. Parking for the additional cars as well as those of visitors and guests will be located in the tiny yard space planned, but more likely up and down Hoover and Wilson streets. Since Wilson Street and Lahoma are already choked with Press & Plow parkers, the most likely parking will be on Hoover.
3. This project is a tipping point for mini-dorm/mini-frat development in the Chautauqua/Hoover/Wilson neighborhood. If the Rezoning Request is granted, there is no rational basis to deny similar requests for 1005, 1009, and 1023 Chautauqua, the remaining R-1 lots on the east side of Chautauqua, adding three additional mini-dorm/mini-frats to this area.

OKLAHOMA CITY

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NORTH CAROLINA | OKLAHOMA | SOUTH CAROLINA | TENNESSEE

HALL BOOTH SMITH, P.C.

Norman Planning Commission
October 6, 2025
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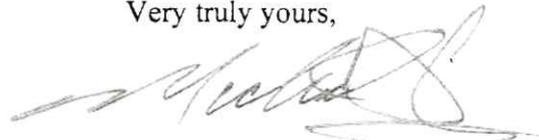
- 4. The increase in 24 fraternity students or other renters and their autos to our neighborhood, along with the inevitable building of three additional 24+ bedroom mini-dorm/mini-frats on R-1 property on the east side of Chautauqua, will intolerably increase traffic and noise in the area. R-1 renters are much more suitable for this neighborhood.

Norman's unfortunate history with mini-dorm/mini-frats can easily be seen east of campus and campus corner. R-1 zoning is our neighborhood's last line of defense in preventing a similar fate. Once a foothold is gained by mini-dorm/mini-frat developers, however, the result is inevitable as shown above. We respectfully request the Planning Commission consider the inalterable damage that granting this Rezoning Request would do to our neighborhood and property values, and deny Rezoning for 1107 and 1111 Chautauqua Avenue.

I am authorized to state that the following property owners join in this protest:

1108 Chautauqua	Kerry and Jeanette Capshaw
708 Hoover	Jeff and Kathy Nees
719 Hoover	Randy Elliott
720 Hoover	Sara Wallace and Dr. Pamela S. Wallace
725 Hoover	John and Maggie Coffman
729 Hoover	Jim and Dail Cobb
800 Hoover	Michael Roberts

Very truly yours,



Michael D. Carter

The undersigned property owners join in this protest:

Kerry & Jeannette Cislak
NAME

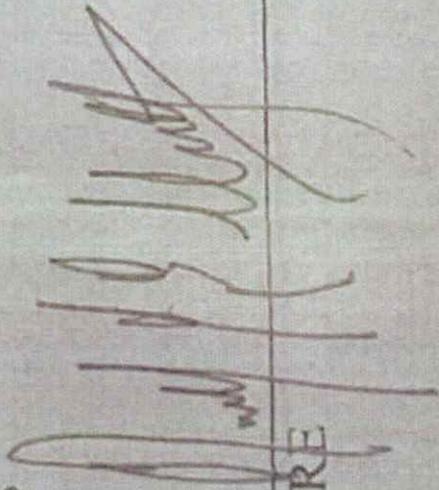
1108 Chesutauquoy, Norman, OK 73072
ADDRESS

[Signature]
SIGNATURE
Jeannette Cislak

The undersigned property owners join **in** this protest:

RANDY C. ELLIOTT (719 Hoover, LLC)
NAME

719 HOOVER, NORMAN OK.
ADDRESS


SIGNATURE

The undersigned property owners join in this protest:

John Coffman
NAME

725 Hoover ST
ADDRESS


SIGNATURE

The undersigned property owners join in this protest:

JAMES P. COBB — DAIL B. COBB
NAME

729 Hoover St. NORMAN, OK
ADDRESS 73072

James P. Cobb — Dail B. Cobb
SIGNATURE

The undersigned property owners join in this protest:

Kathy Nees

NAME

708 Hoover

ADDRESS

Kathy Nees

SIGNATURE

The undersigned property owners join in this protest:

Sara Wallace
NAME

720 Hoover St.
ADDRESS

SWallace
SIGNATURE

The undersigned property owners join in this protest:

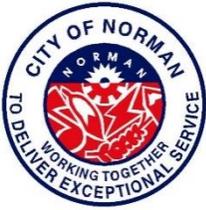
Jennifer Roberts
NAME

800 Hoover St.
ADDRESS Norman, OR 97072


SIGNATURE

File Attachments for Item:

22. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD; WARD 1)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/10/26

REQUESTER: Coleraine Capital Group, Inc.

PRESENTER: Jane Hudson, Planning & Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD; WARD 1)

APPLICANT/REPRESENTATIVE	Coleraine Capital Group, Inc./Rieger Sadler Joyce, LLC
LOCATION	1751 E. Imhoff Road
WARD	1
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District, and I-1, Light Industrial District
EXISTING LAND USE	Urban High
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PUD, Planned Unit Development
PROPOSED LAND USE	No change

REQUESTED ACTION

Rezoning from A-2, Rural Agricultural District, and I-1, Light Industrial District, to PUD, Planned Unit Development

SUMMARY:

The applicant, Coleraine Capital Group, Inc., requests approval of a PUD, Planned Unit Development, to allow for a multi-family apartment complex containing 456 units, for a density of 14 units per acre.

EXISTING CONDITIONS:

SIZE OF SITE: 32.50 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2 & I-1	A-2 & R-1	PUD, R-1, R-2, & RM-6	I-1	PUD
Land Use	Urban High	Urban Medium & Park	Urban Medium	Job Center	Urban Medium & Urban High
Current Use	Undeveloped	Residential & Park	Residential (Multi-Family and Single-Family)	Industrial	Residential (Multi-Family)

EXISTING ZONING DESIGNATIONS

I-1, Light Industrial District

The I-1, Light Industrial District, is intended for light manufacturing, processing, assembly, and office/warehouse uses that operate with minimal noise, odor, dust, or glare, and are confined within enclosed buildings. The district aims to support industrial operations which generate moderate traffic but do not produce the heavy traffic associated with more intensive or hazardous industrial uses. This district serves as a transitional zone between general commercial, multi-family residential areas, and heavier industrial zones, prioritizing activities that are non-disruptive to nearby properties.

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural and related purposes and will not undergo urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to people and property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- (1) Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River.

- (2) To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- (3) To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

LAND USE DESIGNATION

Urban High

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

CHARACTER AREA DESIGNATION

Suburban Neighborhood

Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and Traditional Neighborhood Design (TND).

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:

PD25-15 June 26, 2025

The applicant presented the PUD rezoning request for a proposed multi-family apartment development. During the meeting, neighboring residents raised several concerns, primarily related to wildlife preservation, trash management, and the potential impact on the local homeless population. Specifically, residents expressed concern about the effects of land clearing on migratory birds, deer, and owls that inhabit the wooded area. They inquired about strategies to minimize habitat disruption and preserve local wildlife. Additional concerns focused on litter, dumpster placement, and ongoing site maintenance. Neighbors voiced fears that the development could lead to increased trash in adjacent neighborhoods and create hidden areas that might attract homeless encampments within the remaining wooded sections. In response, the applicant proposed the following mitigation measures: Installation of enclosed dumpsters with regular maintenance to manage litter and reduce odors. Potential construction of a perimeter fence to deter unauthorized foot traffic and help prevent encampments in the area.

BOARD OF PARKS COMMISSIONERS:

September 4, 2025

The proposal for Fee-in-Lieu of Land was accepted by the Board of Parks Commissioners in a unanimous 6-0 vote.

SUMMARY OF APPLICATION:

Coleraine Capital Group, Inc. requests to rezone from A-2 and I-1 to a PUD for approximately 32.50 acres of land located at 1751 E. Imhoff Road. The request is to facilitate the development of a multi-family apartment complex. The application also includes a preliminary plat request. The proposed development will feature three- to five-story apartment buildings, along with accessory structures, resident amenities, and integrated open and green spaces throughout the site.

USE:

The proposed development will feature multi-family apartment buildings, accessory structures related to maintenance, and amenities such as leasing offices, pool areas, dog parks, sports courts, walking trails, and fitness stations. The complete list of the allowable uses for the property is attached as Exhibit C, Allowable Uses.

TRAFFIC ACCESS, CIRCULATION, PARKING AND SIDEWALKS:

Access to the proposed development will be provided via two driveways: (1) an entrance/exit located near the western property line and (2) an entrance/exit near the eastern property line. Driveway (1) and (2) take access from Imhoff Road, as illustrated on Exhibit B, Preliminary Site Development Plan. The parking area will comply with all applicable provisions of the City of Norman's parking ordinance and regulations. Additionally, the proposal would include a pedestrian access connection to Twisted Oak Drive. Internal sidewalks will be provided throughout the development, and a sidewalk will be installed along Imhoff Road as shown on Exhibit B.

LANDSCAPING:

Landscaping will be provided and maintained in accordance with the City of Norman's applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, which may be amended from time to time.

SIGNAGE:

Signs on the property will comply with the applicable Medium-Density Residential requirements in Chapter 28, Sign Regulations, which may be amended from time to time.

LIGHTING:

Exterior lighting will comply with the applicable regulations in Section 36-549, Commercial Outdoor Lighting Standards, which may be amended from time to time.

SANITATION/UTILITIES:

The project will comply with the City of Norman's applicable regulations for sanitation services. Dumpsters will be located as depicted on the Preliminary Site Development Plan. The development will connect to the City of Norman's water and wastewater systems.

FENCING/WALLS:

Fencing shall not be required on the property but may be installed around the perimeter of the property. Fencing placement and heights shall comply with the applicable regulations in Section 36-552, Fencing, Walls, and Screening, as amended from time to time.

EXTERIOR MATERIALS:

The PUD Narrative states the exterior of the buildings may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof. A masonry percentage requirement was not provided by the applicant. Because these are residential buildings, the 80% masonry requirement in the Zoning Ordinance Section 36-547, Exterior Appearance, does not apply.

HEIGHT:

In the PUD Narrative, it states any building on the property will be allowed to reach a maximum height of five stories, excluding subgrade elements including roof top mechanical units, equipment screening, or parapet walls. The proposed Site Development Plan shows three- and four-story buildings.

NEAREST PUBLIC PARK:

Oakhurst Park is approximately 0.28 miles from the proposed development off Oakhurst Avenue. The proposed development includes a pedestrian pathway connecting to Twisted Oak Drive to allow access to Oakhurst Park.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates the agency, department, and/or division responded with adverse comments.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

COMMENTS, BY DEPARTMENT/AGENCY:

Items italicized and in blue in these sections represent City Staff analysis.

A.1. FIRE DEPARTMENT

Additional information will be required to determine fire hydrant and fire lane requirements related to the proposed buildings. These items will be addressed during individual building permitting.

A.2. BUILDING REVIEW

Building Codes will be addressed at the building permit stage.

A.3. PUBLIC WORKS/ENGINEERING

Please see the attached report from Engineering.

A.4. TRANSPORTATION ENGINEER

Please see the attached report from the Transportation Engineer.

A.5. PLANNING

ZONING CODE CONSIDERATIONS

a) Purpose – PUD, Planned Unit Development

- i) It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of the comprehensive plan of record. The PUD, Planned Unit Development District herein established is intended to provide for greater flexibility in the design of buildings, yards, courts, circulation, and open space than would otherwise be possible through the strict application of other district regulations. In this way, applicants may be awarded certain premiums in return for assurances of overall planning and design quality, or which will be of exceptional community benefit, and which are not now required by other regulations. By permitting and encouraging the use of such procedures, the Planning Commission and City Council will be able to make more informed land use decisions and thereby guide development more effectively in the best interest of the health, safety, and welfare of the City. Specifically, the purposes of this section are to encourage:
- (1) A maximum choice in the types of environments and living units available to the public.
 - (2) Provision of more usable and suitably located open space, recreation areas, or other common facilities than would otherwise be required under conventional land development regulations.
 - (3) Maximum enhancement and minimal disruption of existing natural features and amenities.
 - (4) Comprehensive and innovative planning and design of diversified developments which are consistent with the City's long-range plan and remain compatible with surrounding developments.
 - (5) More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
 - (6) Preparation of more complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use. The PUD, Planned Unit Development regulations are designed to provide for small- and large-scale developments incorporating a single type or a variety of residential, commercial, industrial and related uses which are planned and developed as a unit. Such development may consist of individual lots, or it may have common building sites. Private or public common land and open space must be an essential, major element of the development, which is related to, and affects, the long-term value of the homes and other development. A planned unit development shall be a separate entity with a distinct character that respects and harmonizes with surrounding development.

*The applicant requests a Planned Unit Development (PUD) to gain flexibility in use, design, and development standards, as multi-family is not permitted under A-2 or I-1 zoning regulations. This type of request is **consistent** with the intent of the PUD ordinance to allow for more choice in type of living units available to the public in this area and in the efficient and economic use of land via a smaller network of public infrastructure. It is also **consistent** with providing open space and recreation areas, along with consistency with the desired density outlined in the City's Comprehensive Land Use Plan (greater than 12 units per acre).*

b) Uses Permitted

- i) The proposed development will feature multi-family buildings, accessory structures, and resident amenities such as leasing offices, pool areas, dog parks, sports courts, walking trails, and fitness stations. The complete list of the allowable uses for the Property is attached as Exhibit C.

*This use is **consistent** with multi-family development. There are three multi-family apartment complexes to the west of the subject property. There is a single-family residential area adjacent to the subject property on the east side of Twisted Oak Drive.*

c) Area Regulations

- i) The Property shall comply with the setbacks shown on the Preliminary Site Development Plan. The minimum building setback shall be ten feet (10') from the north property line, twenty-five feet (25') from the western property line, forty feet (40') from the south property line, and (50') from the eastern property line.

*The area regulations proposed for the project are **consistent** with those typically established for a multi-family apartment complex development. The proposed area regulations are similar to those of surrounding apartment complexes. Staff would note the setbacks in the PUD Narrative and the setbacks shown on the Preliminary Site Development Plan do not match. The Narrative allows for smaller setbacks than are depicted on the Preliminary Site Development Plan. Should the applicant want to change their setbacks from what is shown, they would need to amend their Preliminary Site Development Plan.*

d) Height Regulations

- i) The proposed development allows buildings up to a maximum height of five stories, not including subgrade components, rooftop mechanical equipment, screening structures, or parapet walls. The site plan includes a total of eight buildings: four three-story structures, three four-story structures, and one single-story structure.

*The proposed building heights at three- and four-stories as shown on the Preliminary Site Development Plan are **consistent** with the multi-family in the surrounding area. The height is **inconsistent** with the single-family in the area to the east. The zonings for the existing multi-family complexes to the east and west also allow for structures exceeding three stories.*

COMPREHENSIVE PLAN CONSIDERATIONS

a) Character Area Policies

i) General Policies

(1) Residential Policies

- (a) New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- (b) Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- (c) New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed residential development is **consistent** with the General Residential Policies for all Character Areas by incorporating higher densities that blend with the existing multi-family apartment complexes to the west and to the east. The existing single-family structures to the east are two-stories in height. The proposed three-story structures (as shown on the Preliminary Site Development Plan) would not overwhelm the existing housing to the east, as the 50' setback will help minimize the impact. Please see note regarding the PUD Narrative allowance for the five stories in d) Height Regulations above.*

ii) Character Area Policies – Suburban Neighborhood

1. Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
2. Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
 - a) Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
 - b) The open spaces created around drainageways should be connected when it is feasible to create wildlife corridors.
3. Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
 - a) Prioritize preservation of existing mature street trees.
4. Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
 - a) Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
 - b) Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
5. Encourage:
 - a) More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
 - b) Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
 - c) Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.

6. As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodation should:
- a) Ensure interconnectivity between developments for local and collector streets.
 - b) Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
 - c) Connect streets between land uses and include complete street approaches for undeveloped sites.
 - d) Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
 - e) Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposed development is **consistent** with Suburban Neighborhood policies regarding the use of existing City services and the increased density with similarly scaled multi-unit residences as surrounding multi-family apartment complexes. While the development does not have new public streets, it is still providing for pedestrian connectivity to a nearby park.*

b) Land Use Development Policies

i) Description and Context – Urban High

- 1) Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.
 - a) High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
 - b) Gross densities in any single development should be greater than 12 units per acre.

*The proposal is **consistent** as there will be a density of 14 units per acre. While the development has higher building spacing and is not compact, it is similar in character to neighboring multi-family properties to the west and to the east.*

ii) Building Types

- (1) Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- (2) Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.

- (3) Mixed-use buildings including retail, work-spaces, and residences are most common.
- (4) Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- (5) New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate

*The proposal is **consistent** in featuring small- to medium-scale buildings ranging from three to five stories, while providing private amenities such as fitness stations and outdoor grilling areas help cultivate a sense of place. The proposal will be no more than two stories higher than surrounding properties, as shown on the Preliminary Site Development Plan. Staff would note the PUD Narrative language allows five stories; this is more than is shown on the Preliminary Site Development Plan.*

iii) Site Design

- (1) The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- (2) Multi-unit developments without connections to neighboring properties and uses weaken the development pattern and should be limited or avoided altogether.
- (3) Street trees should form a continuous urban canopy over public areas and rights-of-way.
- (4) Stormwater to be addressed at the project level but designed as part of a larger neighborhood or sub-basin system.
- (5) Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposal is **consistent** as sidewalks are present throughout the development, with a pedestrian connection on the east side leading to Oakhurst Park. Additionally, the Narrative states the development will follow landscaping requirements, which require the installation of trees along the street frontage.*

iv) Transportation

- (1) This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to the character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposal is **consistent** with the policies relating to pedestrian access because sidewalks can be taken to 12th Avenue SE and to Classen Blvd. No public streets are proposed with this application. The subject property is not currently within one half-mile walk of a public transportation stop.*

v) Utility Access

- (1) A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be

suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposal is **consistent** as the necessary utilities are available.*

vi) Public Space

- (1) Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The proposal is **consistent** as there are sidewalks throughout the development, and there is a sidewalk connection to the adjacent residential neighborhood to the east via Twisted Oaks Drive, and to the east which leads to 12th Avenue SE.*

b) Neighborhood and/or Special Area Plans

- i) This location is **not** within a Neighborhood or Special Planning Area.

A.6. UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposed development is in accordance with AIM Water and Wastewater Utility.

SOLID WASTE MANAGEMENT

The proposed development meets requirements and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

a) Water Availability

Adequate capacity within the water system exists to serve the proposed development.

b) Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

IMPACTS: The proposed multi-family apartment development aligns with the Land Use and Character Area objectives by incorporating high density, multi-family housing that is comparable in scale and form to adjacent neighborhoods, with building heights ranging from three to four stories, as shown on the Preliminary Site Development Plan. Aspects of consistency with AIM Policies could be affected by the difference in language in the PUD Narrative allowing for five-story buildings. Additionally, the proposal demonstrates consistency in site design and provides connectivity to a nearby park.

CONCLUSION: Staff forwards this request for rezoning from A-2, Rural Agricultural District, and I-1, Light Industrial District, to a PUD, Planned Unit Development, and Ordinance O-2526-6, for consideration by City Council.

PLANNING COMMISSION RESULTS: At their meeting of October 9, 2025, the Planning Commission recommended approval of Ordinance O-2526-6 by a vote of 7-0.

O-2526-6

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD; WARD 1)

- § 1. WHEREAS, Coleraine Capital Group, Inc, the owners of the hereinafter described property, have made application to have the subject property removed from the A-2, Rural Agricultural District, and I-1, Light Industrial District, and placed in a PUD, Planned Unit Development; and
- § 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on October 9, 2025, as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and
- § 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the A-2, Rural Agricultural District, and I-1, Light Industrial District, and place the same in a PUD, Planned Unit Development, to wit:

A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:
The East Half of the East Half of the Southwest Quarter (E/2 E/2 SW/4), less and except the North 440 feet, thereof.

§ 5. Further, pursuant to the provisions of Section 36-509 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the PUD Narrative, Site Development Plan, and supporting documentation dated and revised as of January 22, 2026, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2026.

NOT ADOPTED this _____ day of _____, 2026.

(Mayor)

(Mayor)

ATTEST:

(City Clerk)

COLERAINE MULTIFAMILY

**A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA**

**APPLICANT:
COLERAINE CAPITAL GROUP, INC.**

Received 1.22.2026

**APPLICATION FOR:
PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT**

Submitted July 1, 2025
Revised January 22, 2026

PREPARED BY:

**RIEGER SADLER JOYCE LLC
136 Thompson Drive
Norman, Oklahoma 73069**

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EXHIBITS

- A. Legal Description of the Property
- B. Preliminary Site Development Plan
- C. Allowable Uses
- D. Preliminary Plat
- E. Green Space Exhibit

I. INTRODUCTION

Coleraine Capital Group, Inc. (the “**Applicant**”) intends to rezone and plat the property located at 1751 E. Imhoff Road, as more particularly described on **Exhibit A** (the “**Property**”), to a Planned Unit Development (“**PUD**”) in order to develop a multifamily residential community. The Property contains approximately 32.50 acres, and a preliminary conceptual site plan (the “**Site Plan**”) of the proposed development has been attached hereto as **Exhibit B**.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Property is located at 1751 E. Imhoff Road, which is generally situated north of East Imhoff Road between Classen Blvd. and 24th Ave. SE, as is more particularly shown on the attached exhibits.

B. Existing Land Use and Zoning

The Property is currently zoned A-2, Rural Agricultural, and I-1, Light Industrial. The Property consists of unimproved land with the exception of an existing structure on the southeastern edge of the Property.

The surrounding properties to the west are zoned PUD, Planned Unit Development. The properties to the north are zoned A-2, Rural Agricultural, and R-1, Single-Family Dwelling. The properties to the east are zoned RM-6, Medium Density Apartment, R-2, Two-Family Dwelling, R-1, Single-Family Dwelling, and PUD, Planned Unit Development. The property to the south is zoned I-1, Light Industrial.

C. Elevation and Topography

The Property contains elevations ranging approximately 1134 to 1160 feet and generally slopes south to north.

D. Drainage

A drainage report has been provided by the Applicant to City Staff as part of the Preliminary Plat application. The Applicant proposes stormwater and drainage management systems that will meet or exceed the City’s applicable ordinances.

E. Utility Services

All necessary utilities for this project are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by applicable City codes.

G. Traffic Circulation and Access

Access to the Property shall be permitted in the manner depicted on the attached Site Development Plan. The Applicant's proposal will include two (2) curb cuts that will serve as the access points to the Property.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in general compliance with the Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-509(g) of the City of Norman's PUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are incorporated herein by reference and further depict the development criteria for the Property.

A. Uses Permitted:

The Property will be developed into a multifamily residential development containing approximately 456 units with accompanying uses. A complete list of the allowable uses for the Property is attached as **Exhibit C**.

B. Development Criteria:

1. Building Height

Any building on the Property shall be allowed to reach a maximum height of five (5) stories, excluding any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

2. Area Regulations

The Property shall comply with the setbacks shown on the Preliminary Site Development Plan. The minimum building setback shall be ten feet (10') from the north property line. The minimum building setback shall be fifty feet (50') from the eastern property line. The minimum building setback shall be twenty-five feet (25') from the western property line. The minimum building setback shall be forty feet (40') from the south property line.

3. Exterior Materials

The exterior of the buildings may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof.

4. Sanitation

Trash dumpsters will be located as depicted on the Site Development Plan or in locations as may be approved by City sanitation services.

5. Signage

All signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

6. Open Space

Open space and green space areas shall be utilized on the Property as shown on the Green Space Exhibit, attached hereto as **Exhibit E** and fully incorporated herein. The Property will contain approximately sixteen (16) acres of green space comprising approximately 50% of the total area of the Property.

7. Parking

Parking for the Property may be developed in general compliance with the parking layout shown on the Site Development Plan. The Property shall comply with the City of Norman's applicable parking ordinances, as amended from time to time.

8. Exterior Lighting

All exterior lighting shall comply with the applicable provisions of the City of Norman's Commercial Outdoor Lighting Standards, as the same may be amended from time to time.

9. Landscaping and Fencing

Landscaping shall be provided and maintained in conformity to Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, of the City of Norman's Zoning Ordinance, as may be amended from time to time. Fencing shall not be required on the Property but may be installed around the perimeter of the Property. Fencing placement and height shall comply with applicable City ordinances, as amended from time to time.

10. Phasing

It is anticipated the Property will be developed in multiple phases. The timing and number of phases will be determined by market demand and absorption rates and shall comply with Norman City Code 36-509, PUD, Planned Unit Developments, as may be amended from time to time.

EXHIBIT A

Legal Description of the Property

A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

The East Half of the East Half of the Southwest Quarter (E/2 E/2 SW/4), less and except the North 440 feet, thereof.

EXHIBIT C

Allowable Uses

- Apartment buildings
- Accessory buildings related to the maintenance and operation of the Property
- Leasing offices, pool areas, dog parks, sports courts, walking trails, fitness stations, outdoor grill areas, and similar recreational amenities for the residents of the development

EXHIBIT E

Green Space Exhibit Full Size Documents Submitted to City Staff



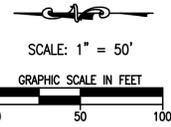
PERVIOUS VS IMPERVIOUS PLN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



PERVIOUS VS IMPERVIOUS PLAN
1"=20'-0"

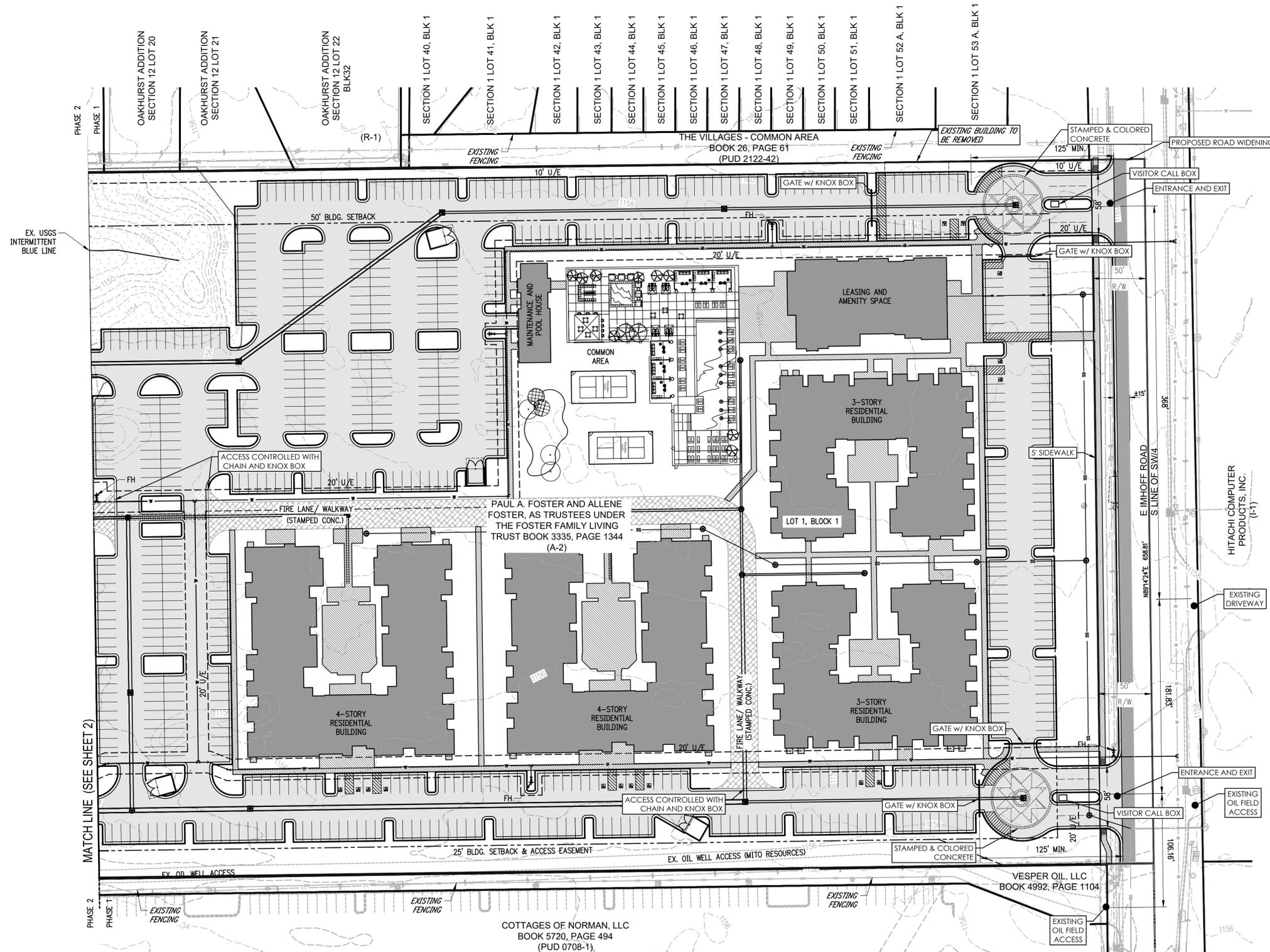
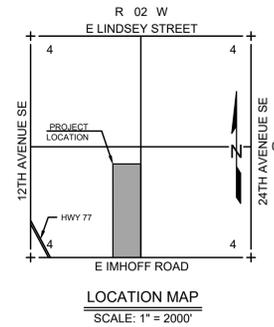
SUMMARY	
SITE AREA:	32.50 ACRES
PERVIOUS AREA:	15.9 ACRES, 48.93%
IMPERVIOUS AREA:	16.6 ACRES, 51.07%

PERVIOUS VS IMPERVIOUS PLAN COLERAINE MULTI-FAMILY RESIDENTIAL	
	SHEET NO.: 1 OF 1
	DATE: 1/8/2026
	PROJECT NO.: 25603901
	<small> CRAFTON TULL 401 WEST 23RD AVENUE, SUITE 200 DENVER, CO 80202 TEL: 303.733.8800 WWW.CRAFTONTULL.COM </small>



Received 1-9-2026

PRELIMINARY SITE DEVELOPMENT PLAN
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 659.93 feet; thence S00°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

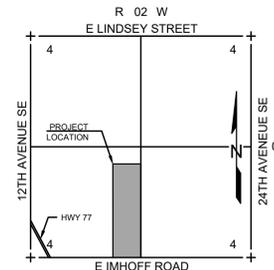
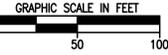
The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.S. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 710062501076 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

PRELIMINARY DEVELOPMENT MAP IMHOFF MULTI-FAMILY RESIDENTIAL	
<small>300 Points Parkway Blvd. Yukon, Oklahoma 73099</small>	
 Crafton Tull <small>architecture engineering surveying 405.787.6270 405.787.6271 www.craftontull.com</small>	SHEET NO.: 1 OF 2 DATE: 1/8/2026 PROJECT NO.: 25603901
<small>CERTIFICATE OF AUTHORIZATION CA 979 (PLS) EXPIRES 6/30/2026</small>	

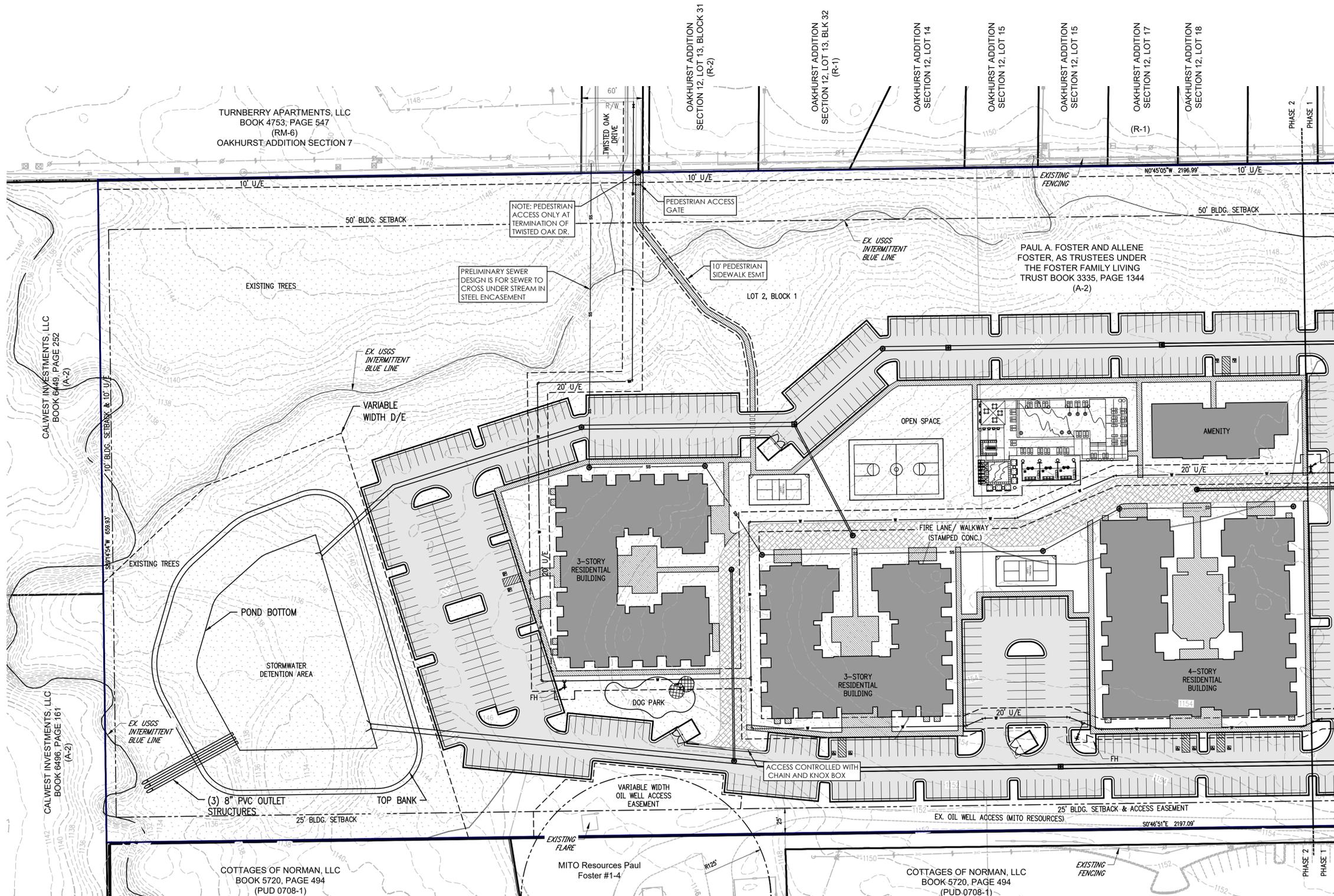
DRAWING COURTESY: INDEPENDENT MANUFACTURERS CO-OP (IMCO) - CONSTRUCTION

PRELIMINARY SITE DEVELOPMENT PLAN OF COLERAINE MULTIFAMILY A PART OF SECTION 4, T8N, R2W NORMAN, CLEVELAND COUNTY, OKLAHOMA

SCALE: 1" = 50'



LOCATION MAP
SCALE: 1" = 2000'



DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 659.93 feet; thence S00°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

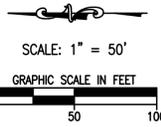
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PRELIMINARY DEVELOPMENT MAP
IMHOFF MULTI-FAMILY RESIDENTIAL

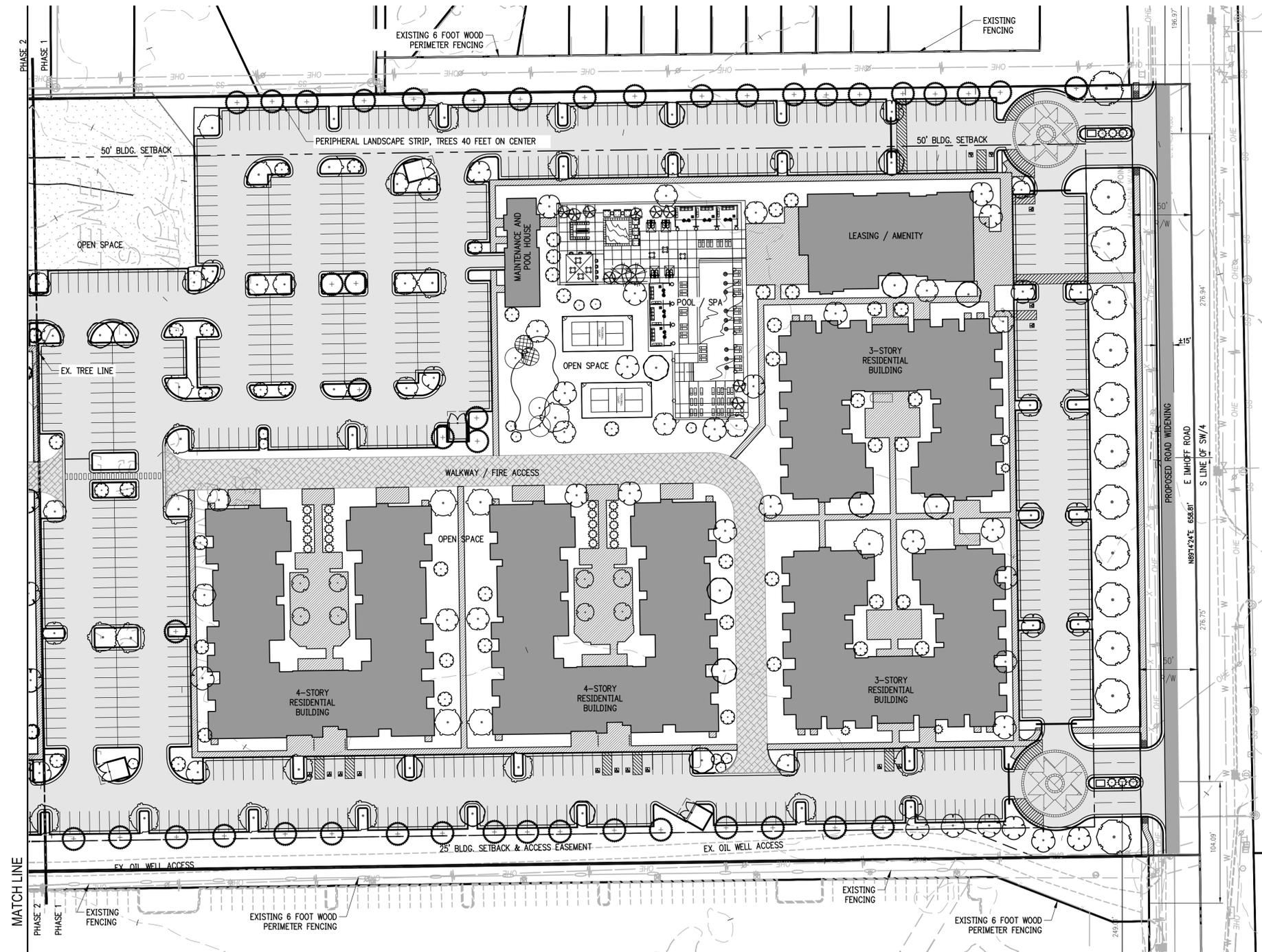
300 Points Parkway Blvd.
Yukon, Oklahoma 73099

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405.787.6270 | 405.787.6271
www.craftontull.com

SHEET NO.: 2 OF 2
DATE: 1/8/2026
PROJECT NO.: 25603901



PRELIMINARY SITE LANDSCAPE PLAN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	CONT
TREES			
	20	ACER RUBRUM 'ARMSTRONG' / ARMSTRONG RED MAPLE	2 1/2" CAL.
	27	ACER RUBRUM 'AUTUMN GLORY' / AUTUMN GLORY MAPLE	2" CAL. 10-12' HT.
	62	ACER SACCHARUM 'AUTUMN SPLENDOR' / CADDO SUGAR MAPLE	2.5" CAL. TYPE 1 & 2
	77	CERCIS CANADENSIS 'OKLAHOMA' / OKLAHOMA REDBUD	2.5" CAL TOTAL, 3-TRUNK MIN.
	14	CUPRESSUS ARIZONICA 'BLUE ICE' / ARIZONA CYPRESS	7' MIN., FULL TO GROUND
	41	LAGERSTROEMIA X 'TUSCARORA' / RED CRAPE MYRTLE MULTI-TRUNK	MULTI-TRUNK, 3-1" CANE MIN.
	63	PINUS TAEDA / LOBLOLLY PINE	2" CAL. 8-10" HT.
	39	PISTACIA CHINENSIS / CHINESE PISTACHE	2" CAL. 8-10" HT.
	14	QUERCUS SHUMARDII / SHUMARD RED OAK	2" CAL. 8-10" HT.
	21	TAXODIUM DISTICHUM / BALD CYPRESS	2" CAL. 8-10" HT.
	34	ULMUS PARVIFOLIA / LACEBARK ELM	2" CAL. 10-12' HT.

ORDINANCE REQUIREMENTS

INTERIOR REQUIREMENTS
15 SQUARE FEET OF INTERNAL ISLANDS FOR EACH INTERIOR PARKING SPACE

INTERIOR PARKING SPACES, EXCLUDING SPACES ABUTTING A PERIMETER FOR WHICH LANDSCAPING IS REQUIRED: 843
843 X 15 = 12,645 SQUARE FEET REQUIRED INTERNAL LANDSCAPING

1 TREE FOR EVERY 100 SQUARE FEET OF REQUIRED LANDSCAPE AREA
12,645 SQUARE FEET / 100 = 127 TREES
NUMBER OF TREES PROVIDED WITHIN ISLANDS: 143

STREET LANDSCAPING REQUIREMENTS ADJACENT TO E. IMHOFF RD.:
AT LEAST ONE TREE PER 40 LINEAR FEET

PERIPHERAL LANDSCAPING REQUIREMENTS:
AT LEAST ONE TREE PER 40 LINEAR FEET, 20% EVERGREEN MINIMUM

NOTE:
SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION, INCLUDING GRADING, AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SODDED.

AUTOMATIC IRRIGATION SYSTEM WITH MANUAL QUICK COUPLERS TO BE PROVIDED BY OWNER.

1 LANDSCAPE PLAN
L-101 1"=50'-0"

PRELIMINARY LANDSCAPE PLAN COLERAINE MULTI-FAMILY RESIDENTIAL	
 Crafton Tull architecture engineering surveying 405.787.4270 405.787.4274 www.craftontull.com	300 Points Parkway Blvd. Yukon, Oklahoma 73099
SHEET NO.: 1 OF 3 DATE: 1/8/2026 PROJECT NO.: 25603901	CERTIFICATE OF AUTHORIZATION: CA 979 (PLS) EXPIRES 4/30/2026

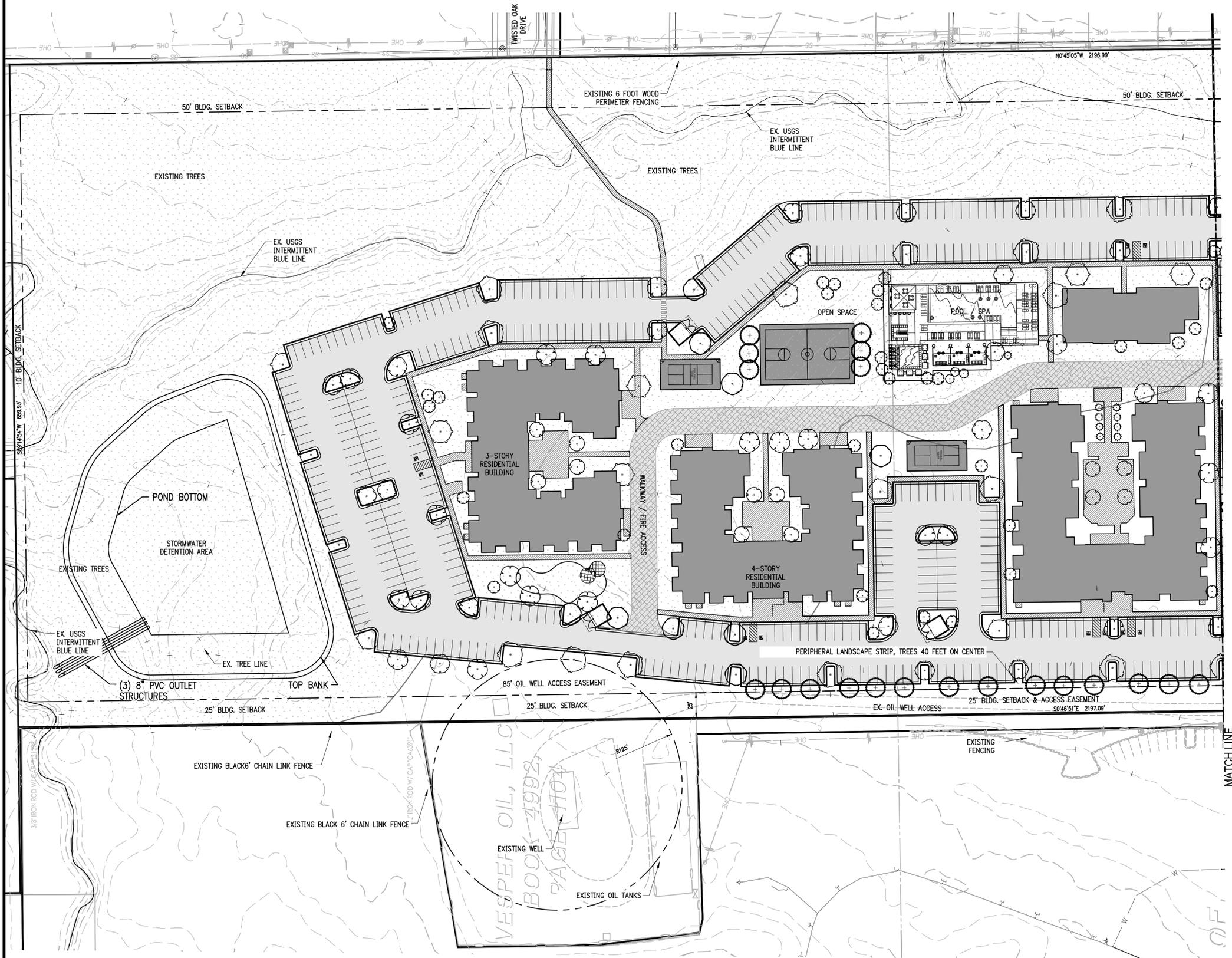


SCALE: 1" = 50'

GRAPHIC SCALE IN FEET



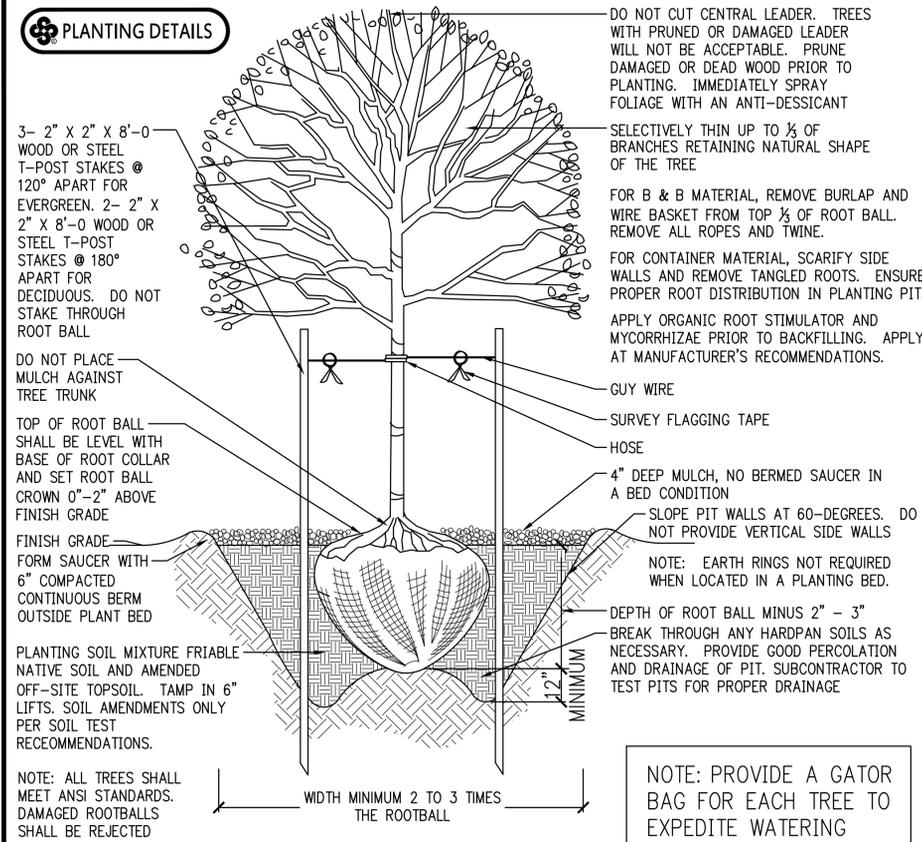
PRELIMINARY SITE LANDSCAPE PLAN OF COLERAINE MULTI-FAMILY RESIDENTIAL A PART OF SECTION 4, T8N, R2W NORMAN, CLEVELAND COUNTY, OKLAHOMA



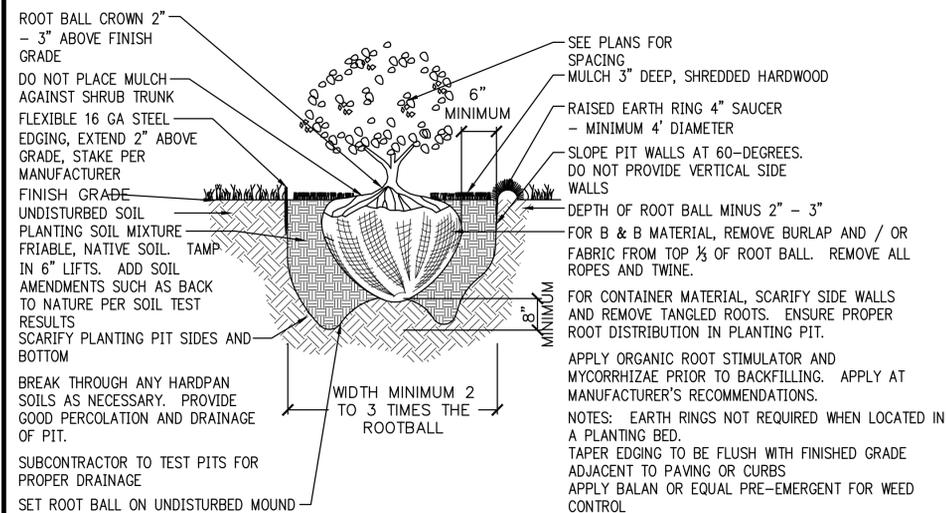
1 LANDSCAPE PLAN
L-102 1"=50'-0"

PRELIMINARY LANDSCAPE PLAN COLERAINE MULTI-FAMILY RESIDENTIAL	
<small>300 Points Parkway Blvd. Yukon, Oklahoma 73099</small>	
 Crafton Tull <small>architecture engineering surveying 405.787.6270 405.787.6274 www.craftontull.com</small>	SHEET NO.: 2 OF 3
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<small>CERTIFICATE OF AUTHORIZATION CA 979 (PLS) EXPIRES 6/30/2026</small>	

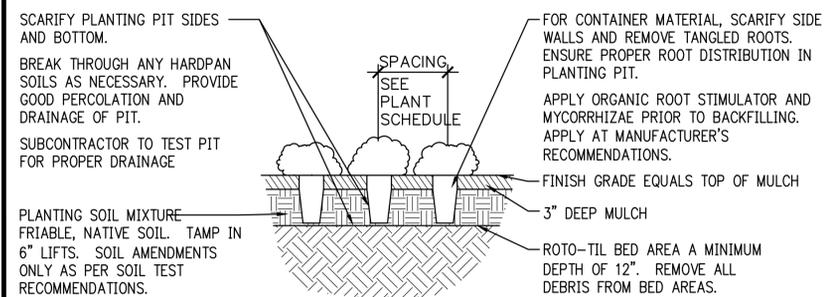
PLANTING DETAILS



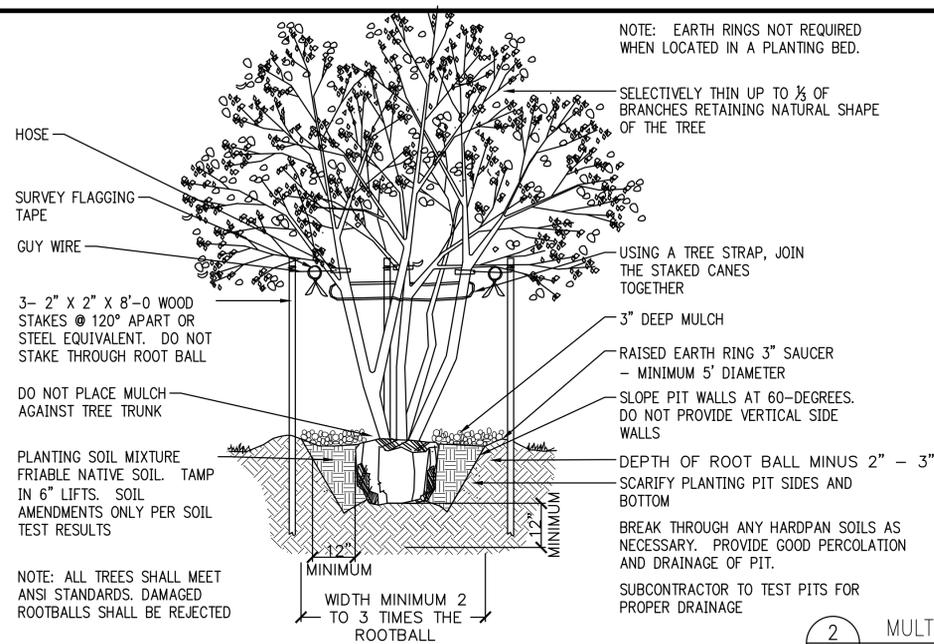
1 TREE PLANTING
L-501 NOT TO SCALE



2 SHRUB / ORNAMENTAL GRASSES PLANTING
L-501 NOT TO SCALE



3 GROUND COVER PLANTING
L-501 NOT TO SCALE



PLANTING NOTES

- THE QUANTITIES ON THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE GRAPHIC REPRESENTATIONS ON THE DRAWINGS TAKE PRECEDENT. VERIFY INDICATED QUANTITIES AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
- NO SUBSTITUTIONS AS TO SIZE, TYPE, SPACING, QUANTITY OR QUALITY OF PLANT MATERIAL SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF EITHER THE OWNER'S REPRESENTATIVE OR THE PROJECT LANDSCAPE ARCHITECT. CHANGES IN PLANT MATERIAL MAY CONSTITUTE PLAN RE-APPROVAL.
- PLANTS SHALL BE SUPPLIED AT THE SIZES SPECIFIED ON THE DRAWINGS. THE SIZES SHOWN ARE THE MINIMUM REQUIRED FOR EACH CATEGORY (HEIGHT, SPREAD, CALIPER, CONTAINER SIZE ETC.). THE PLANTS SUPPLIED MUST CONFORM TO ALL OF THE MINIMUM DIMENSIONS INDICATED. PLANTS OF LARGER SIZE MAY BE USED IF ACCEPTABLE TO THE OWNER AT NO ADDITIONAL COST AND IF SIZE OF CONTAINER OR ROOT BALLS, HEIGHT, AND SPREAD ARE INCREASED PROPORTIONATELY IN ACCORDANCE WITH ANSI Z-60.1, 2004 EDITION. ALL OTHER QUALITY REQUIREMENTS OF THE PLANT MATERIAL MUST ALSO BE ADHERED.
- ALL PLANTS MUST BE NURSERY GROWN. ALL TREES SHALL COMPLY WITH ANSI Z-60.1, 2004 EDITION AND THE URBAN TREE FOUNDATION GUIDELINE FOR NURSERY TREE QUALITY, 2009 EDITION. ALL PLANTS SHALL BE HIGHEST QUALITY. FIRST CLASS REPRESENTATIVES OF THEIR SPECIES. SECONDS, CULLS, OR PARK GRADE MATERIAL WILL BE REJECTED.
- CALIPER SIZE IS NOT TO BE REDUCED. CALIPER MEASUREMENTS SHALL BE TAKEN IN ACCORDANCE WITH ANSI STANDARDS.
- ALL TREES EXCEPT MULTI-TRUNKED MUST BE STRAIGHT TRUNKED, HAVE A STRONG CENTRAL LEADER, FULL HEADED, AND MEET THE MINIMUM REQUIREMENTS. TREES WITH "Y" SHAPE ARE NOT ACCEPTABLE UNLESS THAT SHAPE IS NATURAL TO THE GROWTH HABIT OF THE SPECIES. TREES THAT HAVE BEEN FRESHLY PRUNED TO MEET THESE SPECIFICATIONS SHALL BE REJECTED.
- THE PLANT'S VEGETATIVE CANOPY SHOULD BE MOSTLY SYMMETRICAL AND FREE OF LARGE VOIDS OR FLAT SURFACE AREAS.
- TREES AND SHRUBS MOVED DURING PERIODS OF HIGH TRANSPIRATION SHALL BE SPRAYED WITH AN ANTI-DESSICANT PRIOR TO MOVING. APPLY AND REMOVE ANTI-DESSICANTS ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.
- TREES SHALL BE STAKED AND GUYED AS DETAILED. STAKE AND GUYED MATERIALS SHALL BE REMOVED BY THE LANDSCAPE SUBCONTRACTOR SIX (6) MONTHS AFTER FINAL ACCEPTANCE.
- ALL PLANTS ARE SUBJECT TO REVIEW AND APPROVAL BY THE OWNER'S REPRESENTATIVE AT ANY TIME PRIOR TO FINAL ACCEPTANCE. REJECTED PLANTS SHALL BE REPLACED IMMEDIATELY AT NO ADDITIONAL COST.
- PRIOR TO COMMENCEMENT OF INSTALLATION, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UTILITIES AND SHALL AVOID DAMAGING UTILITIES DURING INSTALLATION. ANY UTILITIES DAMAGED DURING INSTALLATION SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR TO THE SATISFACTION OF THE APPROPRIATE UTILITY COMPANY AND THE GENERAL CONTRACTOR. ALL REPAIRS SHALL BE AT NO COST TO THE OWNER. CALL OKLAHOMA ONE-CALL SYSTEM AT 1-800-522-OKIE.
- ALL PLANT BEDS SHALL BE THOROUGHLY ROTO-TILLED A MINIMUM OF TWELVE INCHES (12") PRIOR TO PLANT PLACEMENT. AMENDMENTS, IF REQUIRED BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO THE TEST RESULT RECOMMENDATIONS. PROVIDE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES.
- THE LANDSCAPE CONTRACTOR SHALL UTILIZE ON-SITE TOPSOIL AS AVAILABLE UNLESS DEEMED NECESSARY TO BRING IN NEW TOPSOIL. ALL UNEVEN AREAS CAUSED BY PLANTING SHALL BE GRADED SMOOTH. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE PROJECT SHALL BE CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
- ALL PLANTS SHALL BE PLACED WITH THE BEST FACE FORWARD, TOWARDS THE STREET WHENEVER POSSIBLE.
- ALL PLANTS SHOULD BE PRUNED OF BROKEN AND DEAD WOOD AS NECESSARY PRIOR TO INSTALLATION. REMOVE NO MORE THAN 1/3 OF THE BRANCHING. DO NOT PLANT WHEN GROUND IS FROZEN OR MUDDY.
- MULCH SHALL BE SHREDDED HARDWOOD PLACED TO A DEPTH OF 3".
- PRE-EMERGENT HERBICIDES, TRIFLORALIN, PREEN, OR APPROVED EQUAL, SHALL BE APPLIED TO ALL PLANTING BEDS PRIOR TO MULCHING. APPLY AT MANUFACTURER'S RATES AND RECOMMENDATIONS.
- APPLY ORGANIC ROOT STIMULATOR, CONTAINING MYCORRHIZAE, TO ALL PLANTS PRIOR TO BACKFILLING. APPLY AT MANUFACTURER'S RATES AND RECOMMENDATIONS.
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE PLANT INSTALLATIONS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE RE-MULCHING, WATERING, WEEDING, APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY. MAINTENANCE SHALL INCLUDE ALL PLANTINGS, TREES, AND GROUND COVERS.
- THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL PLANTS SHALL BE IN A HEALTHY AND THRIVING CONDITION ACCORDING TO THE NATURAL GROWTH HABITS OF THE INDIVIDUAL SPECIES AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE PLANT MATERIAL FOR ONE YEAR AFTER FINAL ACCEPTANCE.

TURF NOTES

- SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SODDED.
- REMOVE ALL WEEDS, GRASS AND ANY DEBRIS LARGER THAN 1" IN DIAMETER FROM ALL AREAS TO BE SODDED. SODDED AREAS ARE TO BE ROTO-TILLED TO A DEPTH OF 6" AND ROUGH GRADED. TOPSOIL SHALL BE ADDED TO A DEPTH OF 4". SOIL AMENDMENTS AND FERTILIZER BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO SOIL TEST RECOMMENDATIONS ALONG WITH THE TOPSOIL.
- GRADE SODDED AREAS SMOOTH TO WITHIN 1" OF FINISH GRADE AND ENSURE PROPER DRAINAGE AWAY FROM ALL STRUCTURES. ROLL SURFACE WITH A ROLLER TO ACHIEVE A SMOOTH FIRM SURFACE.
- LAY SOD WITHIN 24 HOURS OF DELIVERY. LAY SOD WITH ENDS STAGGERED. LAY SOD PERPENDICULAR TO ANY SLOPES AND STAKE WITH NAILS OR PEGS ACCORDING TO MANUFACTURER RECOMMENDATIONS. ROLL SOD AGAIN AFTER INSTALLATION TO ENSURE GOOD CONTACT WITH THE SOIL.
- WATER SOD THOROUGHLY AFTER INSTALLATION. FOR THE FIRST FEW WEEKS AFTER SODDING, WATER DAILY JUST ENOUGH TO MOISTEN THE GRASS AND UNDERLYING SOIL. MAY NEED TO WATER TWO OR THREE TIMES A DAY. AVOID PUDDLING AND RUN-OFF.
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL SODDED AREAS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT IS TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE MOWING, WATERING, EDGING AND WEEDING. APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY.
- THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL SODDED AREAS ARE IN A HEALTHY AND THRIVING CONDITION AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE THE TURF FOR A PERIOD OF SIX MONTHS AFTER FINAL ACCEPTANCE.

IRRIGATION NOTES

- THE IRRIGATION SHALL BE PERFORMED BY A DESIGN/BUILD CONTRACTOR. CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL SITE UTILITIES, COORDINATING UTILITY CONSTRUCTION WITH OWNER, AND PROTECTING UTILITIES DURING CONSTRUCTION.
- ACTUAL LOCATION OF BACKFLOW AND METER MAY CHANGE, AND SHOULD BE COORDINATED WITH OWNER'S REPRESENTATIVE. LOCATION OF ALL SLEEVING SHOULD BE COORDINATED WITH OTHER SITE UTILITIES WITH THE GENERAL CONTRACTOR. QUICK COUPLER LOCATIONS SHOULD BE MAINTAINED. IF QUICK COUPLERS ARE MOVED, THEY MUST BE LOCATED IN SUCH A WAY THAT ALL NEW LANDSCAPE MATERIALS ARE WITHIN 100' OF QUICK COUPLER CONNECTION.
- INSTALL ALL MATERIALS AS PER MANUFACTURER'S RECOMMENDATIONS, AND TO MEET ALL LOCAL CODES.
- RPZ BACKFLOW PREVENTER TO BE INSTALLED AS PER ALL APPLICABLE CODE AND ORDINANCE REQUIREMENTS.
- QUICK COUPLER TO BE RAINBIRD 3/4" COUPLER OR APPROVED EQUAL. CONTRACTOR WILL PROVIDE TWO (2) COUPLER KEYS AND HOSE SWIVEL ELLS FOR EACH COUPLER.
- ALL PIPING TO BE MINIMUM 1" DIAMETER SCHEDULE 40 PVC BURIED AT A DEPTH NO LESS THAN 18" BELOW FINISH GRADE.
- THE IRRIGATION CONTRACTOR IS RESPONSIBLE FOR VERIFYING STATIC PRESSURE AND GPM AT METER TO ENSURE MINIMUM PRESSURE IS MET AT FARTHEST COUPLER FOR PROPER OPERATION.

PRELIMINARY LANDSCAPE PLAN
COLERAINE MULTI-FAMILY RESIDENTIAL

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

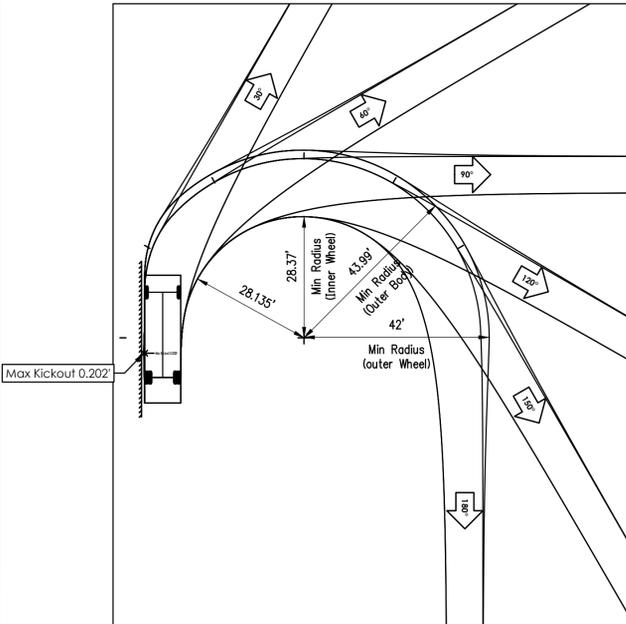
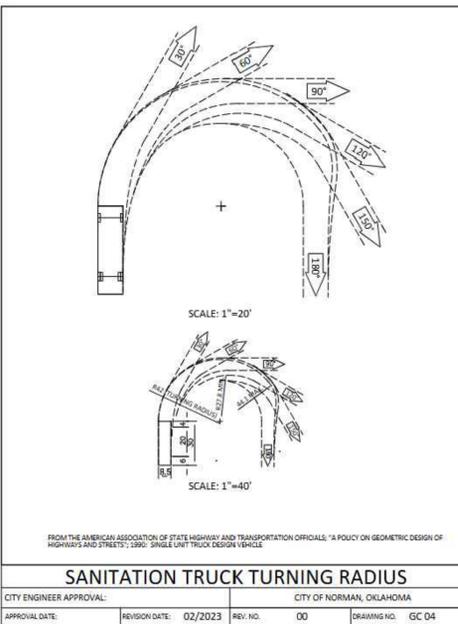
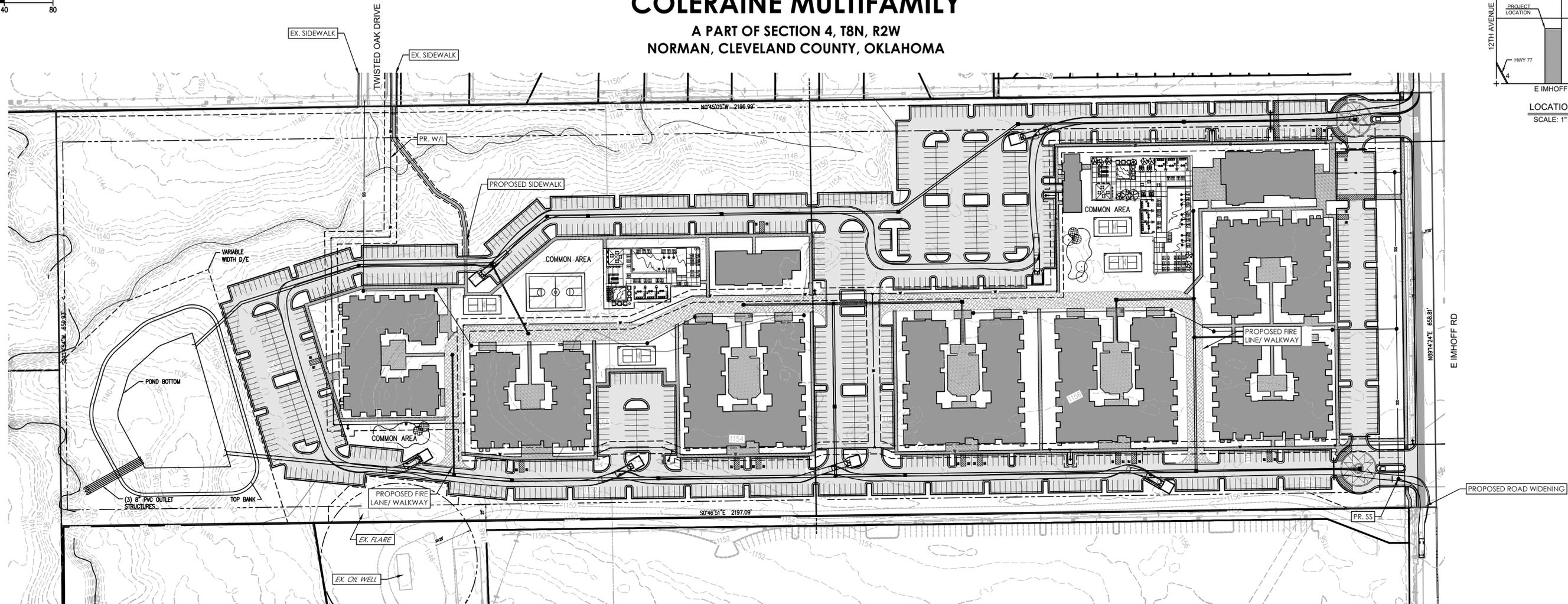
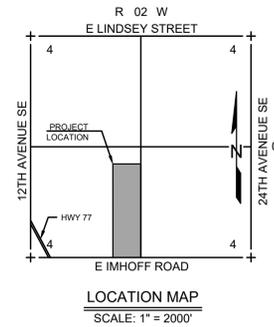
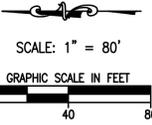
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SHEET NO.: 3 OF 3
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION
CA 979 (PLS) EXPIRES 6/30/2026

DRAWING COURTESY: LANDSCAPE ARCHITECTURE CONSULTANTS, INC. LANDSCAPING

SANITATION TURNING RADIUS
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



**SANITATION TURNING RADIUS
COLERAINE MULTI-FAMILY**

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

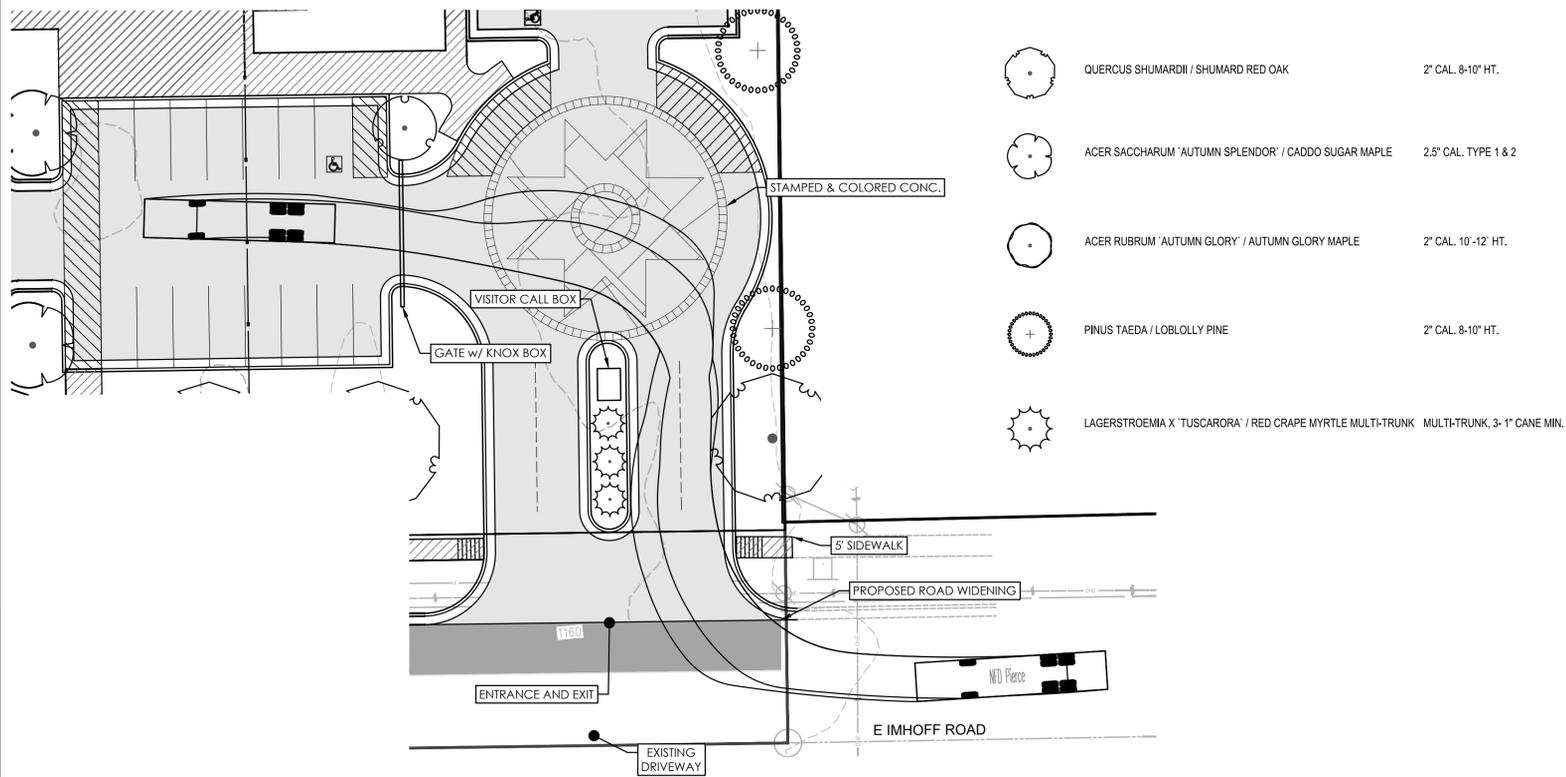
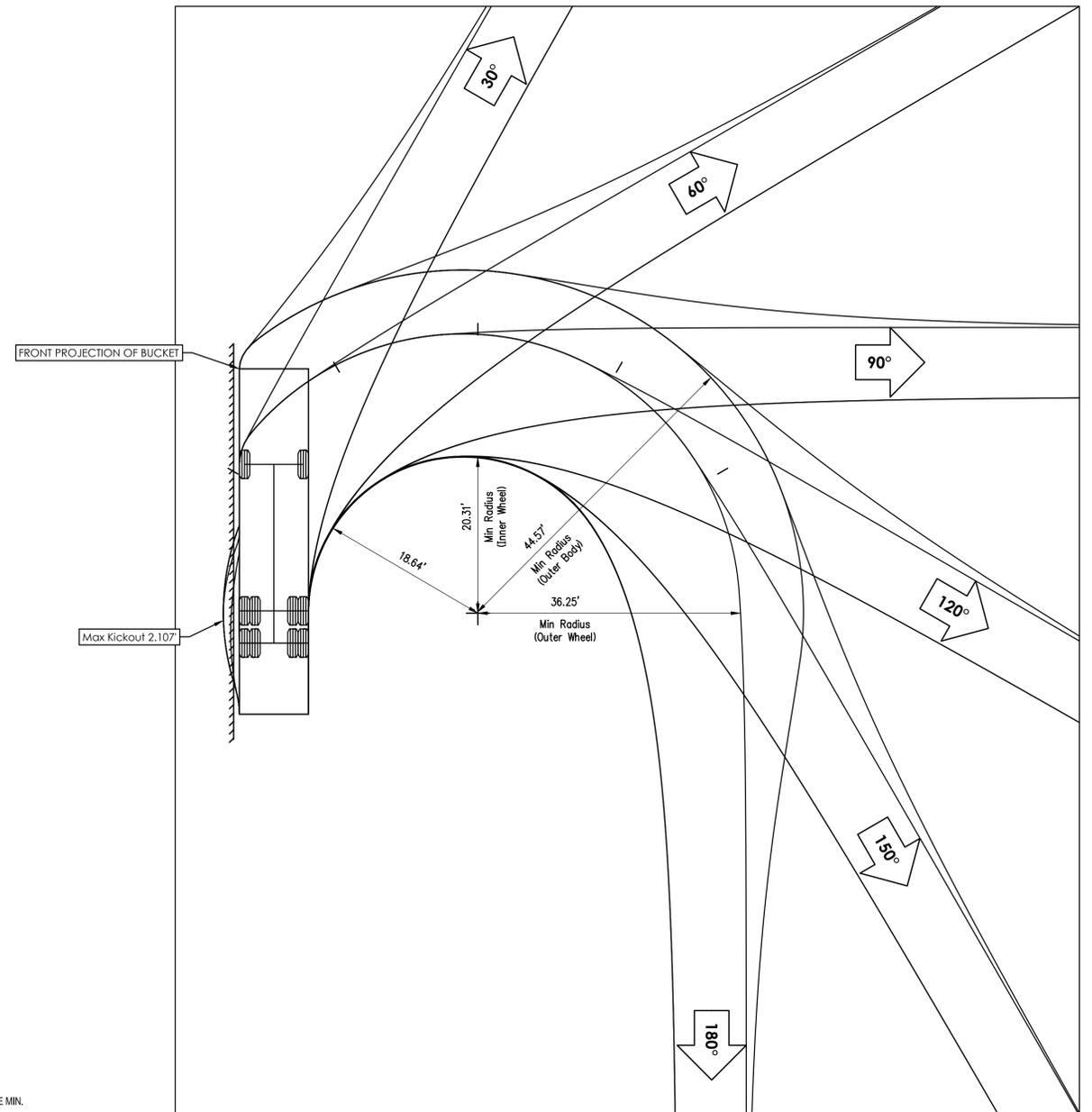
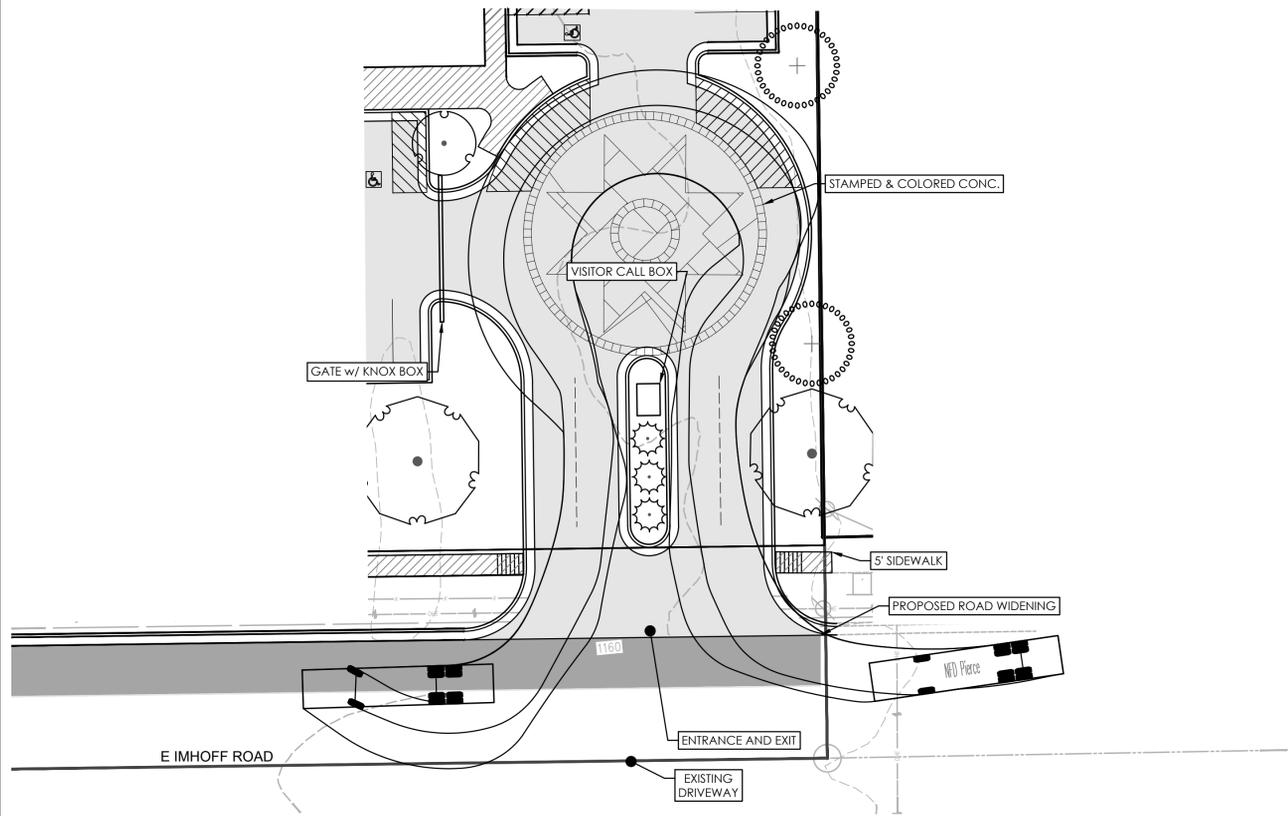
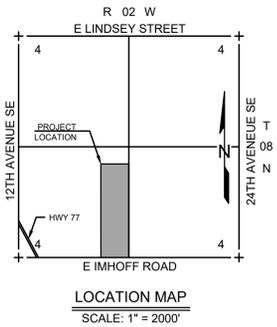
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SHEET NO.: 1 OF 1
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION: CA 979 (PLAS) EXPIRES 6/30/2026

DRAWING COURTESY: INDEPENDENT MANUFACTURERS CITY ENGINEERING CONSULTING

EAST GATED ACCESS EXHIBIT
 OF
COLERAINE MULTIFAMILY
 A PART OF SECTION 4, T8N, R2W
 NORMAN, CLEVELAND COUNTY, OKLAHOMA



SCALE: 1" = 20'

GRAPHIC SCALE IN FEET



EAST GATED ACCESS EXHIBIT
COLERAINE MULTI-FAMILY

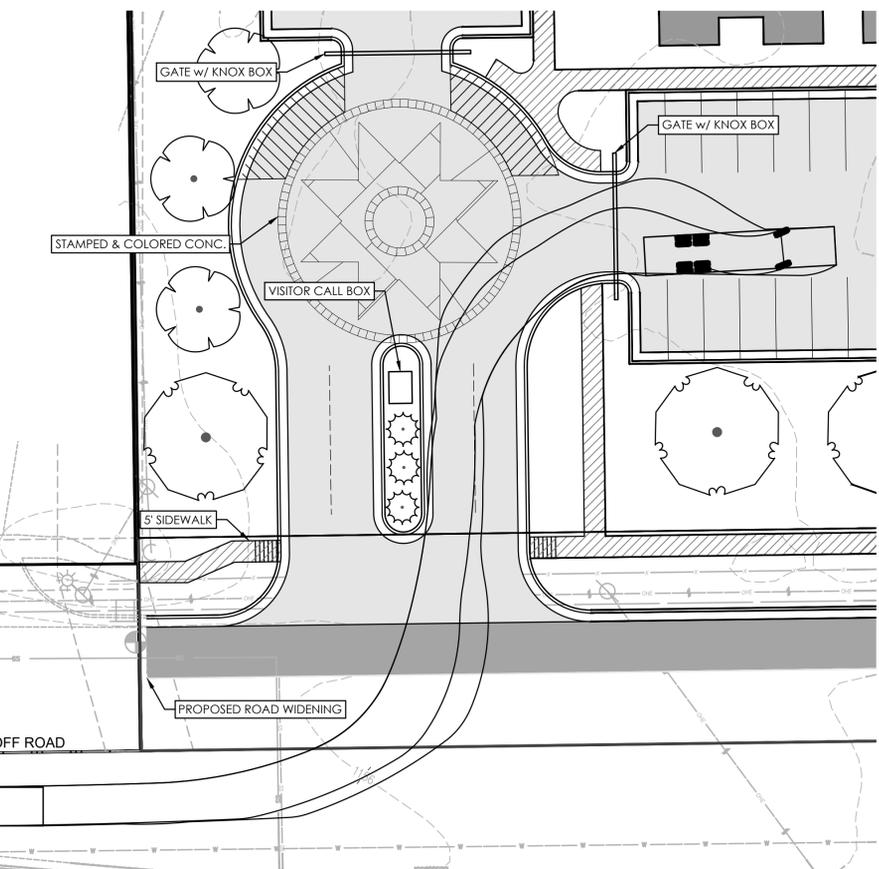
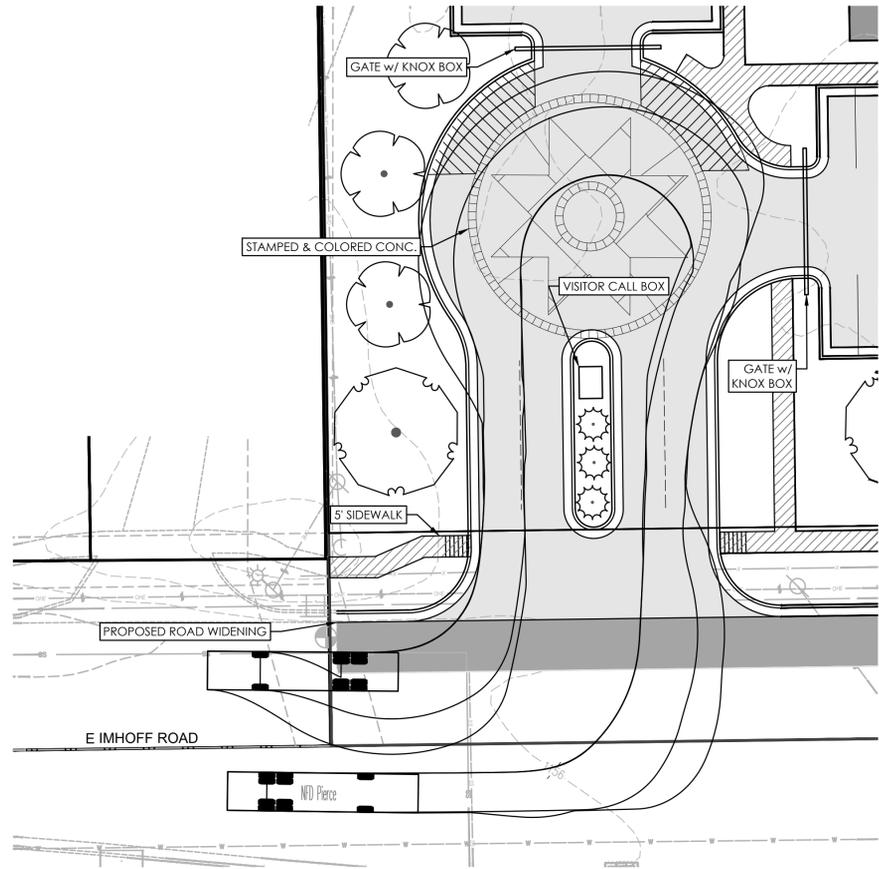
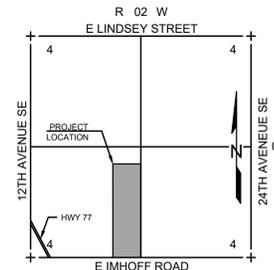
300 Painte Parkway Blvd.
 Yukon, Oklahoma 73099

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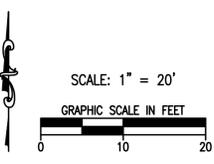
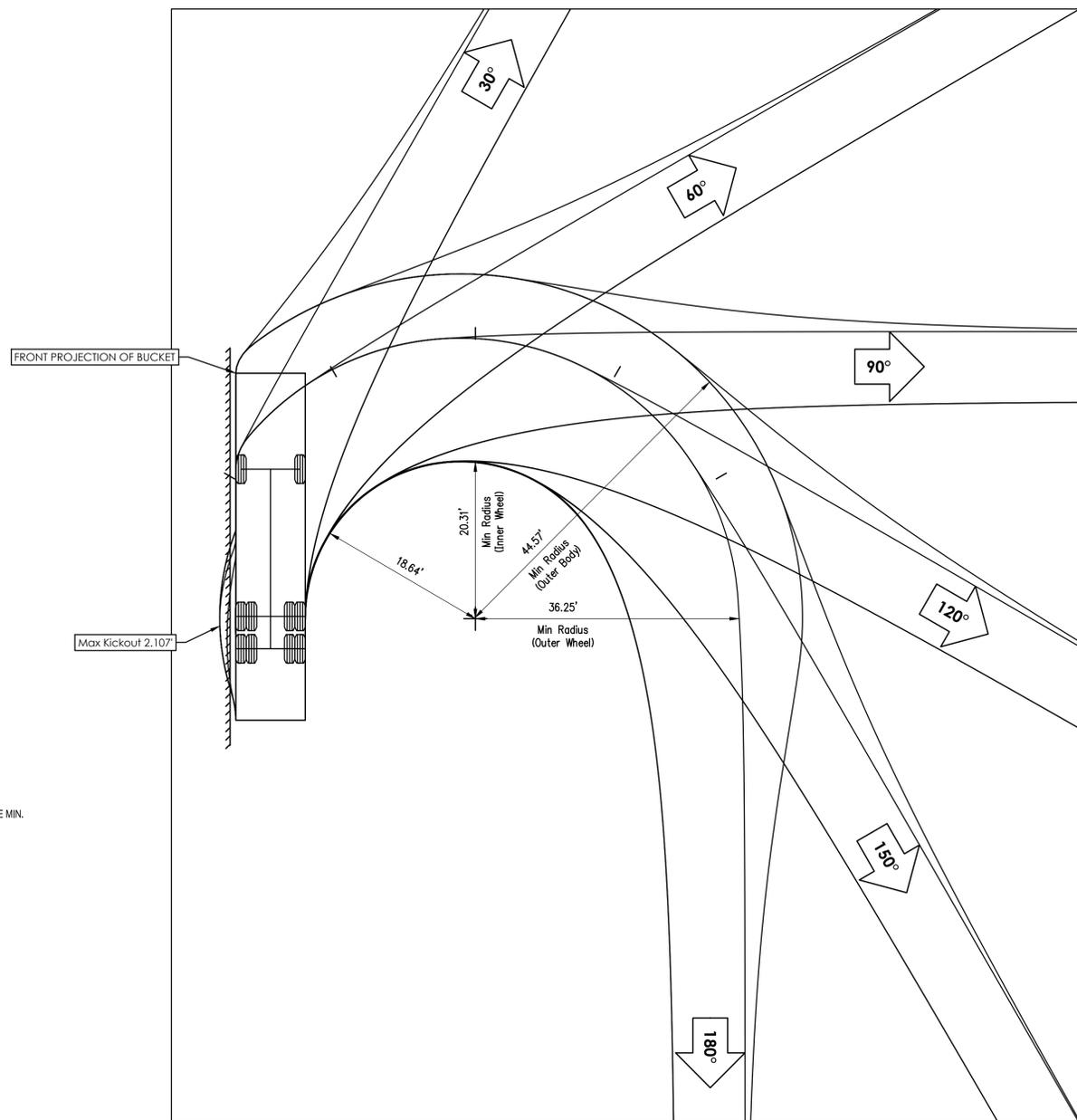
SHEET NO.: 1 OF 2
 DATE: 1/8/2026
 PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION: CA 979 (PLS) EXPIRES 6/30/2026

WEST GATED ACCESS EXHIBIT
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



-  QUERCUS SHUMARDII / SHUMARD RED OAK 2" CAL. 8-10' HT.
-  ACER SACCHARUM 'AUTUMN SPLENDOR' / CADDO SUGAR MAPLE 2.5" CAL. TYPE 1 & 2
-  ACER RUBRUM 'AUTUMN GLORY' / AUTUMN GLORY MAPLE 2" CAL. 10'-12' HT.
-  PINUS TAEDA / LOBLOLLY PINE 2" CAL. 8-10' HT.
-  LAGERSTROEMIA X TUSCARORA / RED CRAPE MYRTLE MULTI-TRUNK MULTI-TRUNK, 3-1" CANE MIN.



**WEST GATED ACCESS EXHIBIT
COLERAINE MULTI-FAMILY**

300 Points Parkway Blvd.
Yukon, Oklahoma 73099

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405.787.6270 | 405.787.6271
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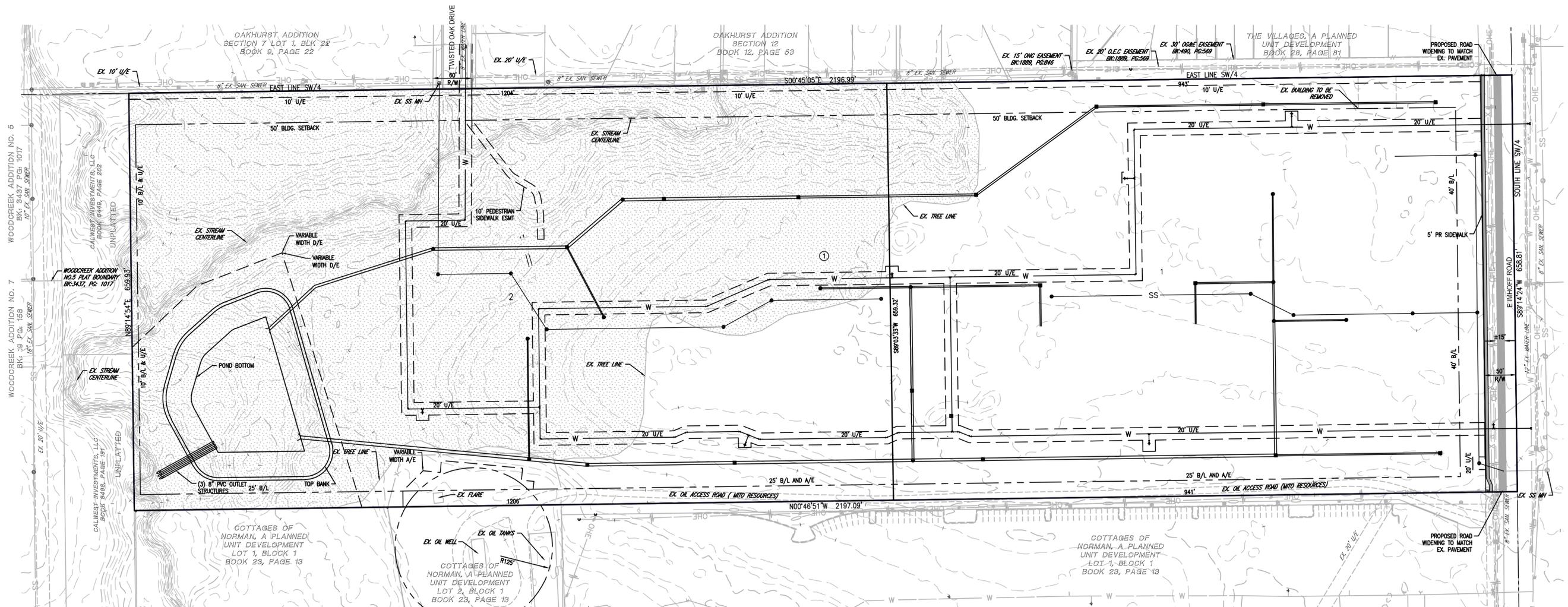
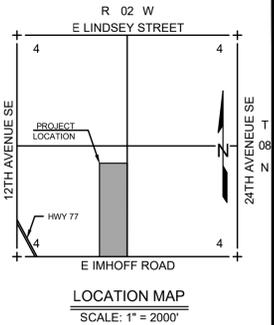
SHEET NO.: 2 OF 2
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION:
CA 979 (PLS) EXPIRES 6/30/2026

DRAWING COURTESY: ARCHITECTURE MANUFACTURE CO. (L) 10/13/2025; CON PLAN 12/19/25

Received 1-09-2026

PRELIMINARY PLAT
OF
COLERAINE MULTIFAMILY,
A PLANNED UNIT DEVELOPMENT
A PART OF THE SW/4 OF SECTION 4, T8N -R2W, I.M.,
NORMAN, CLEVELAND COUNTY, OKLAHOMA



LOT COUNT:

RESIDENTIAL	2 LOTS	32.50 ACRES
-------------	--------	-------------

LEGEND

B/L	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX.	EXISTING
L.O.A.	LIMITS OF ACCESS
R/W	RIGHT-OF-WAY
U/E	UTILITY EASEMENT
A/E	ACCESS EASEMENT
SS	SANITARY SEWER
W	WATER LINE

ZONING:

CURRENT:	"A-2" AGRICULTURAL "I-2" INDUSTRIAL
PROPOSED:	"PUD" MULTI-FAMILY RESIDENTIAL

- NOTES
- Maintenance of the common areas, islands/medians in public rights-of-way, and drainage areas shown shall be the responsibility of the Property Owner. No structures, storage of material, grading, fill, or other obstructions, either temporary or permanent shall be placed within drainage areas shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.
 - A sidewalk shall be required on each lot and must be installed prior to the issuance of an Occupancy Permit.
 - Sidewalks are the responsibility of the developer and must be installed prior to the issuance of any Occupancy Permits. Arterial sidewalks will be provided in accordance with sidewalk ordinances.
 - All existing and proposed easements will be tied to lot corners on final plats. Final location of such to be subject to engineering review of public improvements.
 - All maintenance within the drainage detention facility shall be the right, duty and responsibility of the drainage area Property Owner; However, if maintenance is neglected or subject to other unusual circumstances and is determined to be a hazard or threat to public safety by the City, corrective maintenance may be performed by the governing jurisdiction with costs assessed and born upon said Drainage Area Property Owner. Officials representing the Public Works Department, shall have the right to enter upon the property for purposes of periodic inspection and/or corrective maintenance of the facility. Upon receiving written approval from the Public Works Department, Property Owner may construct improvements within the property, provided the improvement does not interfere with the function of the detention facility.
 - All Public Utilities shall be designed in accordance with the City of Norman Standards.
 - All Public Utilities will be in dedicated easements.
 - All Sanitary Sewer Lines to be 8" Dia. unless noted otherwise.
 - All Water Lines to be 8" Dia. unless noted otherwise.
 - Fire Hydrants will be located and installed in accordance with the Final Plans and the City of Norman Standards and Specifications.
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 - Property is located in the Bishop Creek watershed with a total drainage area of 7,411.20 Acres MOL.

LEGAL DESCRIPTION

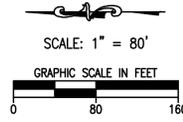
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BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 659.93 feet; thence S00°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.S. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 710062501076 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

CURRENT PROPERTY OWNER:	ENGINEER:
FOSTER FAMILY LIVING TRUST 1708 LENOX DR NORMAN, OK 73069	CRAFTON, TULL & ASSOCIATES, INC. BRADEN SHAFFER, P.E., CFM 300 POINTE PARKWAY BLVD YUKON, OK 73099
DEVELOPER:	PH: 405-787-6270 EMAIL: braden.shaffer@craftontull.com
COLERAINE CAPITAL GROUP, INC. 2100 GARDEN RD, BLDG A MONTEREY, CA 93940	SURVEYOR:
PH: 831-324-4227 EMAIL: bmoon@colerainecapital.com	CRAFTON, TULL & ASSOCIATES, INC. LEE ALLEN SCHROEDER, P.S. 300 POINTE PARKWAY BLVD YUKON, OK 73099
	PH: 405-787-6270 EMAIL: lee.schroeder@craftontull.com



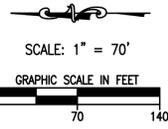
PRELIMINARY PLAT
COLERAINE MULTIFAMILY

300 Pointe Parkway Blvd.
Yukon, Oklahoma 73099

Crafton Tull
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405.787.6276 | 405.787.6276 f
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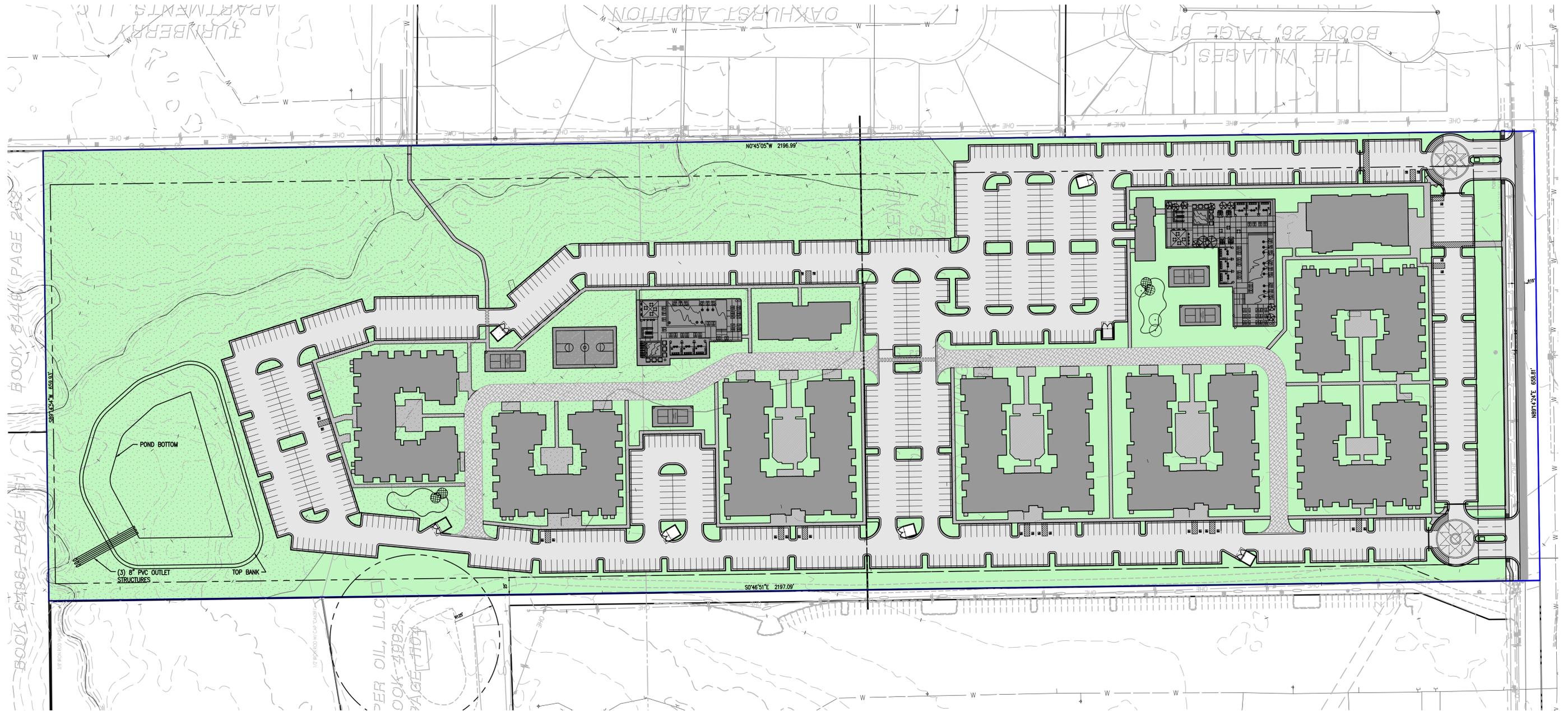
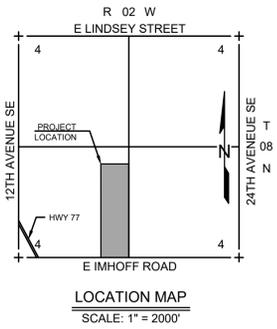
SHEET NO.: 1 OF 1
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION:
CA 973 PLSH EXPR 4082006



Received
1-09-2026

PERVIOUS VS IMPERVIOUS PLN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



SUMMARY	
SITE AREA:	32.50 ACRES
PERVIOUS AREA:	15.9 ACRES, 48.93%
IMPERVIOUS AREA:	16.6 ACRES, 51.07%

PERVIOUS VS IMPERVIOUS PLAN
1" = 70' - 0"

PERVIOUS VS IMPERVIOUS PLAN COLERAINE MULTI-FAMILY RESIDENTIAL		
<small>300 Pointe Parkway Blvd. Tulsa, Oklahoma 73099</small>		
 Crafton Tull <small>architecture engineering surveying</small> <small>405.787.6270 405.787.6271</small> <small>www.craftontull.com</small>	SHEET NO.: 1 OF 1 DATE: 1/8/2026 PROJECT NO.: 25603901	
	<small>CERTIFICATE OF AUTHORIZATION CA 979 (PLS) EXPIRES 6/30/2026</small>	
	<small>545</small>	

DRAWING COURTESY: PHOTOGRAPHY BY MANUELA COVA; LANDSCAPING BY PER OIL, LLO; BOOK 2592, PAGE 2102; VEGETATION

COLERAINE MULTIFAMILY

A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA

APPLICANT:
COLERAINE CAPITAL GROUP, INC.

APPLICATION FOR:
PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

Submitted July 1, 2025
Revised September 26, 2025

PREPARED BY:

RIEGER SADLER JOYCE LLC
136 Thompson Drive
Norman, Oklahoma 73069

TABLE OF CONTENTS

- I. INTRODUCTION
- II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS
 - A. Location
 - B. Existing Land Use and Zoning
 - C. Elevation and Topography
 - D. Drainage
 - E. Utility Services
 - F. Fire Protection Services
 - G. Traffic Circulation and Access
- III. DEVELOPMENT PLAN AND DESIGN CONCEPT
 - A. Uses Permitted
 - B. Development Criteria

EXHIBITS

- A. Legal Description of the Property
- B. Preliminary Site Development Plan
- C. Allowable Uses
- D. Preliminary Plat
- E. Green Space Exhibit

I. INTRODUCTION

Coleraine Capital Group, Inc. (the “**Applicant**”) intends to rezone and plat the property located at 1751 E. Imhoff Road, as more particularly described on **Exhibit A** (the “**Property**”), to a Planned Unit Development (“**PUD**”) in order to develop a multifamily residential community. The Property contains approximately 32.50 acres, and a preliminary conceptual site plan (the “**Site Plan**”) of the proposed development has been attached hereto as **Exhibit B**.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Property is located at 1751 E. Imhoff Road, which is generally situated north of East Imhoff Road between Classen Blvd. and 24th Ave. SE, as is more particularly shown on the attached exhibits.

B. Existing Land Use and Zoning

The Property is currently zoned A-2, Rural Agricultural, and I-1, Light Industrial. The Property consists of unimproved land with the exception of an existing structure on the southeastern edge of the Property.

The surrounding properties to the west are zoned PUD, Planned Unit Development. The properties to the north are zoned A-2, Rural Agricultural, and R-1, Single-Family Dwelling. The properties to the east are zoned RM-6, Medium Density Apartment, R-2, Two-Family Dwelling, R-1, Single-Family Dwelling, and PUD, Planned Unit Development. The property to the south is zoned I-1, Light Industrial.

C. Elevation and Topography

The Property contains elevations ranging approximately 1134 to 1160 feet and generally slopes south to north.

D. Drainage

A drainage report has been provided by the Applicant to City Staff as part of the Preliminary Plat application. The Applicant proposes stormwater and drainage management systems that will meet or exceed the City’s applicable ordinances.

E. Utility Services

All necessary utilities for this project are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by applicable City codes.

G. Traffic Circulation and Access

Access to the Property shall be permitted in the manner depicted on the attached Site Development Plan. The Applicant's proposal will include three (3) curb cuts that will serve as the access points to the Property.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in general compliance with the Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-509(g) of the City of Norman's PUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are incorporated herein by reference and further depict the development criteria for the Property.

A. Uses Permitted:

The Property will be developed into a multifamily residential development containing approximately 456 units with accompanying uses. A complete list of the allowable uses for the Property is attached as **Exhibit C**.

B. Development Criteria:

1. Building Height

Any building on the Property shall be allowed to reach a maximum height of five (5) stories, excluding any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

2. Area Regulations

The Property shall comply with the setbacks shown on the Preliminary Site Development Plan. The minimum building setback shall be ten feet (10') from the north property line. The minimum building setback shall be fifty feet (50') from the eastern property line. The minimum building setback shall be twenty-five feet (25') from the western property line. The minimum building setback shall be forty feet (40') from the south property line.

3. Exterior Materials

The exterior of the building may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof.

4. Sanitation

Trash dumpsters will be located as depicted on the Site Development Plan or in locations as may be approved by City sanitation services.

5. Signage

All signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

6. Open Space

Open space and green space areas shall be utilized on the Property as shown on the Green Space Exhibit, attached hereto as **Exhibit E** and fully incorporated herein. The Property will contain approximately seventeen (17) acres of green space comprising approximately 50% of the total area of the Property.

7. Parking

Parking for the Property may be developed in general compliance with the parking layout shown on the Site Development Plan. The Property shall comply with the City of Norman's applicable parking ordinances, as amended from time to time.

8. Exterior Lighting

All exterior lighting shall comply with the applicable provisions of the City of Norman's Commercial Outdoor Lighting Standards, as the same may be amended from time to time.

9. Landscaping and Fencing

Landscaping shall be provided and maintained in conformity to Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, of the City of Norman's Zoning Ordinance, as may be amended from time to time. Fencing shall not be required on the Property but may be installed around the perimeter of the Property. Fencing placement and height shall comply with applicable City ordinances, as amended from time to time.

10. Phasing

It is anticipated the Property will be developed in multiple phases. The timing and number of phases will be determined by market demand and absorption rates and shall comply with Norman City Code 36-509, PUD, Planned Unit Developments, as may be amended from time to time.

EXHIBIT A

Legal Description of the Property

A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

The East Half of the East Half of the Southwest Quarter (E/2 E/2 SW/4), less and except the North 440 feet, thereof.

EXHIBIT B

Preliminary Site Development Plan Full Size Documents Submitted to City Staff

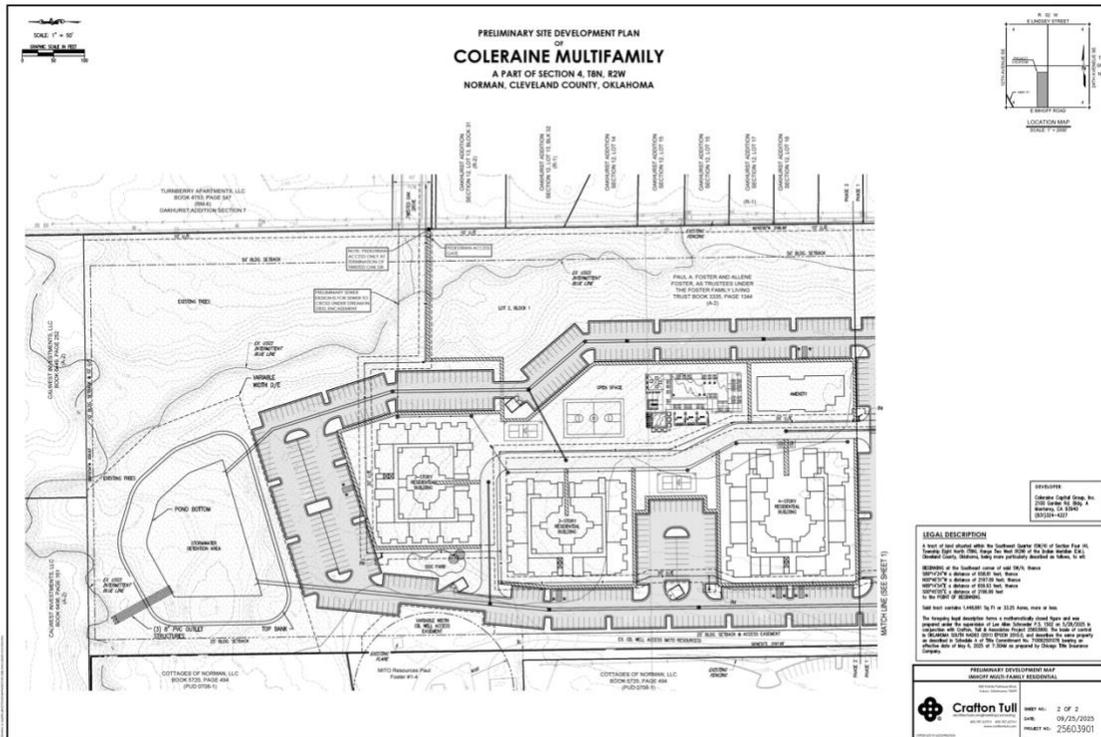
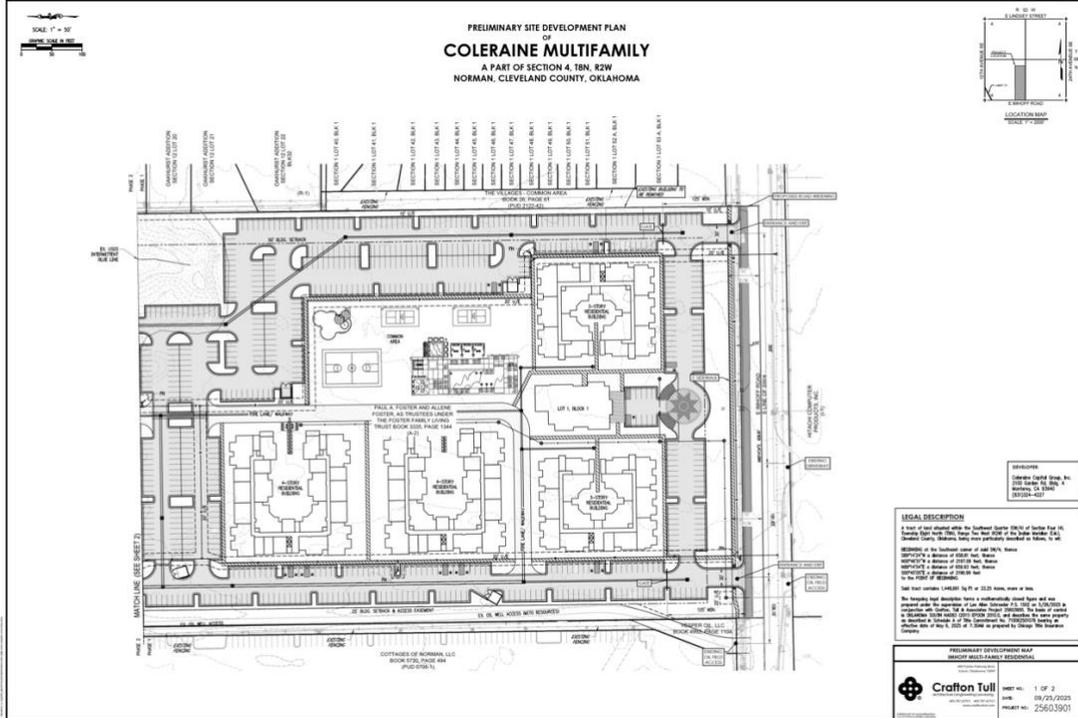


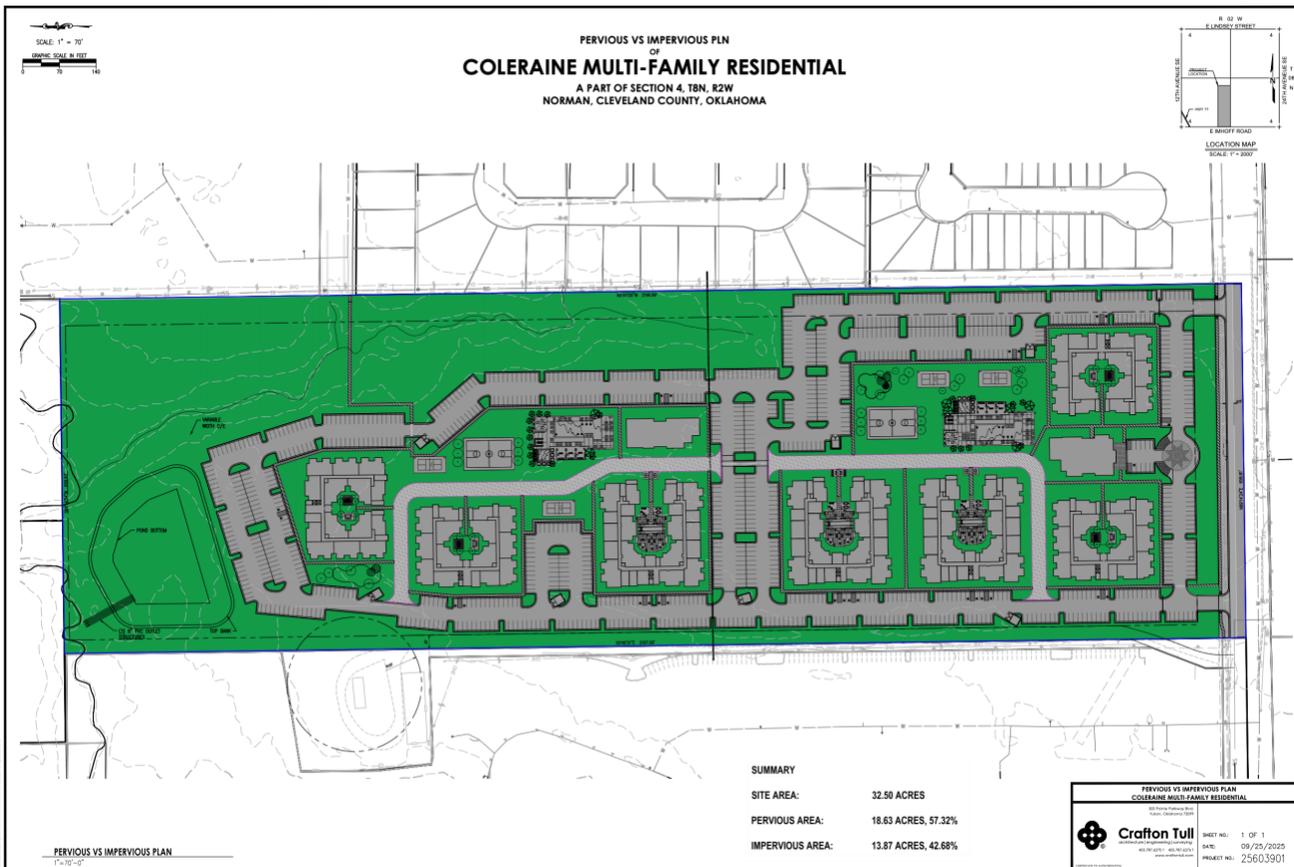
EXHIBIT C

Allowable Uses

- Apartment buildings
- Accessory buildings related to the maintenance and operation of the Property
- Leasing offices, pool areas, dog parks, sports courts, walking trails, fitness stations, outdoor grill areas, and similar recreational amenities for the residents of the development

EXHIBIT E

Green Space Exhibit Full Size Documents Submitted to City Staff



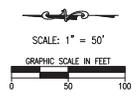
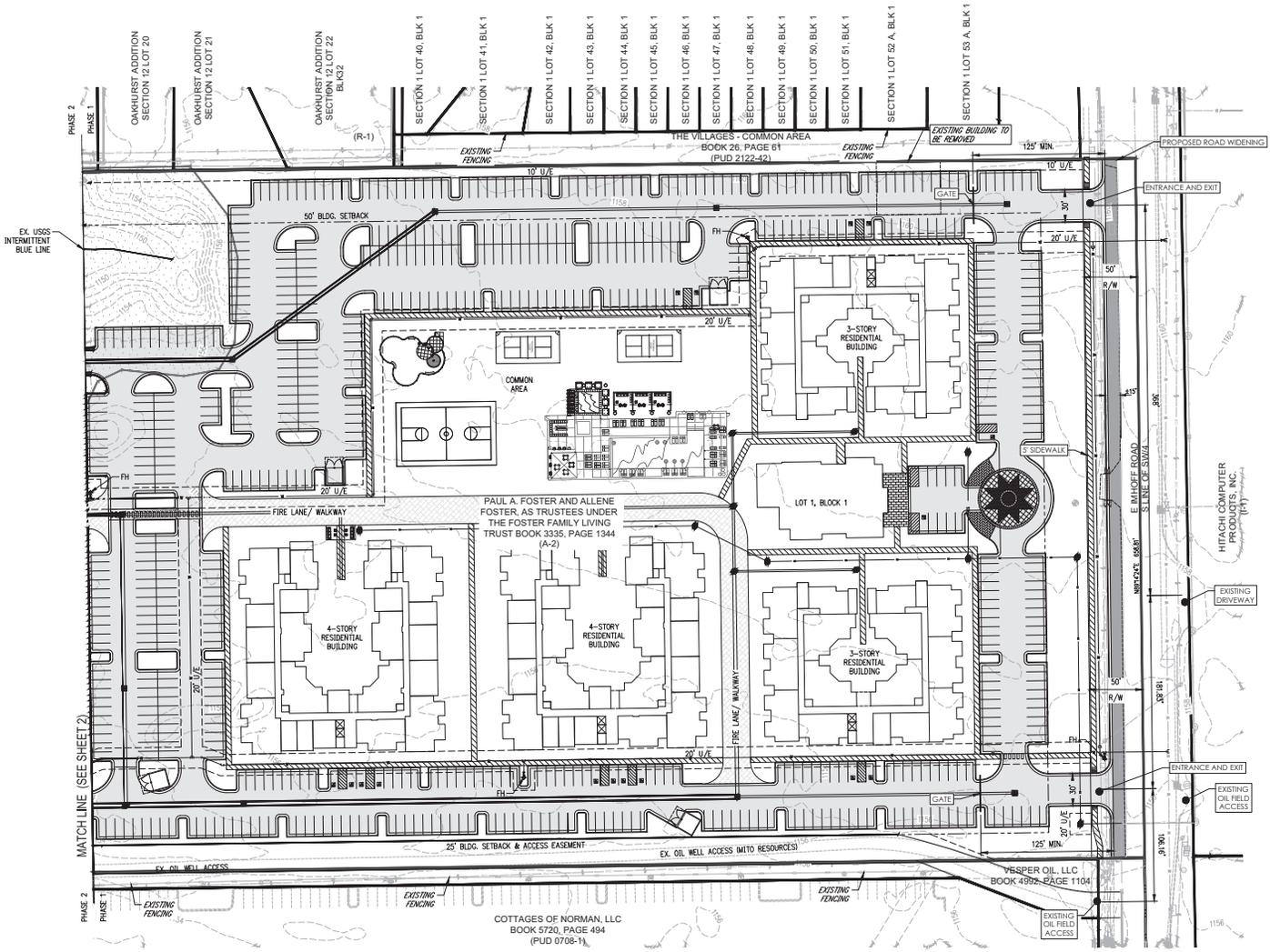
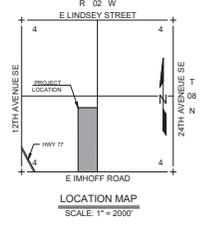


EXHIBIT B

PRELIMINARY SITE DEVELOPMENT PLAN OF COLERAINE MULTIFAMILY

A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA

Revised 12.11.25



DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION

A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (8N), Range Two West (2W) of the Indian Meridian G.M., Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N0°46'57"W a distance of 2197.59 feet; thence N89°14'54"E a distance of 659.93 feet; thence S07°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.E. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 710062501076 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

**PRELIMINARY DEVELOPMENT MAP
IMHOFF MULTI-FAMILY RESIDENTIAL**

300 Pacific Parkway Blvd.
Tulsa, Oklahoma 74109

Crafton Tull
craftontull.com | crafftoll.com | tulsaoffice.com
405.767.6270 | 405.767.6271
www.craftontull.com

SHEET NO: 1 OF 2
DATE: 09/25/2025
PROJECT NO: 25603901

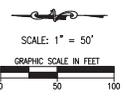
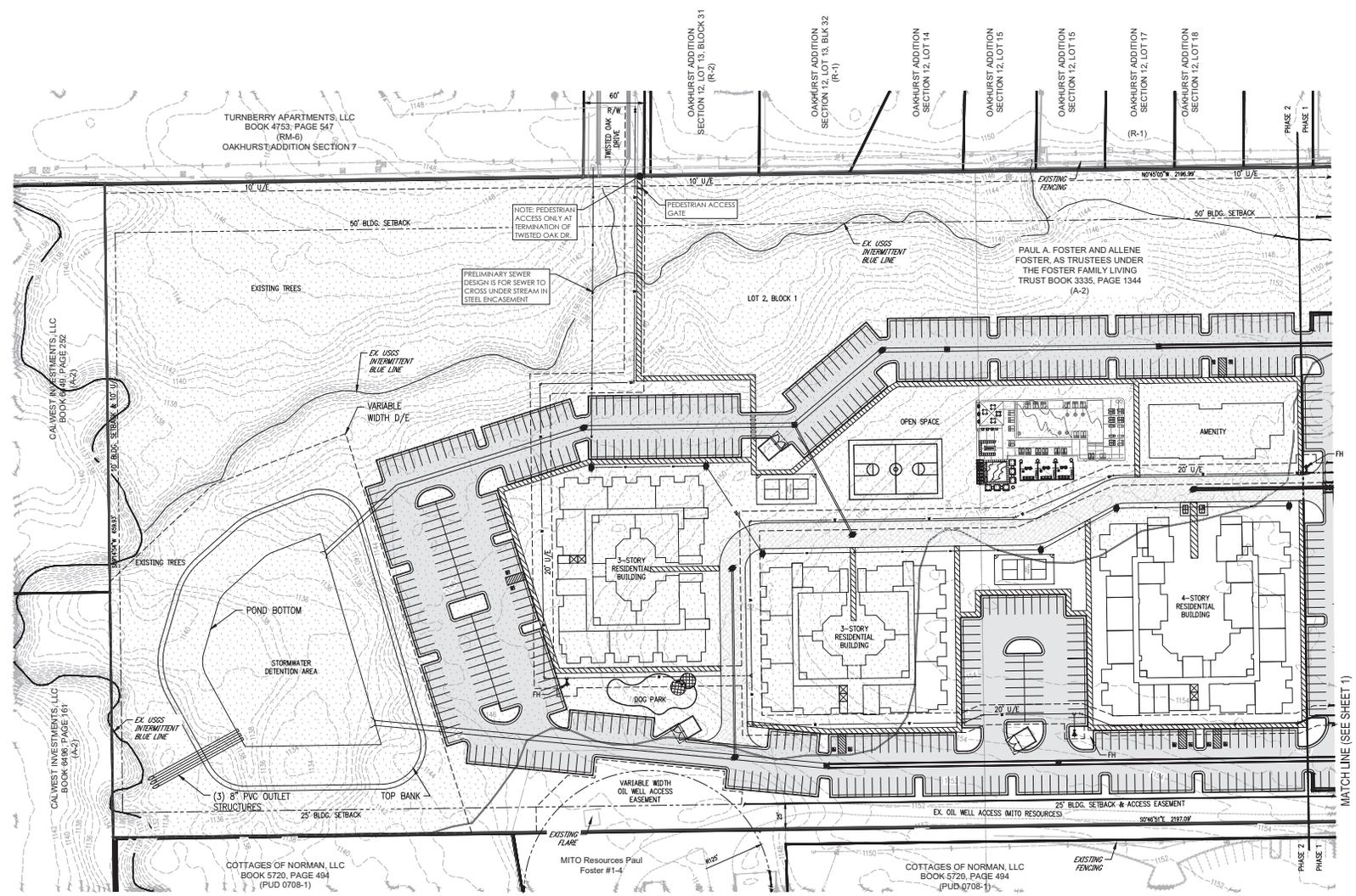


EXHIBIT B

PRELIMINARY SITE DEVELOPMENT PLAN OF COLERAINE MULTIFAMILY

A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA

Revised 12.11.25



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2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

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**PRELIMINARY DEVELOPMENT MAP
IMHOFF MULTI-FAMILY RESIDENTIAL**

300 Prairie Parkway Blvd.
Norman, Oklahoma 73069

Crafton Tull
architects | engineers | planners

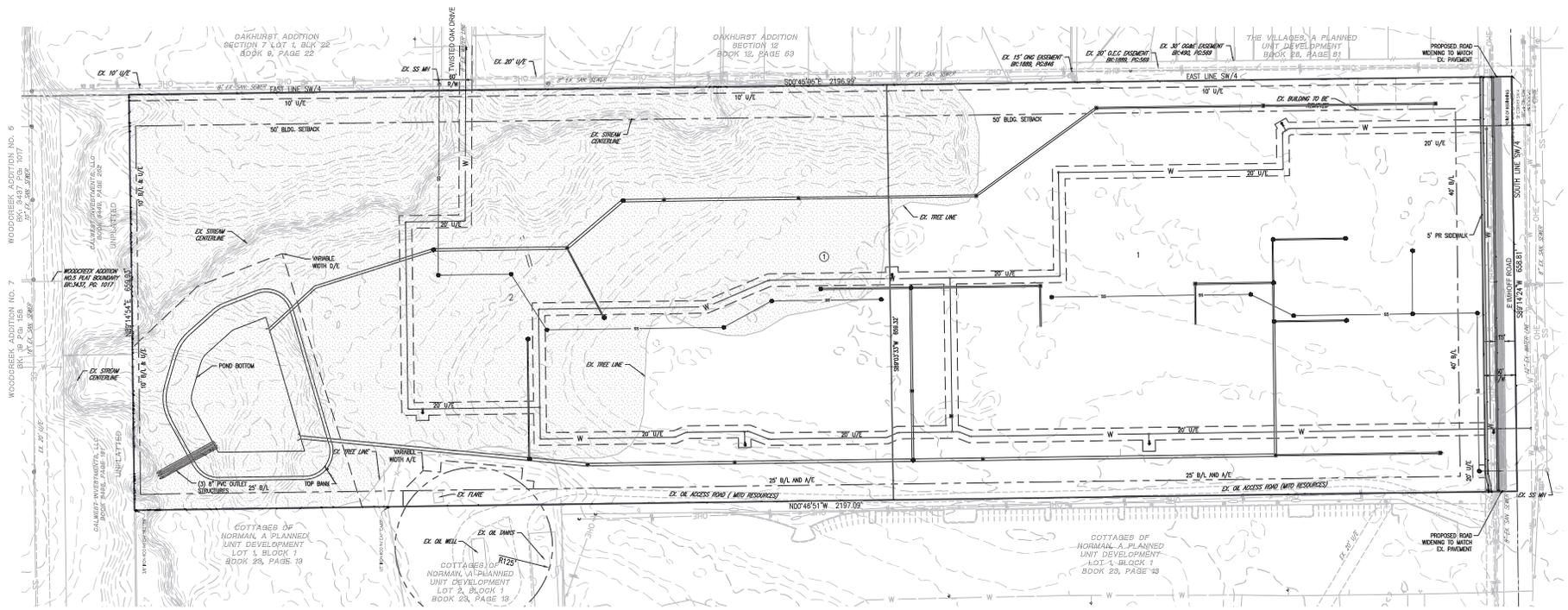
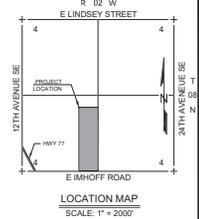
405.787.6270 | 405.787.6271
www.craftontull.com

SHEET NO: 2 OF 2
DATE: 09/25/2025
PROJECT NO: 25603901

EXHIBIT D

PRELIMINARY PLAT OF COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT A PART OF THE SW/4 OF SECTION 4, T8N -R2W, I.M., NORMAN, CLEVELAND COUNTY, OKLAHOMA

Revised 12.11.25



LOT COUNT:

RESIDENTIAL	2 LOTS	32.50 ACRES
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B/L	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX	EXISTING
L.O.A.	LIMITS OF ACCESS
R/W	RIGHT-OF-WAY
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- NOTES
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CURRENT PROPERTY OWNER: FOSTER FAMILY LIVING TRUST 1708 LENOX DR NORMAN, OK 73069	ENGINEER: CRAFTON, TULL & ASSOCIATES, INC. BRADEN SHAFFER, P.E., CFM 300 POINTE PARKWAY BLVD YUKON, OK 73099
DEVELOPER: COLERAINE CAPITAL GROUP, INC. 2100 GARDEN RD, BLDG A MONTEREY, CA 93940	PH: 405-787-6270 EMAIL: braden.shaffer@craftontull.com
PH: 831-324-4227 EMAIL: bmoon@colerainecapital.com	SURVEYOR: CRAFTON, TULL & ASSOCIATES, INC. LEE ALLEN SCHROEDER, P.S. 300 POINTE PARKWAY BLVD YUKON, OK 73099
	PH: 405-787-6270 EMAIL: lee.schroeder@craftontull.com

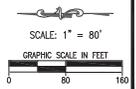
PRELIMINARY PLAT
COLERAINE MULTIFAMILY

300 Pointe Parkway Blvd
Yukon, Oklahoma 73099

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SHEET NO.: 1 OF 1
DATE: 09/25/2025
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UNIVERSITY OF OKLAHOMA
CIVIL ENGINEERING DEPARTMENT

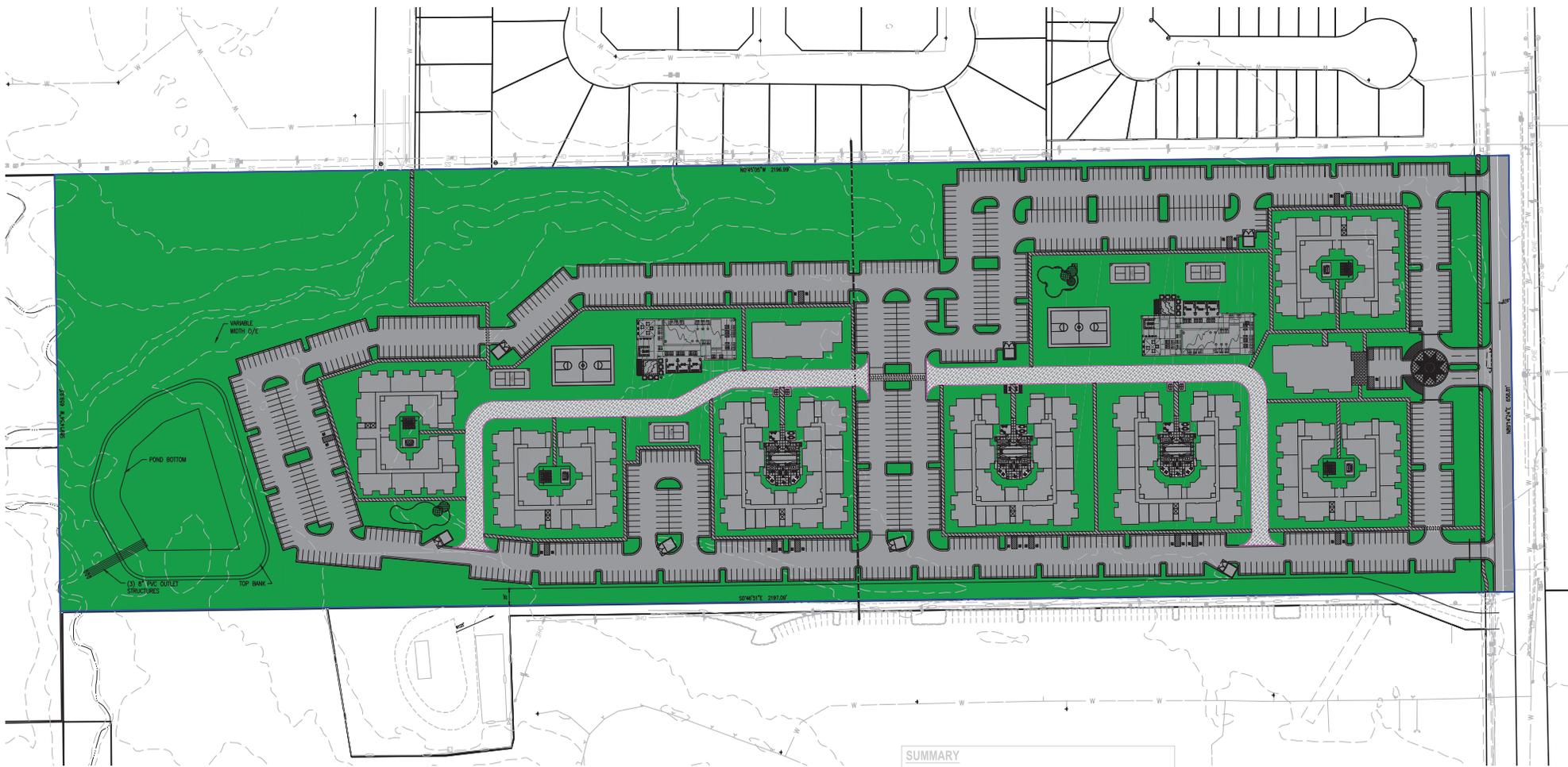
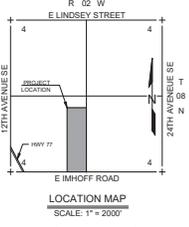


SCALE: 1" = 70'
GRAPHIC SCALE IN FEET
0 70 140

EXHIBIT E

PERVIOUS VS IMPERVIOUS PLN OF COLERAINE MULTI-FAMILY RESIDENTIAL A PART OF SECTION 4, T8N, R2W NORMAN, CLEVELAND COUNTY, OKLAHOMA

Revised 11.25.25



SUMMARY	
SITE AREA:	32.50 ACRES
PERVIOUS AREA:	18.56 ACRES, 57.11%
IMPERVIOUS AREA:	13.94 ACRES, 42.89%

PERVIOUS VS IMPERVIOUS PLAN
1"=70'-0"

PERVIOUS VS IMPERVIOUS PLAN
COLERAINE MULTI-FAMILY RESIDENTIAL

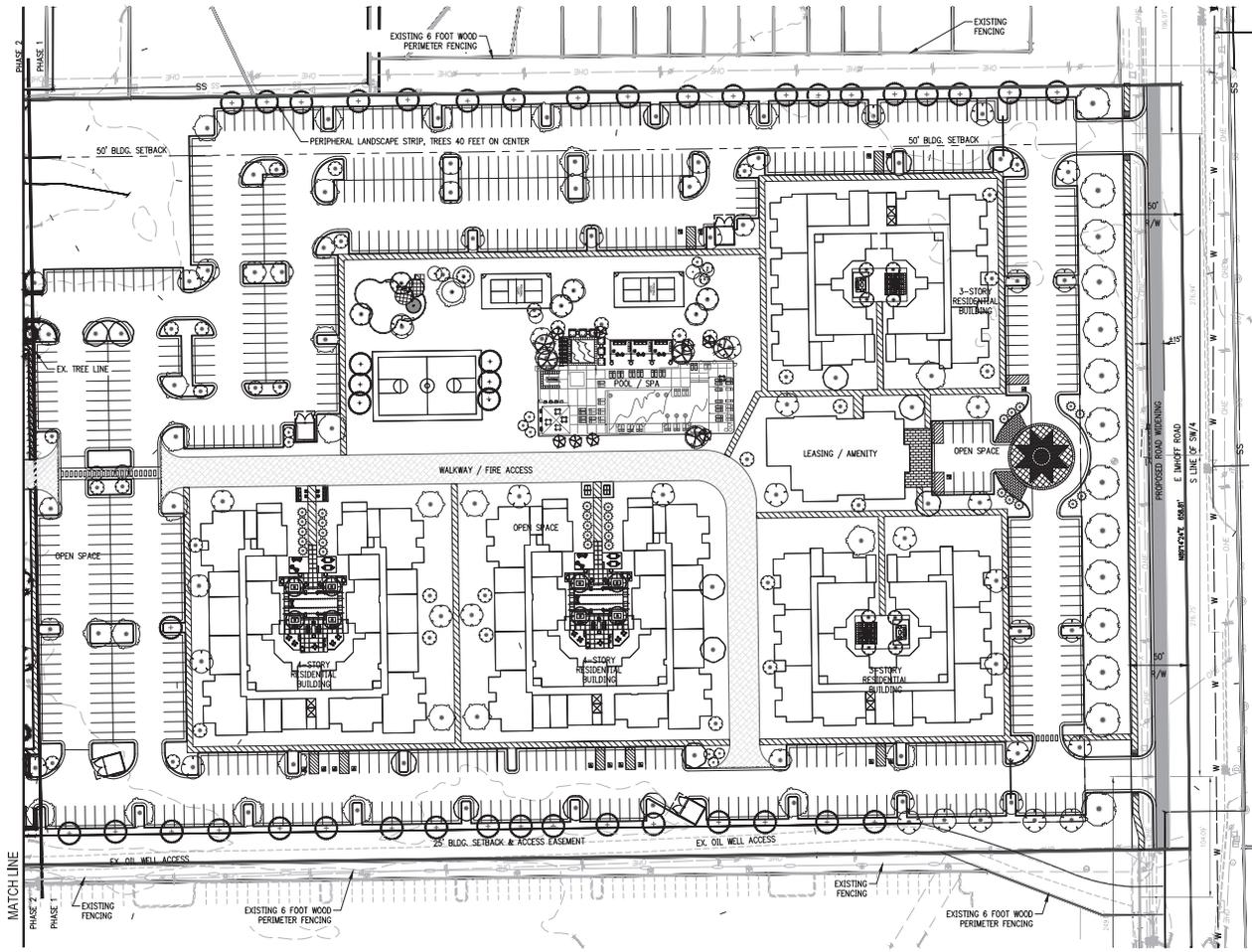
300 Prairie Parkway Blvd.
Norman, Oklahoma 73069

Craffon Tull
architects | engineers | surveyors
405.787.4270 | 405.787.4271
www.craffontull.com

SHEET NO: 1 OF 1
DATE: 09/04/2025
PROJECT NO: 25603901

PRELIMINARY SITE LANDSCAPE PLAN
 OF
COLERAINE MULTI-FAMILY RESIDENTIAL
 A PART OF SECTION 4, T8N, R2W
 NORMAN, CLEVELAND COUNTY, OKLAHOMA

SCALE: 1" = 50'
 GRAPHIC SCALE IN FEET



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	CONT.
TREES			
(Symbol)	20	ACER RUBRUM / ARMSTRONG / ARMSTRONG RED MAPLE	2 1/2" CAL.
(Symbol)	23	ACER RUBRUM / AUTUMN GLORY / AUTUMN GLORY MAPLE	2" CAL. 10-12' HT.
(Symbol)	62	ACER SACCHARUM / AUTUMN SPLENDOR / CADDY SUGAR MAPLE	2.5" CAL. TYPE 1 & 2
(Symbol)	81	CERCIS CANADENSIS / OKLAHOMA / OKLAHOMA REDBUD	2.5" CAL TOTAL, 3" TRUNK MIN.
(Symbol)	14	CUPRESSUS ARIZONICA / BLUE ICE / ARIZONA CYPRESS	7' MIN. FULL TO GROUND
(Symbol)	42	LAGERSTROEMIA X TUSCARORA / RED CRAPE MYRTLE MULTI-TRUNK / MULTI-TRUNK 3-1" CANE MIN.	
(Symbol)	66	PINUS TAEDA / LOBLOLLY PINE	2" CAL. 8-10' HT.
(Symbol)	40	PISTACHIA CHINENSIS / CHINESE PISTACHE	2" CAL. 8-10' HT.
(Symbol)	14	QUERCUS SHUMARONI / SHUMARD RED OAK	2" CAL. 8-10' HT.
(Symbol)	21	TAXODIUM DISTICHUM / BALD CYPRESS	2" CAL. 8-10' HT.
(Symbol)	43	ULMUS PARVIFOLIA / LACEBARK ELM	2" CAL. 10-12' HT.

ORDINANCE REQUIREMENTS

INTERIOR REQUIREMENTS
 15 SQUARE FEET OF INTERNAL ISLANDS FOR EACH INTERIOR PARKING SPACE
 INTERIOR PARKING SPACES, EXCLUDING SPACES ABUTTING A PERIMETER FOR WHICH LANDSCAPING IS REQUIRED: 911
 911 X 15 = 13,665 SQUARE FEET REQUIRED INTERNAL ISLANDS
 INTERNAL ISLANDS PROVIDED: 28,510 SQ. FT.

1 TREE FOR EVERY 100 SQUARE FEET OF REQUIRED LANDSCAPE AREA
 13,665 SQUARE FEET / 100 = 136.65 TREES
 NUMBER OF TREES PROVIDED WITHIN ISLANDS: 138

STREET LANDSCAPING REQUIREMENTS ADJACENT TO E. IMHOFF RD.:
 AT LEAST ONE TREE PER 40 LINEAR FEET

PERIPHERAL LANDSCAPING REQUIREMENTS:
 AT LEAST ONE TREE PER 40 LINEAR FEET, 20% EVERGREEN MINIMUM

NOTE:
 SSD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMDA SSD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION, INCLUDING GRADING, AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SOODED.
 AUTOMATIC IRRIGATION SYSTEM WITH MANUAL QUICK COUPLERS TO BE PROVIDED BY OWNER.

LANDSCAPE PLAN
 1" = 50'-0"

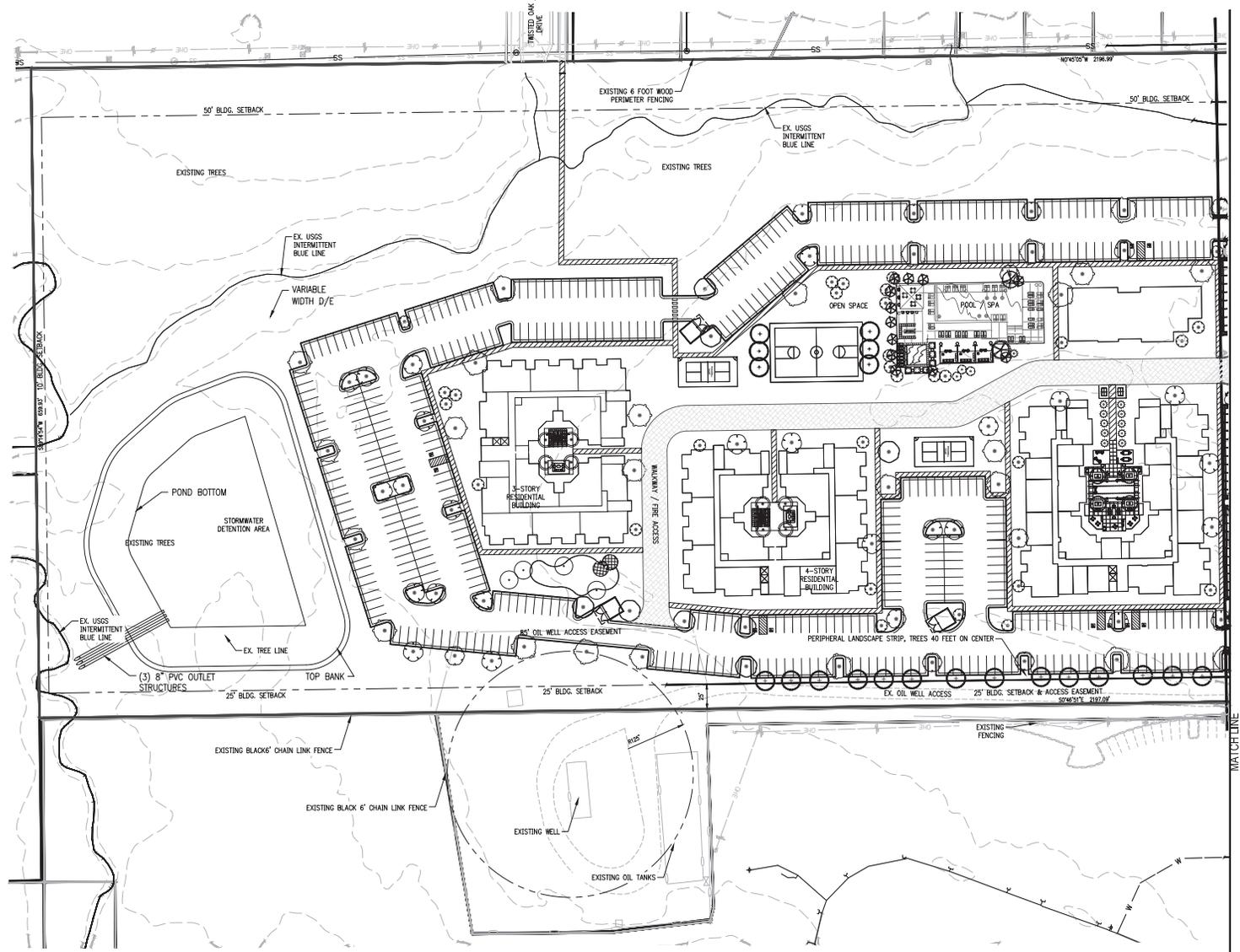
PRELIMINARY LANDSCAPE PLAN
 COLERAINE MULTI-FAMILY RESIDENTIAL

Craffon Tull
 300 Parkside Parkway Blvd.
 Norman, Oklahoma 73069
 405.787.4270 | 405.787.4271
 www.craffontull.com

SHEET NO: 1 OF 3
 DATE: 09/25/2025
 PROJECT NO: 25603901

PRELIMINARY SITE LANDSCAPE PLAN
 OF
COLERAINE MULTI-FAMILY RESIDENTIAL
 A PART OF SECTION 4, T8N, R2W
 NORMAN, CLEVELAND COUNTY, OKLAHOMA

SCALE: 1" = 50'
 GRAPHIC SCALE IN FEET



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	CONT
TREES			
(Symbol)	20	ACER RUBRUM ARMSTRONG / ARMSTRONG RED MAPLE	2 1/2' CAL.
(Symbol)	23	ACER RUBRUM AUTUMN GLORY / AUTUMN GLORY MAPLE	2' CAL. 10'-12' HT.
(Symbol)	62	ACER SACCHARUM AUTUMN SPLENDOR / CADDO SUGAR MAPLE	2.5' CAL. TYPE 1 & 2
(Symbol)	81	CERCIS CANADENSIS 'OKLAHOMA' / OKLAHOMA REDBUD	2.5' CAL. TOTAL 3-TRUNK MIN.
(Symbol)	14	CUPRESSUS ARIZONICA 'BLUE ICE' / ARIZONA CYPRESS	7' MIN. FULL TO GROUND
(Symbol)	42	LAGERSTROEMIA X TUSCARORA / RED CRAPE MYRTLE MULTI-TRUNK	MULTI-TRUNK 3-1" CANE MIN.
(Symbol)	66	PNUS TAEDA / LOBLOLLY PINE	2' CAL. 8-10' HT.
(Symbol)	40	PRISTACA CHINENSIS / CHINESE PRISTACHE	2' CAL. 8-10' HT.
(Symbol)	14	QUERCUS SHUMARDI / SHUMARD RED OAK	2' CAL. 8-10' HT.
(Symbol)	21	TAXODIUM DISTICHUM / BALD CYPRESS	2' CAL. 8-10' HT.
(Symbol)	43	ULMUS PARVIFOLIA / LACEBARK ELM	2' CAL. 10'-12' HT.

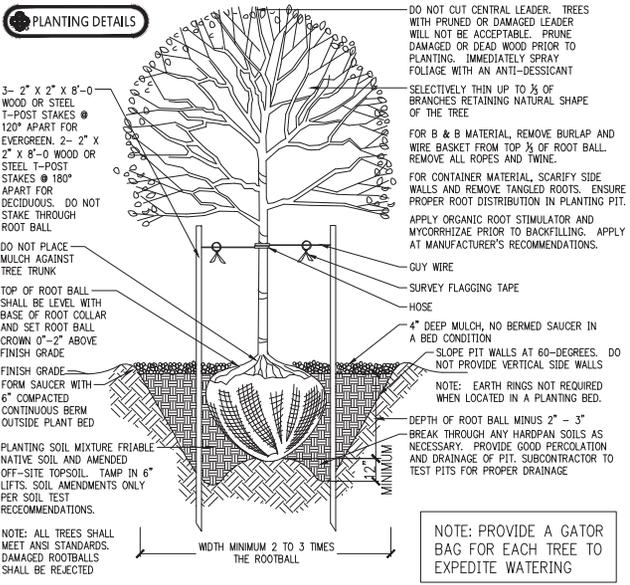
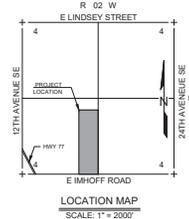
LANDSCAPE PLAN
 1"=50'-0"

PRELIMINARY LANDSCAPE PLAN
 COLERAINE MULTI-FAMILY RESIDENTIAL

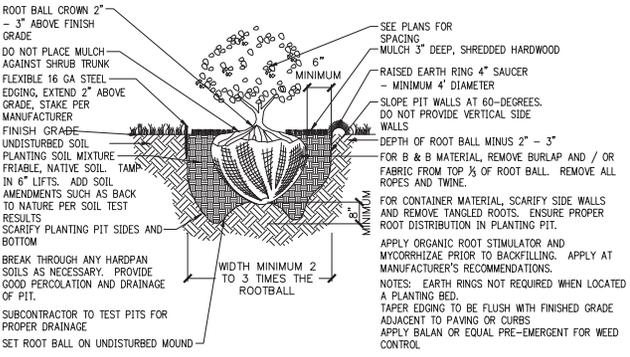
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 300 Prairie Parkway Blvd.
 Norman, Oklahoma 73069
 405.787.6270 | 405.787.6271
 www.craftontull.com

SHEET NO: 2 OF 3
 DATE: 09/25/2025
 PROJECT NO: 25603901

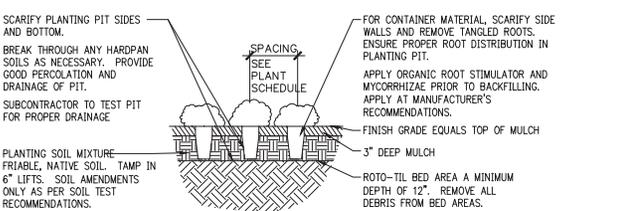
PRELIMINARY SITE LANDSCAPE PLAN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



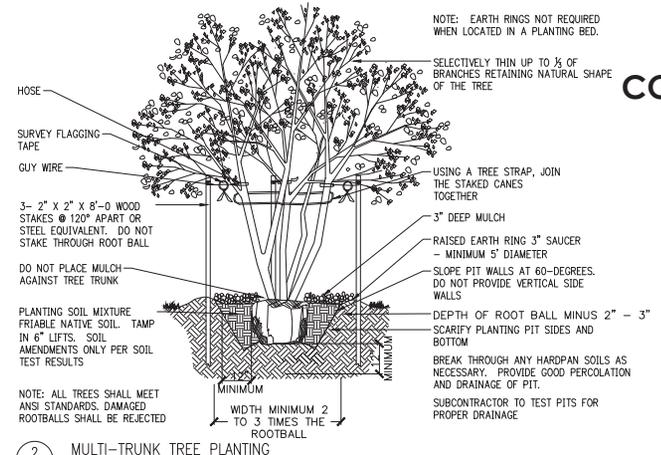
1 TREE PLANTING
(L-501) NOT TO SCALE



3 SHRUB / ORNAMENTAL GRASSES PLANTING
(L-501) NOT TO SCALE



4 GROUND COVER PLANTING
(L-501) NOT TO SCALE



2 MULTI-TRUNK TREE PLANTING
(L-501) NOT TO SCALE

PLANTING NOTES

1. THE QUANTITIES ON THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE GRAPHIC REPRESENTATIONS ON THE DRAWINGS TAKE PRECEDENT. VERIFY INDICATED QUANTITIES AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
2. NO SUBSTITUTIONS AS TO SIZE, TYPE, SPACING, QUANTITY OR QUALITY OF PLANT MATERIAL SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF EITHER THE OWNER'S REPRESENTATIVE OR THE PROJECT LANDSCAPE ARCHITECT. CHANGES IN PLANT MATERIAL MAY CONSTITUTE PLAN RE-APPROVAL.
3. PLANTS SHALL BE SUPPLIED AT THE SIZES SPECIFIED ON THE DRAWINGS. THE SIZES SHOWN ARE THE MINIMUM REQUIRED FOR EACH CATEGORY (HEIGHT, SPREAD, CALIPER, CONTAINER SIZE ETC.). THE PLANTS SUPPLIED MUST CONFORM TO ALL OF THE MINIMUM DIMENSIONS INDICATED. PLANTS OF LARGER SIZE MAY BE USED IF ACCEPTABLE TO THE OWNER AT NO ADDITIONAL COST AND IF SIZE OF CONTAINER OR ROOT BALLS, HEIGHT, AND SPREAD ARE INCREASED PROPORTIONATELY IN ACCORDANCE WITH ANSI Z60.1, 2004 EDITION. ALL OTHER QUALITY REQUIREMENTS OF THE PLANT MATERIAL MUST ALSO BE ADHERED.
4. ALL PLANTS MUST BE NURSERY GROWN. ALL TREES SHALL COMPLY WITH ANSI Z60.1, 2004 EDITION AND THE URBAN TREE FOUNDATION GUIDELINE FOR NURSERY TREE QUALITY, 2009 EDITION. ALL PLANTS SHALL BE HIGHEST QUALITY, FIRST CLASS REPRESENTATIVES OF THEIR SPECIES. SECONDS, CULLS, OR PARK GRADE MATERIAL WILL BE REJECTED.
5. CALIPER SIZE IS NOT TO BE REDUCED. CALIPER MEASUREMENTS SHALL BE TAKEN IN ACCORDANCE WITH ANSI STANDARDS.
6. ALL TREES EXCEPT MULTI-TRUNKED MUST BE STRAIGHT TRUNKED, HAVE A STRONG CENTRAL LEADER, FULL HEADED, AND MEET THE MINIMUM REQUIREMENTS. TREES WITH "Y" SHAPE ARE NOT ACCEPTABLE UNLESS THAT SHAPE IS NATURAL TO THE GROWTH HABIT OF THE SPECIES. TREES THAT HAVE BEEN FRESHLY PRUNED TO MEET THESE SPECIFICATIONS SHALL BE REJECTED.
7. THE PLANT'S VEGETATIVE CANOPY SHOULD BE MOSTLY SYMMETRICAL AND FREE OF LARGE VOIDS OR FLAT SURFACE AREAS.
8. TREES AND SHRUBS MOVED DURING PERIODS OF HIGH TRANSPIRATION SHALL BE SPRAYED WITH AN ANTI-DESSICANT PRIOR TO MOVING. APPLY AND REMOVE ANTI-DESSICANTS ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.
9. TREES SHALL BE STAKED AND GUYED AS DETAILED. STAKE AND GUYED MATERIALS SHALL BE REMOVED BY THE LANDSCAPE SUBCONTRACTOR SIX (6) MONTHS AFTER FINAL ACCEPTANCE.
10. AMENDMENTS AND FERTILIZER BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO SOIL TEST RECOMMENDATIONS ALONG WITH THE TOPSOIL.
11. PRIOR TO COMMENCEMENT OF INSTALLATION, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UTILITIES AND SHALL AVOID DAMAGING UTILITIES DURING INSTALLATION. ANY UTILITIES DAMAGED DURING INSTALLATION SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR TO THE SATISFACTION OF THE APPROPRIATE UTILITY COMPANY AND THE GENERAL CONTRACTOR. ALL REPAIRS SHALL BE AT NO COST TO THE OWNER, CALL OKLAHOMA ONE-CALL SYSTEM AT 1-800-522-OKIE.
12. ALL PLANT BEDS SHALL BE THOROUGHLY ROTO-TILLED A MINIMUM OF TWELVE INCHES (12") PRIOR TO PLANT PLACEMENT. AMENDMENTS, IF REQUIRED BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO THE TEST RESULT RECOMMENDATIONS. PROVIDE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES.
13. THE LANDSCAPE CONTRACTOR SHALL UTILIZE ON-SITE TOPSOIL AS AVAILABLE UNLESS DEEMED NECESSARY TO BRING IN NEW TOPSOIL. ALL UNEVEN AREAS CAUSED BY PLANTING SHALL BE GRADED SMOOTH. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE PROJECT SHALL BE CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
14. ALL PLANTS SHALL BE PLACED WITH THE BEST FACE FORWARD, TOWARDS THE STREET WHENEVER POSSIBLE.
15. ALL PLANTS SHOULD BE PRUNED OR BROKEN AND DEAD WOOD AS NECESSARY PRIOR TO INSTALLATION. REMOVE NO MORE THAN 1/3 OF THE BRANCHING. DO NOT PLANT WHEN GROUND IS FROZEN OR MUDDY.
16. MULCH SHALL BE SHREDDED HARDWOOD PLACED TO A DEPTH OF 3".
17. PRE-EMERGENT HERBICIDES, TRIFLURALIN, EPTAM, PREEM, OR APPROVED EQUAL, SHALL BE APPLIED TO ALL PLANTING BEDS PRIOR TO MULCHING. APPLY AT MANUFACTURERS RATES AND RECOMMENDATIONS.
18. APPLY ORGANIC ROOT STIMULATOR, CONTAINING MYCORRHIZAE, TO ALL PLANTS PRIOR TO BACKFILLING. APPLY AT MANUFACTURERS RATES AND RECOMMENDATIONS.
19. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE PLANT INSTALLATIONS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE RE-MULCHING, WATERING, WEEDING, APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY. MAINTENANCE SHALL INCLUDE ALL PLANTINGS, TREES, AND GROUND COVERS.
20. THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL PLANTS SHALL BE IN A HEALTHY AND THRIVING CONDITION ACCORDING TO THE NATURAL GROWTH HABITS OF THE INDIVIDUAL SPECIES AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE PLANT MATERIAL FOR ONE YEAR AFTER FINAL ACCEPTANCE.

TURF NOTES

1. SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SODDED.
2. REMOVE ALL WEEDS, GRASS AND ANY DEBRIS LARGER THAN 1" IN DIAMETER FROM ALL AREAS TO BE SODDED. SODDED AREAS ARE TO BE ROTO-TILLED TO A DEPTH OF 6" AND ROUGH GRADED. TOPSOIL SHALL BE ADDED TO A DEPTH OF 4". SOIL AMENDMENTS AND FERTILIZER BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO SOIL TEST RECOMMENDATIONS ALONG WITH THE TOPSOIL.
3. GRADE SODDED AREAS SMOOTH TO WITHIN 1" OF FINISH GRADE AND ENSURE PROPER DRAINAGE AWAY FROM ALL STRUCTURES. ROLL SURFACE WITH A ROLLER TO ACHIEVE A SMOOTH FIRM SURFACE.
4. LAY SOD WITHIN 24 HOURS OF DELIVERY. LAY SOD WITH ENDS STAGGERED. LAY SOD PERPENDICULAR TO ANY SLOPES AND STAKE WITH NAILS OR PEGS ACCORDING TO MANUFACTURER RECOMMENDATIONS. ROLL SOD AGAIN AFTER INSTALLATION TO ENSURE GOOD CONTACT WITH THE SOIL.
5. WATER SOD THOROUGHLY AFTER INSTALLATION. FOR THE FIRST FEW WEEK AFTER SODDING, WATER DAILY JUST ENOUGH TO MOISTEN THE GRASS AND UNDERLYING SOIL. MAY NEED TO WATER TWO OR THREE TIMES A DAY. AVOID PUDDLING AND RUN-OFF.
6. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL SODDED AREAS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT IS TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE MOWING, WATERING, EDGING AND WEEDING. APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY.
7. THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL SODDED AREAS ARE IN A HEALTHY AND THRIVING CONDITION AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE THE TURF FOR A PERIOD OF SIX MONTHS AFTER FINAL ACCEPTANCE.

IRRIGATION NOTES

1. THE IRRIGATION SHALL BE PERFORMED BY A DESIGN/BUILD CONTRACTOR. CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL SITE UTILITIES, COORDINATING UTILITY CONSTRUCTION WITH OWNER, AND PROTECTING UTILITIES DURING CONSTRUCTION.
2. ACTUAL LOCATION OF BACKFLOW ANTI-METER MAY CHANGE, AND SHOULD BE COORDINATED WITH OWNER'S REPRESENTATIVE. LOCATION OF ALL SLEEVING SHOULD BE COORDINATED WITH OTHER SITE UTILITIES WITH THE GENERAL CONTRACTOR. QUICK COUPLER LOCATIONS SHOULD BE MAINTAINED. IF QUICK COUPLERS ARE MOVED, THEY MUST BE LOCATED IN SUCH A WAY THAT ALL NEW LANDSCAPE MATERIALS ARE WITHIN 100' OF QUICK COUPLER CONNECTION.
3. INSTALL ALL MATERIALS AS PER MANUFACTURER'S RECOMMENDATIONS, AND TO MEET ALL LOCAL CODES.
4. RPZ BACKFLOW PREVENTER TO BE INSTALLED AS PER ALL APPLICABLE CODE AND ORDINANCE REQUIREMENTS.
5. QUICK COUPLER TO BE RAINBIRD 3/4" COUPLER OR APPROVED EQUAL. CONTRACTOR WILL PROVIDE TWO (2) COUPLER KEYS AND HOSE SWIVEL ELLS FOR EACH COUPLER.
6. ALL PIPING TO BE MINIMUM 1" DIAMETER SCHEDULE 40 PVC BURIED AT A DEPTH NO LESS THAN 18" BELOW FINISH GRADE.
7. THE IRRIGATION CONTRACTOR IS RESPONSIBLE FOR VERIFYING STATIC PRESSURE AND GPM AT METER TO ENSURE MINIMUM PRESSURE IS MET AT FARTHEST COUPLER FOR PROPER OPERATION.

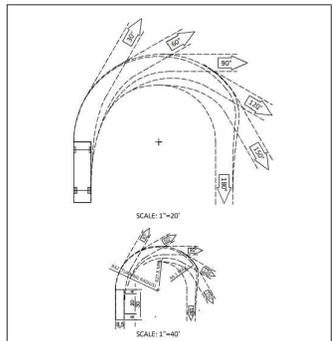
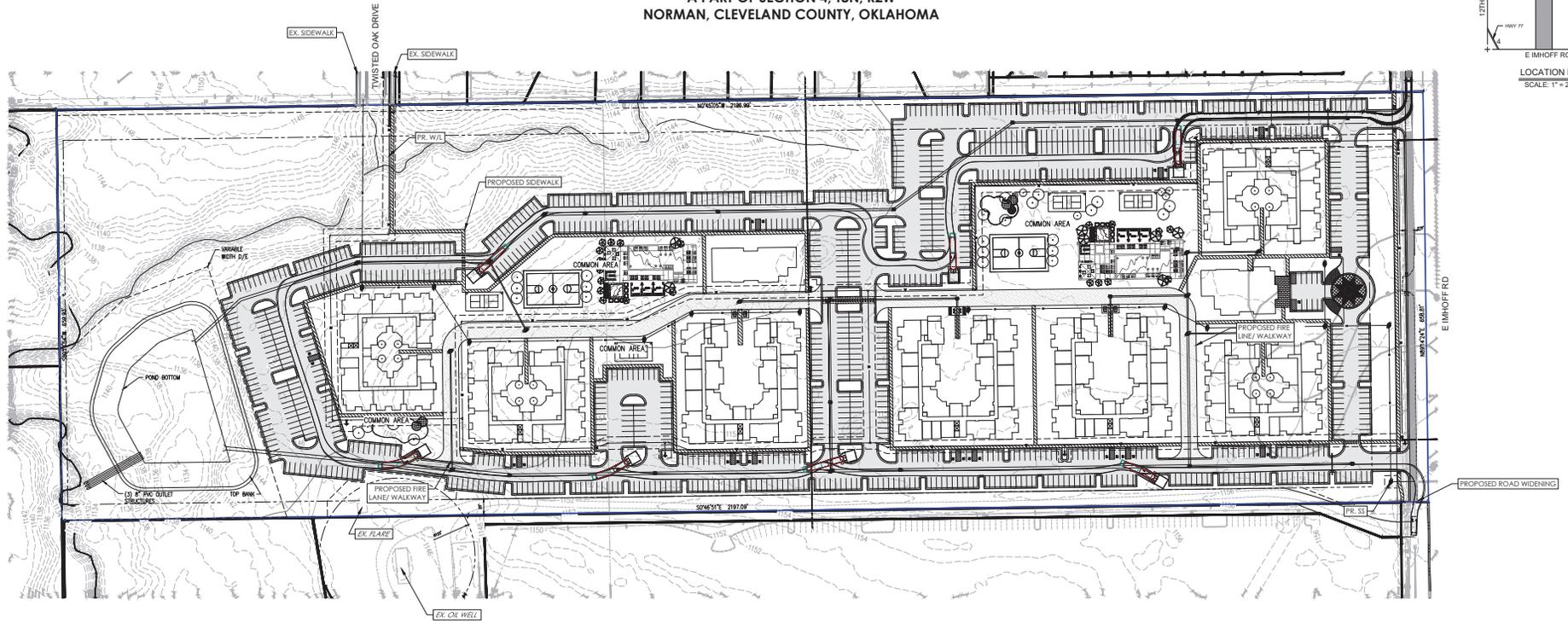
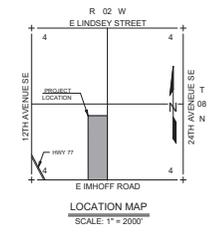
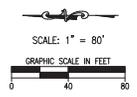
PRELIMINARY LANDSCAPE PLAN
COLERAINE MULTI-FAMILY RESIDENTIAL

300 Plankin Parkway Blvd
Norman, Oklahoma 73069

Crafton Tull
architectural landscape | landscape
405.767.6201 | 405.767.6261
www.craftontull.com

SHEET NO: 3 OF 3
DATE: 09/25/2025
PROJECT NO: 25603901

SANITATION TURNING RADIUS
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



SANITATION TRUCK TURNING RADIUS

FROM THE UNOFFICIAL DESIGNATION OF STATE HIGHWAYS AND TRANSPORTATION OFFICIALS, IT IS POLICY ON BEHALF OF THE DESIGN OF PROFESSIONAL ENGINEERS TO PROVIDE SANITATION TRUCK TURNING RADIUS.

CITY ENGINEER APPROVAL:	DESIGN DATE:	02/2023	REV. NO.:	00	DRAWING NO.:	GC 04
			CITY OF NORMAN, OKLAHOMA			

**SANITATION TURNING RADIUS
COLERAINE MULTI-FAMILY**

300 Prairie Parkway Blvd.
Norman, Oklahoma 73069

Craftron Tull
architectural | engineering | surveying
405.787.6270 | 405.787.6271
www.craftron8.com

SHEET NO: 1 OF 1
DATE: 09/25/2025
PROJECT NO: 25603901

Applicant: Coleraine Capital Group, Inc.

Project Location: 1751 E Imhoff Road

Case Number: PD25-15

Time: 5:30PM

Applicant/Representative:

Gunner Joyce
Libby Smith

Attendees:

Erika Byrd
Tom Parsons
Helen Todd
Alan Tullis
Peter Plank
Joseph Niekamp
Turia Niekamp
Rick Bond
Caleb Morgan
Maranda Greenfield
Wayne Wickham
Paige Dalluge
Pat Wilkleam

City Staff

Kelly Abell Planner I
Beth Muckala, City Attorney

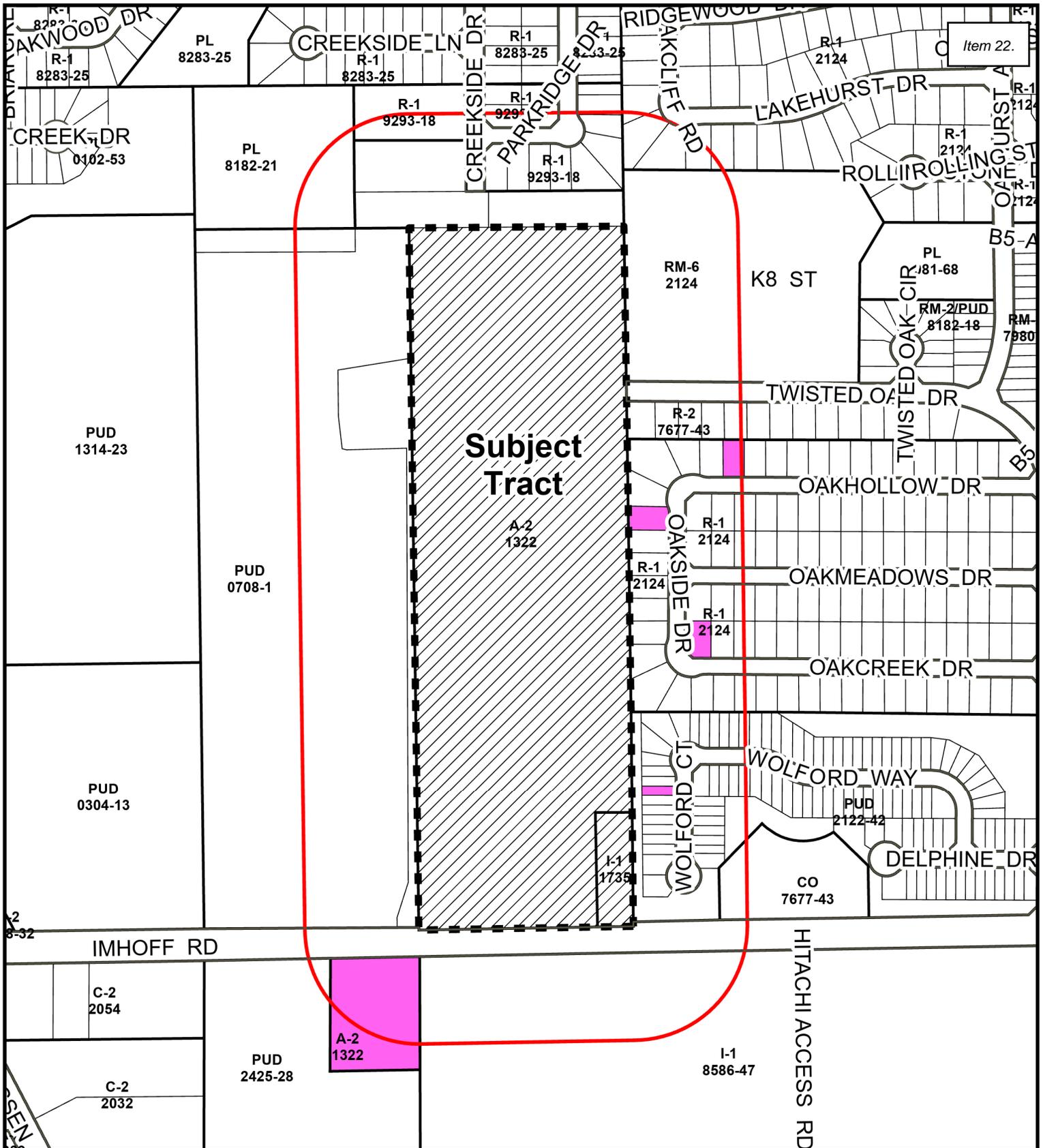
Application Summary:

The applicant submitted a request for Pre-development meeting only. The future request will be for rezoning to a new Planned Unit Development (PUD) for approximately 32.5 acres of property located East of Classen Blvd. and North of Highway Nine. The proposal is to allow for a phased multifamily residential development with accompanying amenities.

Neighbor's Comments/Concerns/Responses

The applicant presented the PUD rezoning request for a proposed multi-family apartment development. During the meeting, neighboring residents raised several concerns, primarily related to wildlife preservation, trash management, and the potential impact on the local homeless population. Specifically, residents expressed concern about the effects of land clearing on migratory birds, deer, and owls that inhabit the wooded area. They

inquired about strategies to minimize habitat disruption and preserve local wildlife. Additional concerns focused on litter, dumpster placement, and ongoing site maintenance. Neighbors voiced fears that the development could lead to increased trash in adjacent neighborhoods and create hidden areas that might attract homeless encampments within the remaining wooded sections. In response, the applicant proposed the following mitigation measures: Installation of enclosed dumpsters with regular maintenance to manage litter and reduce odors. Potential construction of a perimeter fence to deter unauthorized foot traffic and help prevent encampments in the area.



Protest Map

4.3% Protest Within Notification Area



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.



0 200 400 Feet

September 19, 2025

-  Subject Tract
-  Notification Area
-  Protest
-  Protest Outside Notification Area

Letter of Protest

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/14/25-JW

4 August 2025

Joseph and Turia Niekamp
Living Trust Trustees
2104 Oakeside Drive
Norman, OK 73071-1219

City Clerk – City of Norman, OK
Norman Planning Commission
P.O. Box 370
Norman, OK 73069

Topic: Rezoning request for property located at 1751 E. Imhoff Rd.,
Norman, OK

To Whom It May Concern:

As trustees of a living trust in our own names, we are authorized to speak on the trust's behalf.

We wish to protest the zoning change for the property located at 1751 Imhoff Rd., Norman, OK based on the following concerns:

- A. While this development is permitted by the Norman 2025 Land Use and Transportation Plan we find it to be flawed in allowing the construction of four-story apartment buildings in the backyards of single family residential units. When the Plan was passed, we saw nothing of this in it.
- B. While under construction:
 1. Noise - all day long every day. Heavy equipment sound and air pollution will result. While construction on the apartments is underway there will be loud music and the constant daily pounding of nail guns and buzzing of saws. The Lennair development is a block away from us and has already assaulted the neighborhood with this interminable noise for months on end.
 2. Dirt and Dust - From the time of ground-breaking until landscaping is completed there will be a pall of wind-blown dirt and dust over the neighborhood. Again, we have been living with

this from the Lennair development down the street. When we first moved into this neighborhood, dust and dirt was not a problem for us but now dirt covers our vehicles and dust accumulates inside the house practically overnight.

3. Trash – one only need visit a construction site to see the spread of trash that exists on the site and spreads to surrounding area.
4. Destruction of habitat and injury to a river's watershed – the creek behind our property is part of the headwaters of the Canadian River and feeds into FEMA-designated flood zones.

Deforestation and canalization of the creek will damage the watershed and displace the abundant wildlife in the area.

Replacement of naturally occurring trees with the corporate ideal of Christmas trees, box elders and manicured crabgrass will create a landscape devoid of biological diversity, trees adapted to this area, wildlife and the great number of song birds here. Only two weeks ago, an OG&E tree crew eliminated the nests of painted buntings and reduced the number of song birds that once visited our feeders. They also sprayed chemicals that poisoned trees and plants outside of their easement. One can not expect anything different from the destruction of the forests behind our property.

C. After completion of construction:

1. Crime – multi-family housing added to the “affordable housing” being constructed across Oakhurst from Lennair will cause increased crime in the residential area we live in. High density of transient populations who have no ties to the neighborhood increase whatever number of crimes may exist in a residential area. Most of the increase will come in the form of car break-ins and auto theft although drug sales and possession as well as assaults may also come into play. It is always difficult to tease out crime statistics in relation to apartments since the only category of “Residential” includes both multi-family and single-family areas, but the experience of myself and others has been that of an increase in such crimes. My only experiences of car break-in and assault occurred in my youth when I lived in an apartment

complex – a nice one. We have experienced a vehicle break-in at our current address that police indicated was likely from the existing apartments to the north of us. A neighbor has added cameras outside his home to identify and deter persons breaking into his cars and vandalizing his property. The police officer responding to our break-in recommended that we do the same. This happened with the nearby apartment complex having a row of single-family homes and another row of duplexes buffering the distance between us.

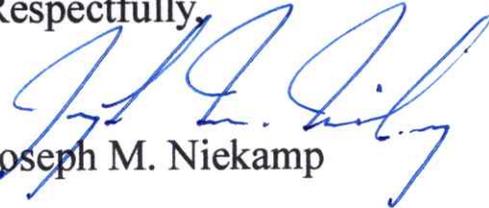
2. Trash – from the casual tossing of trash to that which will spill from overloaded communal dumpsters, the debris emanating from the apartment complex will not be constrained to its property boundaries. Anonymity of residents leads to a less cohesive community with lower levels of guardianship.
3. Noise – any noise that one would suffer in a single-family residential area will be compounded the concentration of hundreds of renters in a relatively small area.
4. Traffic – high density housing will bring increased vehicle traffic to East Imhoff Road that it is ill equipped to handle. The intersections of East Imhoff at Classen, East Imhoff at 24th Avenue SE and 24th Avenue SE at OK State Highway 9 will become further congested and slower to navigate than they are now.
5. Privacy – the developer proposes four-story apartments that will look down into our homes and yards. One would find it hard to relax under this ubiquitous surveillance that can not be mitigated by a six-foot privacy fence. Over the Fourth of July weekend we stayed at a hotel in Lawton where there was a residential neighborhood that stretched out west from the site. We could see into every backyard during the day see into every window at night and every one of those houses had privacy fences.

Taken globally, all these factors will result in the deprivation of our continued peaceful enjoyment of our property and the devaluation of our property

values. For most residents in this neighborhood, our home valuations represent the major portion of our wealth and we can ill-afford to have it reduced in the prevailing economy.

We strongly urge the Planning Commission and the City Council of Norman, OK to reject this zoning request and the resultant construction of this apartment complex.

Respectfully,



Joseph M. Niekamp



Turia M. Niekamp

This is my protest against
the rezoning of the ~32.5 acres
located at 1751 E. Imhoff Rd.

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/11/25-LW

Sincerely,


Dayla Bingham
1807 + 2001 Oakcreek Dr.

Clifford and Patricia Wickham
1815 Oakhollow Dr.
Norman, OK 73071

August 7, 2025

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/08/25-LW

The City of Norman
Planning and Community Development Department
Planning Commission

To whom it may concern:

Please consider this letter our formal protest in regard to the proposed multifamily development currently being considered by the Planning Commission for the property located at 1751 E. Imhoff Rd.

To be clear, we are not opposed to the rezoning of the property being considered to become a Planned Unit Development. We are opposed to the design and specifications of the proposed multi-family apartment building complex to be constructed.

Approving this proposed construction will effectively forever change the lives of the residents in our area of the Oakhurst addition that have homes to the east of this huge apartment complex. Gone will be any sense of home, backyard enjoyment, privacy and features of solemn peace with the little nature that families have worked to preserve. The additional sound pollution from all the vehicles and traffic will not allow any more quiet cups of coffee on the patio. We believe we will be able to hear very well the inevitable loudness of vehicles and motorcycles with little or no mufflers and the reverberation of vehicle stereos that can rattle your windows.

We have lived in our home since 1983. It is not a large prestigious dwelling but my wife and I have worked hard to maintain and pay for it just as my neighbors have for their homes. For us this is our forever home. With 420 units consisting of 3 and 4 story apartment buildings right next to us there will no longer be the quiet and solitude in our homes. Also, our property values will surely decrease and good luck getting someone to buy our homes with this monster complex next to us. However, it should work well with housing plans when all our homes become rental properties, as many homes in our addition have already become.

Please reconsider the use of this land for a massive apartment complex. It can be a PUD but we ask for some consideration and respect for the neighboring families.

Respectfully,

Clifford Wickham / Patricia Wickham
Clifford and Patricia Wickham

Some Additional (no pun intended) Concerns

The proposed construction of this massive apartment complex goes far beyond what the Oakhurst neighborhood, especially on the south end near Imhoff, has already been selected to deal with. In recent years the south entrance into our addition has been subjected to two projects that, in my opinion, could only happen on the east side of Norman. There has been the approval and development of 109 "shotgun" style two-story homes now under construction on the west side of Oakhurst at Imhoff, with only one entrance/exit onto Oakhurst Ave. We have been told the one entrance exit was done so as not to cause Hitachi to have additional traffic exiting directly onto Imhoff, hogwash. At this time the development and soon to be constructed 75 section 8 apartments on the east side of Oakhurst Ave. is underway, with its primary entrance/exit also onto Oakhurst Ave. Both of these additional entrance/exits onto Oakhurst Ave. will be within only a few hundred feet of Imhoff.

With the development and construction on both sides of Oakhurst at Imhoff we were hoping there would be more consideration to traffic at that intersection. Maybe we could at least get a new street light for the intersection to replace the rusted and leaning light pole that appears to be as old as the Oakhurst Addition.

When these two construction projects are completed the Oakhurst Addition will have its entrance from Lindsay on the north, and its entrance from Imhoff on the south enveloped by apartment complexes. We can't think of any other addition in Norman that has this distinction. However, this is our reality. Welcome to our neighborhood. For the past several years we feel Ward 1 has had little to no effective representation on city council when it comes to speaking for our concerns regarding these two developments.

We are feeling like our future happiness in our home and our neighborhood is not a concern for the city. What seems more important are the tracts of land that need to be filled in with whatever the developers can make the most profit from.

Sincerely,



Clifford and Patricia Wickham

August 11, 2025

City Clerk

Norman, Oklahoma

Dear Norman City Clerk;

Re- Notice of request for rezoning July 25, 2025 by Coleraine Capital Group from A-2, Rural Agricultural District and I-1, Light Industrial District, to a PU, Planned Unti Development, for property located at 1751 E. Imhoff Road.

My property is that described at 1600 E. Imhoff Road. I was born on the south side of the road to my parents Sylvester and Georgie Tullius on December 13, 1930. I do not want the rezoning approved. The congestion and accidents in the currently approved property zones have already made it difficult and unsafe to get on and off the road safely. Adding the additional vehicles and personal traffic to the area will make the ability much harder than it already is for animals to survive. Deer , fox, cayotes, skunks, and other animals are killed in the area.


Helen Todd

RECEIVED IN THE OFFICE
OF THE CITY CLERK
ON 8-11-25

Paige Dalluge
2216 Wolford Court
Norman, OK 73071
paige.dalluge@gmail.com
(507)-317-1260

9/10/2025

City Planning Commission
Norman Planning Commission
225 N. Webster Ave
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 09/18/25-LW

Subject: Formal Objection to Rezoning Request for
Multi-Unit PUD

Dear members of the City Planning Commission,

I am writing to formally ~~oppose~~ the proposed rezoning request for the property located at 1751 E. Imhoff Rd which seeks to rezone the land to allow for a multi-unit Planned Unit Development (PUD).

As a concerned resident of The Villages, I respectfully urge the commission to deny this request for the following reasons:

1. Increased Traffic and Congestion

The surrounding roadways are already experiencing significant traffic volumes, particularly during peak hours. Introducing a high-density housing development will only worsen congestion, create bottlenecks, and raise serious safety concerns for both drivers and pedestrians.

2. Overdevelopment and Encroachment on Single-Family Neighborhoods

There are already multiple multi-unit developments nearby and another currently under construction that have begun to encroach on what was historically a quiet, single family residential area. These projects change the character of the neighborhood and added density that has not been matched with improvement in infrastructure. Allowing yet another multi-unit PUD in this location would only accelerate that trend, further displacing the original intent and integrity of the community. Enough is enough - additional high density development should not be permitted in areas clearly intended for low-density residential living.

3. Harm to Local Wildlife and Natural Habitat

The acreage proposed for rezoning is currently home to a diverse range of wildlife, including owls, deer and many other native species.

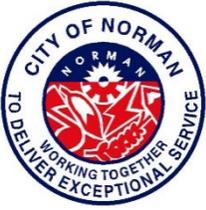
These animals depend on the wooded and undeveloped nature of this land for nesting, shelter, and food. Development of this land would lead to habitat loss, fragmentation and forced displacement of wildlife.

Specifically, the removal of mature trees and natural underbrush threatens the nesting grounds of several owl species, while increased human activity and noise will disrupt deer movement and feeding patterns. Once this habitat is destroyed, it cannot be restored - and the long-term ecological damage is irreversible. Preserving this natural space is essential not only for the animals that live there but for the environmental health and balance of our broader community.

In closing, I urge the Planning Commission to consider the long-term implications of this rezoning. Growth and development are important, but they must be pursued thoughtfully and in harmony with the surrounding environment and existing community fabric.

Please include this letter in the official record, and I respectfully request ~~to~~ to be notified of all public meetings and hearings related to this rezoning application.

Sincerely,
Paige Darrige, PD



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/09/2025

REQUESTER: Coleraine Capital Group, Inc.

PRESENTER: Kelly Abell, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD)

APPLICANT/REPRESENTATIVE	Coleraine Capital Group, Inc./Rieger Sadler Joyce, LLC
LOCATION	1751 E. Imhoff Road
WARD	1
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District, and I-1, Light Industrial District
EXISTING LAND USE	Urban High
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PUD, Planned Unit Development
PROPOSED LAND USE	No change

REQUESTED ACTION

Rezoning from A-2, Rural Agricultural District, and I-1, Light Industrial District, to PUD, Planned Unit Development

SUMMARY:

The applicant, Coleraine Capital Group, Inc., requests approval of a PUD, Planned Unit Development, to allow for a multi-family apartment complex containing 456 units, for a density of 14 units per acre.

EXISTING CONDITIONS:

SIZE OF SITE: 32.50 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2 & I-1	A-2 & R-1	PUD, R-1, R-2, & RM-6	I-1	PUD
Land Use	Urban High	Urban Medium & Park	Urban Medium	Job Center	Urban Medium & Urban High
Current Use	Undeveloped	Residential & Park	Residential (Multi-Family and Single-Family)	Industrial	Residential (Multi-Family)

EXISTING ZONING DESIGNATIONS

I-1, Light Industrial District

The I-1, Light Industrial District, is intended for light manufacturing, processing, assembly, and office/warehouse uses that operate with minimal noise, odor, dust, or glare, and are confined within enclosed buildings. The district aims to support industrial operations which generate moderate traffic but do not produce the heavy traffic associated with more intensive or hazardous industrial uses. This district serves as a transitional zone between general commercial, multi-family residential areas, and heavier industrial zones, prioritizing activities that are non-disruptive to nearby properties.

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural and related purposes and will not undergo urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to people and property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- (1) Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River.

- (2) To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- (3) To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

LAND USE DESIGNATION

Urban High

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

CHARACTER AREA DESIGNATION

Suburban Neighborhood

Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and Traditional Neighborhood Design (TND).

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:

PD25-15 June 26, 2025

The applicant presented the PUD rezoning request for a proposed multi-family apartment development. During the meeting, neighboring residents raised several concerns, primarily related to wildlife preservation, trash management, and the potential impact on the local homeless population. Specifically, residents expressed concern about the effects of land clearing on migratory birds, deer, and owls that inhabit the wooded area. They inquired about strategies to minimize habitat disruption and preserve local wildlife. Additional concerns focused on litter, dumpster placement, and ongoing site maintenance. Neighbors voiced fears that the development could lead to increased trash in adjacent neighborhoods and create hidden areas that might attract homeless encampments within the remaining wooded sections. In response, the applicant proposed the following mitigation measures: Installation of enclosed dumpsters with regular maintenance to manage litter and reduce odors. Potential construction of a perimeter fence to deter unauthorized foot traffic and help prevent encampments in the area.

BOARD OF PARKS COMMISSIONERS:

September 4, 2025

The proposal for Fee-in-Lieu of Land was accepted by the Board of Parks Commissioners in a unanimous 6-0 vote.

SUMMARY OF APPLICATION:

Coleraine Capital Group, Inc. requests to rezone from A-2 and I-1 to a PUD for approximately 32.50 acres of land located at 1751 E. Imhoff Road. The request is to facilitate the development of a multi-family apartment complex. The application also includes a preliminary plat request. The proposed development will feature three- to five-story apartment buildings, along with accessory structures, resident amenities, and integrated open and green spaces throughout the site.

USE:

The proposed development will feature multi-family apartment buildings, accessory structures related to maintenance, and amenities such as leasing offices, pool areas, dog parks, sports courts, walking trails, and fitness stations. The complete list of the allowable uses for the property is attached as Exhibit C, Allowable Uses.

TRAFFIC ACCESS, CIRCULATION, PARKING AND SIDEWALKS:

Access to the proposed development will be provided via two full-access driveways: (1) an entrance/exit located near the western property line and (2) an entrance/exit near the eastern property line. Driveway (1) and (2) take access from Imhoff Road, as illustrated on Exhibit B, Preliminary Site Development Plan. The parking area will comply with all applicable provisions of the City of Norman's parking ordinance and regulations. Additionally, the proposal would include a pedestrian access connection to Twisted Oak Drive. Internal sidewalks will be provided throughout the development, and a sidewalk will be installed along Imhoff Road as shown on Exhibit B.

LANDSCAPING:

Landscaping will be provided and maintained in accordance with the City of Norman's applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, which may be amended from time to time.

SIGNAGE:

Signs on the property will comply with the applicable Medium-Density Residential requirements in Chapter 28, Sign Regulations, which may be amended from time to time.

LIGHTING:

Exterior lighting will comply with the applicable regulations in Section 36-549, Commercial Outdoor Lighting Standards, which may be amended from time to time.

SANITATION/UTILITIES:

The project will comply with the City of Norman's applicable regulations for sanitation services. Dumpsters will be located as depicted on the Preliminary Site Development Plan. The development will connect to the City of Norman's water and wastewater systems.

FENCING/WALLS:

Fencing shall not be required on the property but may be installed around the perimeter of the property. Fencing placement and heights shall comply with the applicable regulations in Section 36-552, Fencing, Walls, and Screening, as amended from time to time.

EXTERIOR MATERIALS:

The PUD Narrative states the exterior of the buildings may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof. A masonry percentage requirement was not provided by the applicant. Because these are residential buildings, the 80% masonry requirement in the Zoning Ordinance Section 36-547, Exterior Appearance, does not apply.

HEIGHT:

In the PUD Narrative, it states any building on the property will be allowed to reach a maximum height of five stories, excluding subgrade elements including roof top mechanical units, equipment screening, or parapet walls. The proposed Site Development Plan shows three- and four-story buildings.

NEAREST PUBLIC PARK:

Oakhurst Park is approximately 0.28 miles from the proposed development off Oakhurst Avenue. The proposed development includes a pedestrian pathway connecting to Twisted Oak Drive to allow access to Oakhurst Park.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates the agency, department, and/or division responded with adverse comments.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

COMMENTS, BY DEPARTMENT/AGENCY:

Items italicized and in blue in these sections represent City Staff analysis.

A.1. FIRE DEPARTMENT

Additional information will be required to determine fire hydrant and fire lane requirements related to the proposed buildings. These items will be addressed during individual building permitting.

A.2. BUILDING REVIEW

Building Codes will be addressed at the building permit stage.

A.3. PUBLIC WORKS/ENGINEERING

Please see the attached report from Engineering.

A.4. TRANSPORTATION ENGINEER

Please see the attached report from the Transportation Engineer.

A.5. PLANNING

ZONING CODE CONSIDERATIONS

a) Purpose – PUD, Planned Unit Development

i) It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of the comprehensive plan of record. The PUD, Planned Unit Development District herein established is intended to provide for greater flexibility in the design of buildings, yards, courts, circulation, and open space than would otherwise be possible through the strict application of other district regulations. In this way, applicants may be awarded certain premiums in return for assurances of overall planning and design quality, or which will be of exceptional community benefit, and which are not now required by other regulations. By permitting and encouraging the use of such procedures, the Planning Commission and City Council will be able to make more informed land use decisions and thereby guide development more effectively in the best interest of the health, safety, and welfare of the City. Specifically, the purposes of this section are to encourage:

- (1) A maximum choice in the types of environments and living units available to the public.
- (2) Provision of more usable and suitably located open space, recreation areas, or other common facilities than would otherwise be required under conventional land development regulations.
- (3) Maximum enhancement and minimal disruption of existing natural features and amenities.
- (4) Comprehensive and innovative planning and design of diversified developments which are consistent with the City's long-range plan and remain compatible with surrounding developments.
- (5) More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- (6) Preparation of more complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use. The PUD, Planned Unit Development regulations are designed to provide for small- and large-scale developments incorporating a single type or a variety of residential, commercial, industrial and related uses which are planned and developed as a unit. Such development may consist of individual lots, or it may have common building sites. Private or public common land and open space must be an essential, major element of the development, which is related to, and affects, the long-term value of the homes and other development. A planned unit development shall be a separate entity with a distinct character that respects and harmonizes with surrounding development.

*The applicant requests a Planned Unit Development (PUD) to gain flexibility in use, design, and development standards, as multi-family is not permitted under A-2 or I-1 zoning regulations. This type of request is **consistent** with the intent of the PUD ordinance to allow for more choice in type of living units available to the public in this area and in the efficient and economic use of land via a smaller network of public infrastructure. It is also **consistent** with providing open space and recreation areas, along with consistency with the desired density outlined in the City's Comprehensive Land Use Plan (greater than 12 units per acre).*

b) Uses Permitted

- i) The proposed development will feature multi-family buildings, accessory structures, and resident amenities such as leasing offices, pool areas, dog parks, sports courts, walking trails, and fitness stations. The complete list of the allowable uses for the Property is attached as Exhibit C.

*This use is **consistent** with multi-family development. There are three multi-family apartment complexes to the west of the subject property. There is a single-family residential area adjacent to the subject property on the east side of Twisted Oak Drive.*

c) Area Regulations

- i) The Property shall comply with the setbacks shown on the Preliminary Site Development Plan. The minimum building setback shall be ten feet (10') from the north property line, twenty-five feet (25') from the western property line, forty feet (40') from the south property line, and (50') from the eastern property line.

*The area regulations proposed for the project are **consistent** with those typically established for a multi-family apartment complex development. The proposed area regulations are similar to those of surrounding apartment complexes. Staff would note the setbacks in the PUD Narrative and the setbacks shown on the Preliminary Site Development Plan do not match. The Narrative allows for smaller setbacks than are depicted on the Preliminary Site Development Plan. Should the applicant want to change their setbacks from what is shown, they would need to amend their Preliminary Site Development Plan.*

d) Height Regulations

- i) The proposed development allows buildings up to a maximum height of five stories, not including subgrade components, rooftop mechanical equipment, screening structures, or parapet walls. The site plan includes a total of eight buildings: four three-story structures, three four-story structures, and one single-story structure.

*The proposed building heights at three- and four-stories as shown on the Preliminary Site Development Plan are **consistent** with the multi-family in the surrounding area. The height is **inconsistent** with the single-family in the area to the east. The zonings for the existing multi-family complexes to the east and west also allow for structures exceeding three stories.*

COMPREHENSIVE PLAN CONSIDERATIONS

a) Character Area Policies

i) General Policies

(1) Residential Policies

- (a) New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- (b) Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- (c) New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed residential development is **consistent** with the General Residential Policies for all Character Areas by incorporating higher densities that blend with the existing multi-family apartment complexes to the west and to the east. The existing single-family structures to the east are two-stories in height. The proposed three-story structures (as shown on the Preliminary Site Development Plan) would not overwhelm the existing housing to the east, as the 50' setback will help minimize the impact. Please see note regarding the PUD Narrative allowance for the five stories in d) Height Regulations above.*

ii) Character Area Policies – Suburban Neighborhood

1. Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
2. Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
 - a) Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
 - b) The open spaces created around drainageways should be connected when it is feasible to create wildlife corridors.
3. Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
 - a) Prioritize preservation of existing mature street trees.
4. Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
 - a) Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
 - b) Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
5. Encourage:
 - a) More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
 - b) Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
 - c) Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.

6. As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodation should:
- a) Ensure interconnectivity between developments for local and collector streets.
 - b) Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
 - c) Connect streets between land uses and include complete street approaches for undeveloped sites.
 - d) Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
 - e) Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposed development is **consistent** with Suburban Neighborhood policies regarding the use of existing City services and the increased density with similarly scaled multi-unit residences as surrounding multi-family apartment complexes. While the development does not have new public streets, it is still providing for pedestrian connectivity to a nearby park.*

b) Land Use Development Policies

i) Description and Context – Urban High

- 1) Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.
 - a) High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
 - b) Gross densities in any single development should be greater than 12 units per acre.

*The proposal is **consistent** as there will be a density of 14 units per acre. While the development has higher building spacing and is not compact, it is similar in character to neighboring multi-family properties to the west and to the east.*

ii) Building Types

- (1) Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- (2) Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.

- (3) Mixed-use buildings including retail, work-spaces, and residences are most common.
- (4) Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- (5) New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate

*The proposal is **consistent** in featuring small- to medium-scale buildings ranging from three to five stories, while providing private amenities such as fitness stations and outdoor grilling areas help cultivate a sense of place. The proposal will be no more than two stories higher than surrounding properties, as shown on the Preliminary Site Development Plan. Staff would note the PUD Narrative language allows five stories; this is more than is shown on the Preliminary Site Development Plan.*

iii) Site Design

- (1) The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- (2) Multi-unit developments without connections to neighboring properties and uses weaken the development pattern and should be limited or avoided altogether.
- (3) Street trees should form a continuous urban canopy over public areas and rights-of-way.
- (4) Stormwater to be addressed at the project level but designed as part of a larger neighborhood or sub-basin system.
- (5) Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposal is **consistent** as sidewalks are present throughout the development, with a pedestrian connection on the east side leading to Oakhurst Park. Additionally, the Narrative states the development will follow landscaping requirements, which require the installation of trees along the street frontage.*

iv) Transportation

- (1) This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to the character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposal is **consistent** with the policies relating to pedestrian access because sidewalks can be taken to 12th Avenue SE, and to Classen Blvd. No public streets are proposed with this application. The subject property is not currently within one half-mile walk of a public transportation stop.*

v) Utility Access

- (1) A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be

suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposal is **consistent** as the necessary utilities are available.*

vi) Public Space

- (1) Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The proposal is **consistent** as there are sidewalks throughout the development, and there is a sidewalk connection to the adjacent residential neighborhood to the east via Twisted Oaks Drive, and to the east which leads to 12th Avenue SE.*

b) Neighborhood and/or Special Area Plans

- i) This location is **not** within a Neighborhood or Special Planning Area.

A.6. UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposed development is in accordance with AIM Water and Wastewater Utility.

SOLID WASTE MANAGEMENT

The proposed development meets requirements and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

a) Water Availability

Adequate capacity within the water system exists to serve the proposed development.

b) Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

ALTERNATIVES/ISSUES:

IMPACTS: The proposed multi-family apartment development aligns with the Land Use and Character Area objectives by incorporating high density, multi-family housing that is comparable in scale and form to adjacent neighborhoods, with building heights ranging from three to four stories, as shown on the Preliminary Site Development Plan. Aspects of consistency with AIM Policies could be affected by the difference in language in the PUD Narrative allowing for five-story buildings. Additionally, the proposal demonstrates consistency in site design and provides connectivity to a nearby park.

CONCLUSION: Staff forwards this request for rezoning from A-2, Rural Agricultural District, and I-1, Light Industrial District, to a PUD, Planned Unit Development, and Ordinance O-2526-6 to the Planning Commission for consideration and recommendation to City Council.

Coleraine Multifamily PUD Rezoning & Preliminary Plat

- 7. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6:** AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1751 E. IMHOFF ROAD)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Preliminary Plat
 4. Preliminary Site Development Plan
- 8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7:** CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY FOSTER FAMILY LIVING TRUST (CRAFTON TULL & ASSOCIATES, INC) FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED 1500' EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Preliminary Plat
4. Preliminary Site Development Plan
5. Development Review Form Transportation Impacts
6. City of Norman Pre-Development
7. Protest Map
8. Letter of Protest

Staff Presentation

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

Commissioner Bird asked whether the City had plans for road improvements in the area.

Todd McLellan, Development Engineer, responded the developer is required to widen Imhoff Road in front of the property as part of this development.

Applicant Presentation

Gunner Joyce, representing the applicant, provided an overview of the project, highlighting strong attendance at the Pre-Development meeting and a commitment to preserving green space, especially on the property's east side. He noted the proposal aligns with AIM Norman.

Mr. Joyce added the project will be completed in two phases, totaling 456 units—starting with the southern half, followed by the northern half.

Commissioner Jablonski asked if the eastern green space would be preserved to maintain the neighbors' forested views. Mr. Joyce confirmed the developer intends to retain as much natural vegetation as possible.

Public Comments

Alan Tullis, speaking on behalf of his aunt Helen Todd, inquired about the widening of Imhoff Road. He noted that Mr. McLellan from Engineering had already addressed the issue earlier and had no further questions.

City Councilmember David Gandesbury stated he was able to meet with the applicant representing neighbor concerns. He later met with neighbors to discuss their concerns. He emphasized nearby residents wanted their concerns acknowledged, specifically the preservation of trees and maintaining the creek's natural flow to protect wildlife. He also noted the street lighting on Imhoff Road should be carefully considered. He appreciated the drive compromise from three down to two curb cuts along Imhoff Road.

Planning Commission Discussion

Commissioner Jablonski expressed appreciation for the higher-density design, the green space preservation efforts, and applauded the developer for including a walking path.

Commissioner Parker expressed his support for the walking path and asked whether a natural construction method would be used, rather than relying on heavy machinery.

Gunner Joyce agreed with Commissioner Parker's request and said he would include that language in the PUD if the Commissioners recommended it before submitting to City Council.

Commissioner Bird asked if the City would allow an updated plan with a minor change, such as a curved path instead of a straight path.

Ms. Hudson said the narrative could include that Engineering will meet on site with the developer to determine the best location. Mr. McLellan confirmed Engineering staff is willing to meet on site and added that an easement will be required.

Commissioner Bird asked if this could be handled outside the PUD document. Ms. Hudson inquired if the easement could be shown on the plat, and Mr. McLellan confirmed it could, with possible adjustments on the final plat.

Commissioner Bird confirmed with Commissioner Parker that City Staff and the developer should collaborate outside the PUD documents to finalize the easement details. Commissioner Parker agreed.

Commissioner Kindel commented the project's walkability and noted the developer's arrangement with the Parks Department to pay in lieu of parkland.

Motion by Commissioner McDaniel to recommend approval of Ordinance O-2526-6 and PP-2526-7; **Second** by Commissioner Kindel.

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

File Attachments for Item:

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7: PRELIMINARY PLAT FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED 1500- FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD. (WARD 1).



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02-10-26

REQUESTER: Ken Danner, Subdivision Development Manager
David Riesland, Transportation Engineer

PRESENTER: Scott Sturtz, Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7: PRELIMINARY PLAT FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED 1500-FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD. (WARD 1).

BACKGROUND:

This item is a preliminary plat for Coleraine Multifamily, a Planned Unit Development, generally located 1500-feet east of Classen Boulevard on the north side of Imhoff Road. The property consists of 32.50 acres and one lot with proposed apartments within a proposed PUD, Planned Unit Development. The Norman Board of Parks Commissioners, at its meeting of September 4, 2025, recommended fee in lieu of parkland. Planning Commission, at its meeting of October 9, 2025, recommended approval of Ordinance No. O-2526-6 placing this property in the PUD, Planned Unit Development and removing it from A-2, Rural Agricultural District and Light Industrial District. In addition, Planning Commission recommended approval of the preliminary plat for Coleraine Multifamily, a Planned Unit Development. Since the Planning Commission meeting, changes have been made to the access at Imhoff Road. This is a proposed gated development.

Lastly, several members of the Planning Commission discussed changing the pedestrian sidewalk that connects the Coleraine development to Twisted Oak Drive from a straight segment to a curved path instead. The developer has now made these changes and revised the Site Development Plan, Preliminary Plat, and Green Space Exhibit to reflect the new sidewalk location and associated 10' wide easement.

DISCUSSION:

The proposed phased, residential development is expected to develop 456 multifamily residential units in two phases with 274 units in the first phase and 182 units in the second phase. This development will be located on the north side of Imhoff Road between Classen Boulevard and Oakhurst Avenue. The development will gain access to Imhoff Road by way of two full-access driveways. At full build-out, the site is expected to generate 182 AM peak hour

trips, 233 PM peak hour trips, and 3,073 trips on an average weekday. Obviously being above the threshold for when a traffic impact study is required (>100 peak hour trips is the threshold), a traffic study was prepared and revised for the application by Traffic Engineering Consultants, Inc. No traffic operational issues are anticipated due to the development. The developer has agreed to widen Imhoff Road across their frontage to provide the ultimate four-lane cross-section for Imhoff Road.

STREET	NO. OF LANES	BACKGROUND TRAFFIC (Veh/day)	PROJECTED TRAFFIC (Veh/day)	TOTAL PROJECTED TRAFFIC (Veh/day)	ROADWAY CAPACITY L.O.S. "E"	% CAPACITY USED (EXISTING)	% CAPACITY USED (PROJECTED)
Imhoff Road	4 (future)	4,363	3,073	7,436	34,200	12.76	21.74

Capacity exceeds demand in this area. As such, no additional off-site improvements are anticipated. There are no traffic impact fees associated with this location.

At Planning Commission there was discussion regarding the pedestrian access to Twisted Oak Drive. The sidewalk has been revised and is shown as a curved path as requested at Planning Commission. During construction Engineering will meet on site with the contractor to determine the best location. If the location is changed from the current plan, a revised easement will be required for this sidewalk based on the final layout. Any revision to the easement will be required before the final plat is filed.

Public improvements for this property consist of the following:

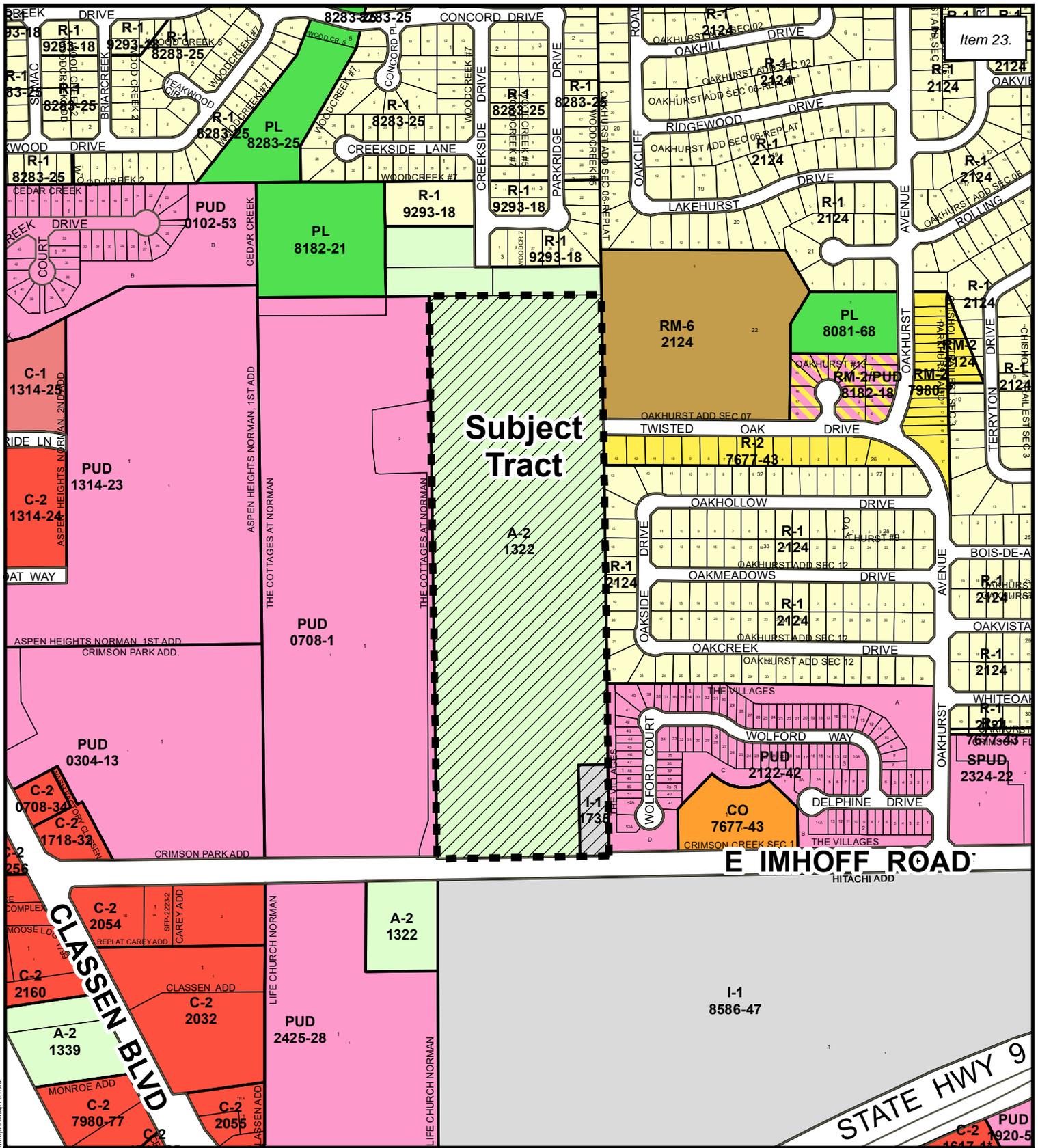
- 1. Fire Hydrants.** Fire hydrants will be installed in accordance with City standards. Their locations will be reviewed by the Fire Department.
- 2. Permanent Markers.** Permanent markers will be installed prior to the final plat being filed of record.
- 3. Sanitary Sewers.** Sanitary sewer mains will be installed in accordance with approved plans and City and State Department of Environmental Quality standards.
- 4. Sidewalks.** Sidewalks will be required adjacent to Imhoff Road. There is a proposed pedestrian sidewalk from this project to Twisted Oak Drive.
- 5. Storm Sewers.** Storm sewers and appurtenant drainage structures will be installed in accordance with approved plans and City drainage standards. Privately-maintained detention facility will be utilized.
- 6. Streets.** Imhoff Road will be constructed in accordance with approved plans and City paving standards. It is classified as a minor urban arterial street.
- 7. Water Main.** There is an existing 12-inch water main located adjacent to Imhoff Road. Interior water mains will be installed in accordance with approved plans and City and

Oklahoma Department of Environmental Quality standards within the property to serve fire hydrants.

8. **Public Dedications.** All rights-of-way and easements will be dedicated to the City with final platting.

STAFF RECOMMENDATIONS:

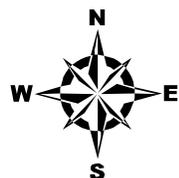
Based on the above information, staff recommends approval of the preliminary plat for Coleraine Multifamily, a Planned Unit Development.



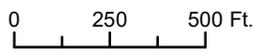
Location Map



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.



June 9, 2025

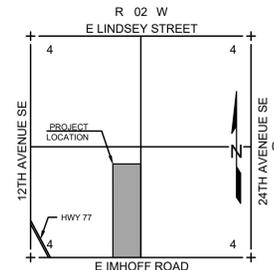
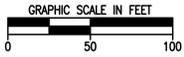


- Subject Tract
- Zoning

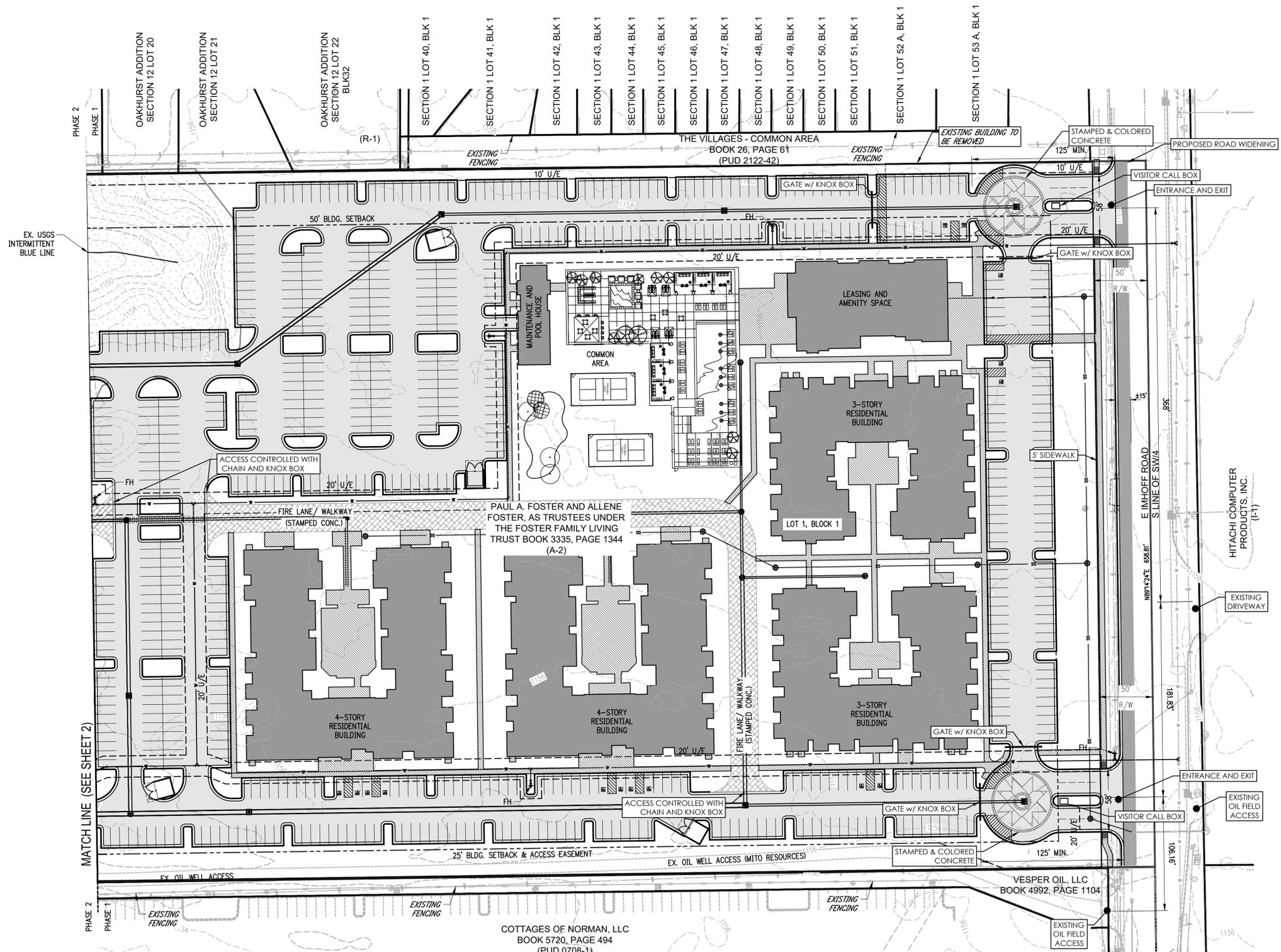
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PRELIMINARY SITE DEVELOPMENT PLAN
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA

SCALE: 1" = 50'



LOCATION MAP
SCALE: 1" = 2000'



DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 659.93 feet; thence S00°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

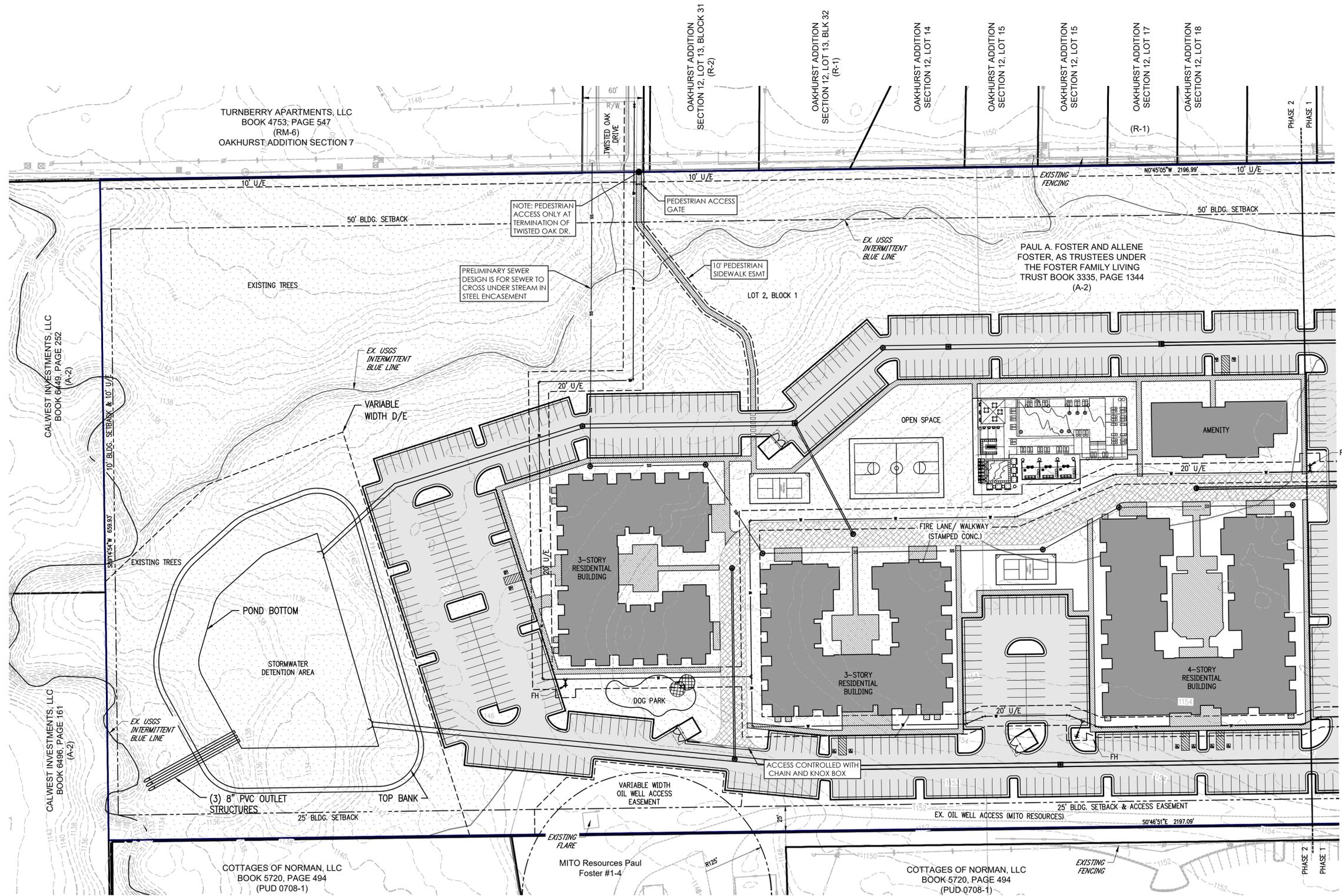
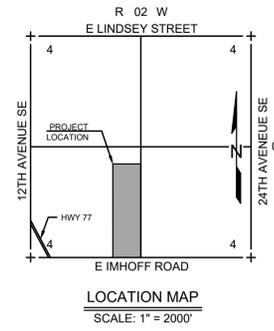
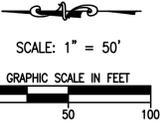
Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.S. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 710062501076 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

PRELIMINARY DEVELOPMENT MAP IMHOFF MULTI-FAMILY RESIDENTIAL	
<small>300 Points Parkway Blvd. Yukon, Oklahoma 73099</small>	
 Crafton Tull <small>architecture engineering surveying 405.787.6270 405.787.6271 www.craftontull.com</small>	SHEET NO.: 1 OF 2
	DATE: 1/8/2026
PROJECT NO.: 25603901	

DRAWING COURTESY: INDEPENDENT MANUFACTURER CO. (IMP) 12/20/2025; COLERAINE

PRELIMINARY SITE DEVELOPMENT PLAN
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



DEVELOPER:
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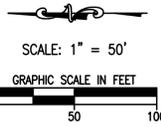
PRELIMINARY DEVELOPMENT MAP
IMHOFF MULTI-FAMILY RESIDENTIAL

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

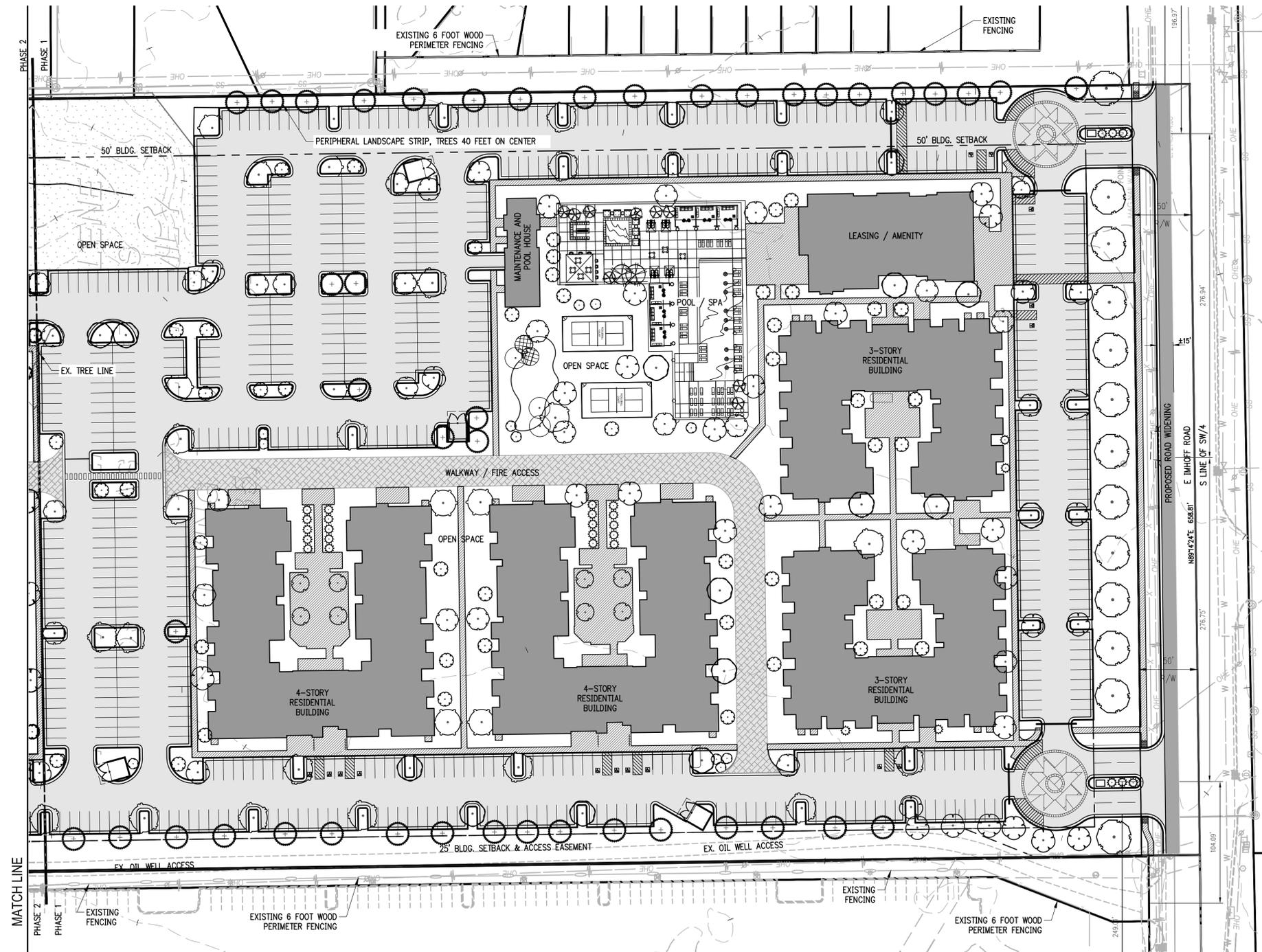
Crafton Tull
architecture | engineering | surveying
405.787.6270 | 405.787.6271
www.craftontull.com

SHEET NO.: 2 OF 2
DATE: 1/8/2026
PROJECT NO.: 25603901

DRAWING COURTESY: PHOTOGRAPHY MANUFACTURING.COM | LINDSEY STREET, OKLAHOMA



PRELIMINARY SITE LANDSCAPE PLAN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	CONT
TREES			
(Symbol)	20	ACER RUBRUM 'ARMSTRONG' / ARMSTRONG RED MAPLE	2 1/2" CAL.
(Symbol)	27	ACER RUBRUM 'AUTUMN GLORY' / AUTUMN GLORY MAPLE	2" CAL. 10-12' HT.
(Symbol)	62	ACER SACCHARUM 'AUTUMN SPLENDOR' / CADDO SUGAR MAPLE	2.5" CAL. TYPE 1 & 2
(Symbol)	77	CERCIS CANADENSIS 'OKLAHOMA' / OKLAHOMA REDBUD	2.5" CAL TOTAL, 3-TRUNK MIN.
(Symbol)	14	CUPRESSUS ARIZONICA 'BLUE ICE' / ARIZONA CYPRESS	7' MIN., FULL TO GROUND
(Symbol)	41	LAGERSTROEMIA X 'TUSCARORA' / RED CRAPE MYRTLE MULTI-TRUNK	MULTI-TRUNK, 3-1" CANE MIN.
(Symbol)	63	PINUS TAEDA / LOBLOLLY PINE	2" CAL. 8-10" HT.
(Symbol)	39	PISTACIA CHINENSIS / CHINESE PISTACHE	2" CAL. 8-10" HT.
(Symbol)	14	QUERCUS SHUMARDII / SHUMARD RED OAK	2" CAL. 8-10" HT.
(Symbol)	21	TAXODIUM DISTICHUM / BALD CYPRESS	2" CAL. 8-10" HT.
(Symbol)	34	ULMUS PARVIFOLIA / LACEBARK ELM	2" CAL. 10-12' HT.

ORDINANCE REQUIREMENTS

INTERIOR REQUIREMENTS
15 SQUARE FEET OF INTERNAL ISLANDS FOR EACH INTERIOR PARKING SPACE

INTERIOR PARKING SPACES, EXCLUDING SPACES ABUTTING A PERIMETER FOR WHICH LANDSCAPING IS REQUIRED: 843
843 X 15 = 12,645 SQUARE FEET REQUIRED INTERNAL LANDSCAPING

1 TREE FOR EVERY 100 SQUARE FEET OF REQUIRED LANDSCAPE AREA
12,645 SQUARE FEET / 100 = 127 TREES
NUMBER OF TREES PROVIDED WITHIN ISLANDS: 143

STREET LANDSCAPING REQUIREMENTS ADJACENT TO E. IMHOFF RD.:
AT LEAST ONE TREE PER 40 LINEAR FEET

PERIPHERAL LANDSCAPING REQUIREMENTS:
AT LEAST ONE TREE PER 40 LINEAR FEET, 20% EVERGREEN MINIMUM

NOTE:
SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION, INCLUDING GRADING, AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SODDED.

AUTOMATIC IRRIGATION SYSTEM WITH MANUAL QUICK COUPLERS TO BE PROVIDED BY OWNER.

1 LANDSCAPE PLAN
L-101 1"=50'-0"

PRELIMINARY LANDSCAPE PLAN
COLERAINE MULTI-FAMILY RESIDENTIAL

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

Crafton Tull
architecture | engineering | surveying
405.787.6270 | 405.787.6271
www.craftontull.com

SHEET NO.: 1 OF 3
DATE: 1/8/2026
PROJECT NO.: 25603901

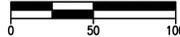
CERTIFICATE OF AUTHORIZATION: CA 979 (PLS) EXPIRES 6/30/2026

DRAWING COURTESY: ARCHITECTURE MANUFACTURE CO. (PHOTOGRAPHY: COL LANDSCAPING)

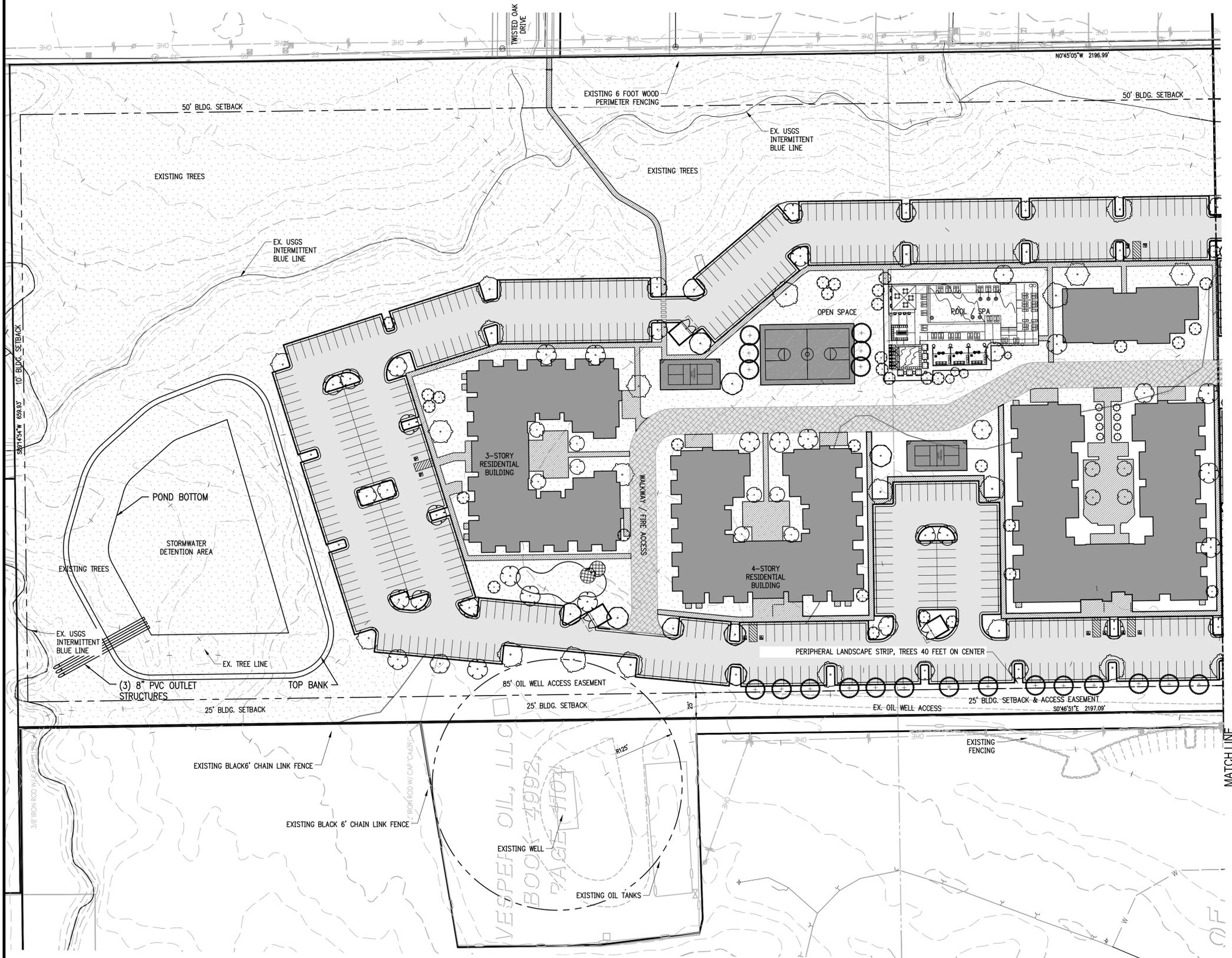


SCALE: 1" = 50'

GRAPHIC SCALE IN FEET



PRELIMINARY SITE LANDSCAPE PLAN OF COLERAINE MULTI-FAMILY RESIDENTIAL A PART OF SECTION 4, T8N, R2W NORMAN, CLEVELAND COUNTY, OKLAHOMA

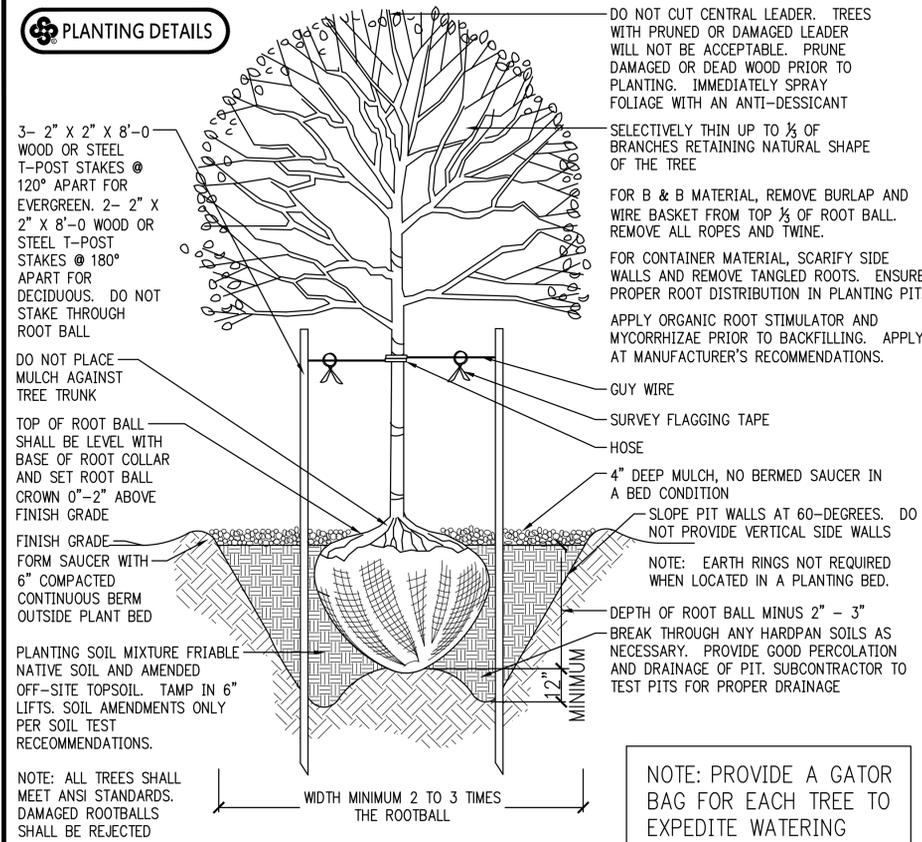


DRAWING COURTESY: ANTIPODESANTHARCHITECTURE.COM | ENGINEERING: CIVIL LANDSCAPING

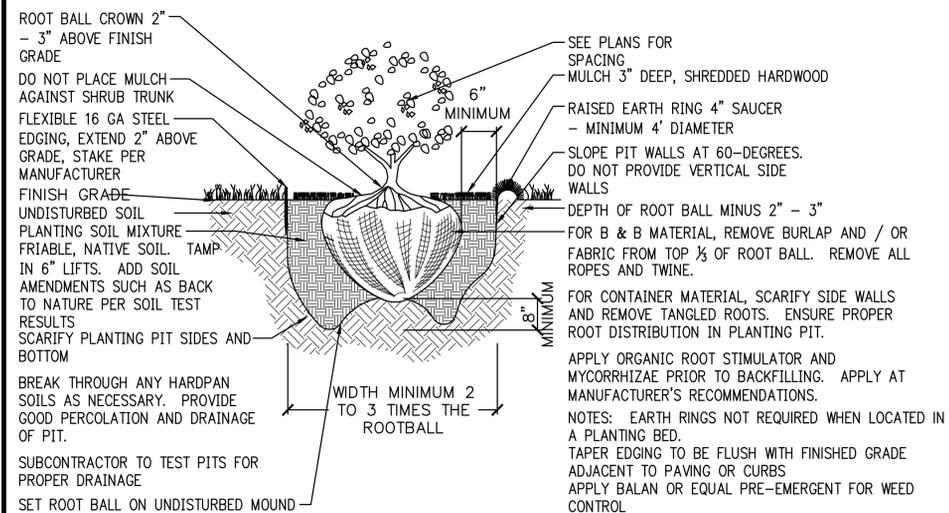
1 LANDSCAPE PLAN
L-102 1"=50'-0"

<p>PRELIMINARY LANDSCAPE PLAN COLERAINE MULTI-FAMILY RESIDENTIAL</p>	
<p>300 Pointe Parkway Blvd. Yukon, Oklahoma 73099</p>	
 <p>Crafton Tull architecture engineering surveying 405.787.6270 405.787.6274 www.craftontull.com</p>	<p>SHEET NO.: 2 OF 3</p>
	<p>DATE: 1/8/2026</p>
	<p>PROJECT NO.: 25603901</p>
<p><small>CERTIFICATE OF AUTHORIZATION: CA 979 (PLS) EXPIRES 6/30/2026</small></p>	

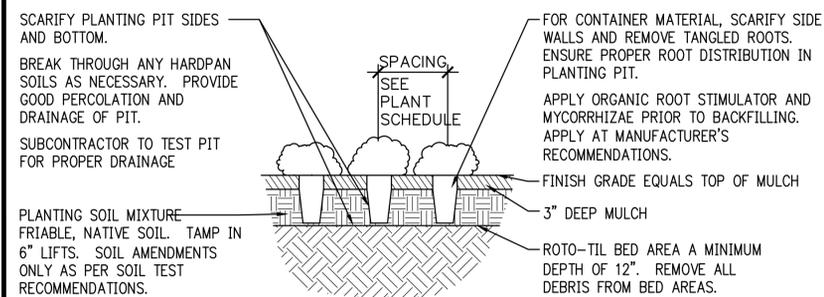
PLANTING DETAILS



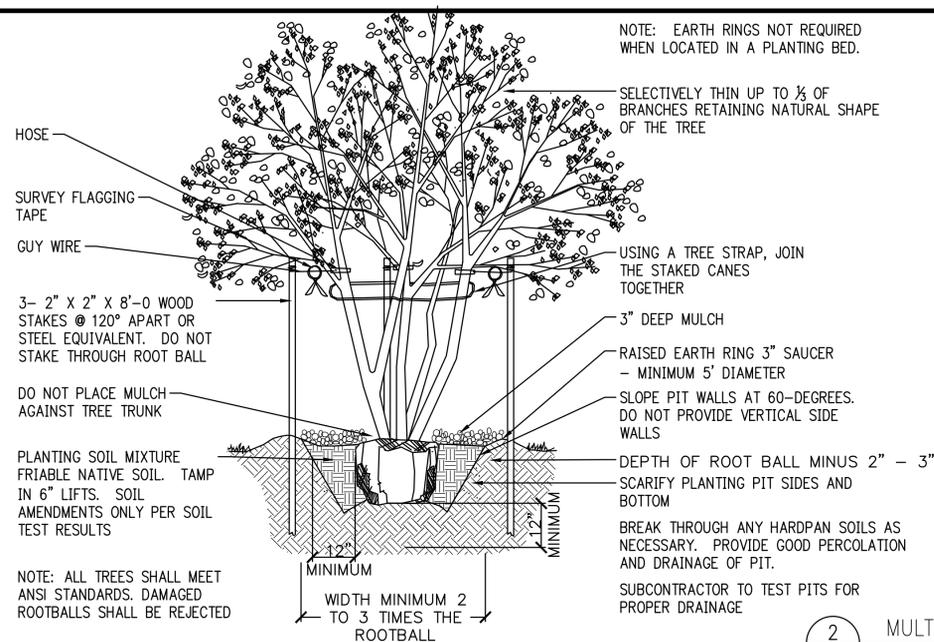
1 TREE PLANTING
L-501 NOT TO SCALE



2 SHRUB / ORNAMENTAL GRASSES PLANTING
L-501 NOT TO SCALE



3 GROUND COVER PLANTING
L-501 NOT TO SCALE



PLANTING NOTES

- THE QUANTITIES ON THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE GRAPHIC REPRESENTATIONS ON THE DRAWINGS TAKE PRECEDENT. VERIFY INDICATED QUANTITIES AND ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
- NO SUBSTITUTIONS AS TO SIZE, TYPE, SPACING, QUANTITY OR QUALITY OF PLANT MATERIAL SHALL BE MADE WITHOUT THE WRITTEN APPROVAL OF EITHER THE OWNER'S REPRESENTATIVE OR THE PROJECT LANDSCAPE ARCHITECT. CHANGES IN PLANT MATERIAL MAY CONSTITUTE PLAN RE-APPROVAL.
- PLANTS SHALL BE SUPPLIED AT THE SIZES SPECIFIED ON THE DRAWINGS. THE SIZES SHOWN ARE THE MINIMUM REQUIRED FOR EACH CATEGORY (HEIGHT, SPREAD, CALIPER, CONTAINER SIZE ETC.). THE PLANTS SUPPLIED MUST CONFORM TO ALL OF THE MINIMUM DIMENSIONS INDICATED. PLANTS OF LARGER SIZE MAY BE USED IF ACCEPTABLE TO THE OWNER AT NO ADDITIONAL COST AND IF SIZE OF CONTAINER OR ROOT BALLS, HEIGHT, AND SPREAD ARE INCREASED PROPORTIONATELY IN ACCORDANCE WITH ANSI Z-60.1, 2004 EDITION. ALL OTHER QUALITY REQUIREMENTS OF THE PLANT MATERIAL MUST ALSO BE ADHERED.
- ALL PLANTS MUST BE NURSERY GROWN. ALL TREES SHALL COMPLY WITH ANSI Z-60.1, 2004 EDITION AND THE URBAN TREE FOUNDATION GUIDELINE FOR NURSERY TREE QUALITY, 2009 EDITION. ALL PLANTS SHALL BE HIGHEST QUALITY. FIRST CLASS REPRESENTATIVES OF THEIR SPECIES. SECONDS, CULLS, OR PARK GRADE MATERIAL WILL BE REJECTED.
- CALIPER SIZE IS NOT TO BE REDUCED. CALIPER MEASUREMENTS SHALL BE TAKEN IN ACCORDANCE WITH ANSI STANDARDS.
- ALL TREES EXCEPT MULTI-TRUNKED MUST BE STRAIGHT TRUNKED, HAVE A STRONG CENTRAL LEADER, FULL HEADED, AND MEET THE MINIMUM REQUIREMENTS. TREES WITH "Y" SHAPE ARE NOT ACCEPTABLE UNLESS THAT SHAPE IS NATURAL TO THE GROWTH HABIT OF THE SPECIES. TREES THAT HAVE BEEN FRESHLY PRUNED TO MEET THESE SPECIFICATIONS SHALL BE REJECTED.
- THE PLANT'S VEGETATIVE CANOPY SHOULD BE MOSTLY SYMMETRICAL AND FREE OF LARGE VOIDS OR FLAT SURFACE AREAS.
- TREES AND SHRUBS MOVED DURING PERIODS OF HIGH TRANSPIRATION SHALL BE SPRAYED WITH AN ANTI-DESSICANT PRIOR TO MOVING. APPLY AND REMOVE ANTI-DESSICANTS ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.
- TREES SHALL BE STAKED AND GUYED AS DETAILED. STAKE AND GUYED MATERIALS SHALL BE REMOVED BY THE LANDSCAPE SUBCONTRACTOR SIX (6) MONTHS AFTER FINAL ACCEPTANCE.
- ALL PLANTS ARE SUBJECT TO REVIEW AND APPROVAL BY THE OWNER'S REPRESENTATIVE AT ANY TIME PRIOR TO FINAL ACCEPTANCE. REJECTED PLANTS SHALL BE REPLACED IMMEDIATELY AT NO ADDITIONAL COST.
- PRIOR TO COMMENCEMENT OF INSTALLATION, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UTILITIES AND SHALL AVOID DAMAGING UTILITIES DURING INSTALLATION. ANY UTILITIES DAMAGED DURING INSTALLATION SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR TO THE SATISFACTION OF THE APPROPRIATE UTILITY COMPANY AND THE GENERAL CONTRACTOR. ALL REPAIRS SHALL BE AT NO COST TO THE OWNER. CALL OKLAHOMA ONE-CALL SYSTEM AT 1-800-522-OKIE.
- ALL PLANT BEDS SHALL BE THOROUGHLY ROTO-TILLED A MINIMUM OF TWELVE INCHES (12") PRIOR TO PLANT PLACEMENT. AMENDMENTS, IF REQUIRED BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO THE TEST RESULT RECOMMENDATIONS. PROVIDE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES.
- THE LANDSCAPE CONTRACTOR SHALL UTILIZE ON-SITE TOPSOIL AS AVAILABLE UNLESS DEEMED NECESSARY TO BRING IN NEW TOPSOIL. ALL UNEVEN AREAS CAUSED BY PLANTING SHALL BE GRADED SMOOTH. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE PROJECT SHALL BE CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
- ALL PLANTS SHALL BE PLACED WITH THE BEST FACE FORWARD, TOWARDS THE STREET WHENEVER POSSIBLE.
- ALL PLANTS SHOULD BE PRUNED OF BROKEN AND DEAD WOOD AS NECESSARY PRIOR TO INSTALLATION. REMOVE NO MORE THAN 1/3 OF THE BRANCHING. DO NOT PLANT WHEN GROUND IS FROZEN OR MUDDY.
- MULCH SHALL BE SHREDDED HARDWOOD PLACED TO A DEPTH OF 3".
- PRE-EMERGENT HERBICIDES, TRIFLORALIN, PREEN, OR APPROVED EQUAL, SHALL BE APPLIED TO ALL PLANTING BEDS PRIOR TO MULCHING. APPLY AT MANUFACTURER'S RATES AND RECOMMENDATIONS.
- APPLY ORGANIC ROOT STIMULATOR, CONTAINING MYCORRHIZAE, TO ALL PLANTS PRIOR TO BACKFILLING. APPLY AT MANUFACTURER'S RATES AND RECOMMENDATIONS.
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE PLANT INSTALLATIONS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE RE-MULCHING, WATERING, WEEDING, APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY. MAINTENANCE SHALL INCLUDE ALL PLANTINGS, TREES, AND GROUND COVERS.
- THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL PLANTS SHALL BE IN A HEALTHY AND THRIVING CONDITION ACCORDING TO THE NATURAL GROWTH HABITS OF THE INDIVIDUAL SPECIES AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE PLANT MATERIAL FOR ONE YEAR AFTER FINAL ACCEPTANCE.

TURF NOTES

- SOD AREAS SHOWN SHALL BE PLANTED WITH U-3 BERMUDA SOD OR EQUIVALENT AS APPROVED BY OWNER'S REPRESENTATIVE. ALL OTHER AREAS DISTURBED BY CONSTRUCTION AND NOT SHOWN TO BE PAVED, PLANTING BED OR OTHERWISE INDICATED, SHALL BE SODDED.
- REMOVE ALL WEEDS, GRASS AND ANY DEBRIS LARGER THAN 1" IN DIAMETER FROM ALL AREAS TO BE SODDED. SODDED AREAS ARE TO BE ROTO-TILLED TO A DEPTH OF 6" AND ROUGH GRADED. TOPSOIL SHALL BE ADDED TO A DEPTH OF 4". SOIL AMENDMENTS AND FERTILIZER BASED ON SITE-SPECIFIC SOIL TEST RESULTS, SHALL BE THOROUGHLY TILLED INTO THE SOIL ACCORDING TO SOIL TEST RECOMMENDATIONS ALONG WITH THE TOPSOIL.
- GRADE SODDED AREAS SMOOTH TO WITHIN 1" OF FINISH GRADE AND ENSURE PROPER DRAINAGE AWAY FROM ALL STRUCTURES. ROLL SURFACE WITH A ROLLER TO ACHIEVE A SMOOTH FIRM SURFACE.
- LAY SOD WITHIN 24 HOURS OF DELIVERY. LAY SOD WITH ENDS STAGGERED. LAY SOD PERPENDICULAR TO ANY SLOPES AND STAKE WITH NAILS OR PEGS ACCORDING TO MANUFACTURER RECOMMENDATIONS. ROLL SOD AGAIN AFTER INSTALLATION TO ENSURE GOOD CONTACT WITH THE SOIL.
- WATER SOD THOROUGHLY AFTER INSTALLATION. FOR THE FIRST FEW WEEKS AFTER SODDING, WATER DAILY JUST ENOUGH TO MOISTEN THE GRASS AND UNDERLYING SOIL. MAY NEED TO WATER TWO OR THREE TIMES A DAY. AVOID PUDDLING AND RUN-OFF.
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL SODDED AREAS UNTIL ACCEPTED BY THE OWNER'S REPRESENTATIVE AND THE PROJECT IS TURNED OVER TO THE OWNER. MAINTENANCE SHALL INCLUDE MOWING, WATERING, EDGING AND WEEDING. APPLICATIONS OF HERBICIDES, FUNGICIDES, INSECTICIDES AND PESTICIDES AS NECESSARY.
- THE LANDSCAPE CONTRACTOR SHALL GUARANTEE THAT ALL SODDED AREAS ARE IN A HEALTHY AND THRIVING CONDITION AT THE TIME OF THE TURNOVER TO THE OWNER. LANDSCAPE CONTRACTOR SHALL GUARANTEE THE TURF FOR A PERIOD OF SIX MONTHS AFTER FINAL ACCEPTANCE.

IRRIGATION NOTES

- THE IRRIGATION SHALL BE PERFORMED BY A DESIGN/BUILD CONTRACTOR. CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL SITE UTILITIES, COORDINATING UTILITY CONSTRUCTION WITH OWNER, AND PROTECTING UTILITIES DURING CONSTRUCTION.
- ACTUAL LOCATION OF BACKFLOW AND METER MAY CHANGE, AND SHOULD BE COORDINATED WITH OWNER'S REPRESENTATIVE. LOCATION OF ALL SLEEVING SHOULD BE COORDINATED WITH OTHER SITE UTILITIES WITH THE GENERAL CONTRACTOR. QUICK COUPLER LOCATIONS SHOULD BE MAINTAINED. IF QUICK COUPLERS ARE MOVED, THEY MUST BE LOCATED IN SUCH A WAY THAT ALL NEW LANDSCAPE MATERIALS ARE WITHIN 100' OF QUICK COUPLER CONNECTION.
- INSTALL ALL MATERIALS AS PER MANUFACTURER'S RECOMMENDATIONS, AND TO MEET ALL LOCAL CODES.
- RPZ BACKFLOW PREVENTER TO BE INSTALLED AS PER ALL APPLICABLE CODE AND ORDINANCE REQUIREMENTS.
- QUICK COUPLER TO BE RAINBIRD 3/4" COUPLER OR APPROVED EQUAL. CONTRACTOR WILL PROVIDE TWO (2) COUPLER KEYS AND HOSE SWIVEL ELLS FOR EACH COUPLER.
- ALL PIPING TO BE MINIMUM 1" DIAMETER SCHEDULE 40 PVC BURIED AT A DEPTH NO LESS THAN 18" BELOW FINISH GRADE.
- THE IRRIGATION CONTRACTOR IS RESPONSIBLE FOR VERIFYING STATIC PRESSURE AND GPM AT METER TO ENSURE MINIMUM PRESSURE IS MET AT FARTHEST COUPLER FOR PROPER OPERATION.

PRELIMINARY LANDSCAPE PLAN
COLERAINE MULTI-FAMILY RESIDENTIAL

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

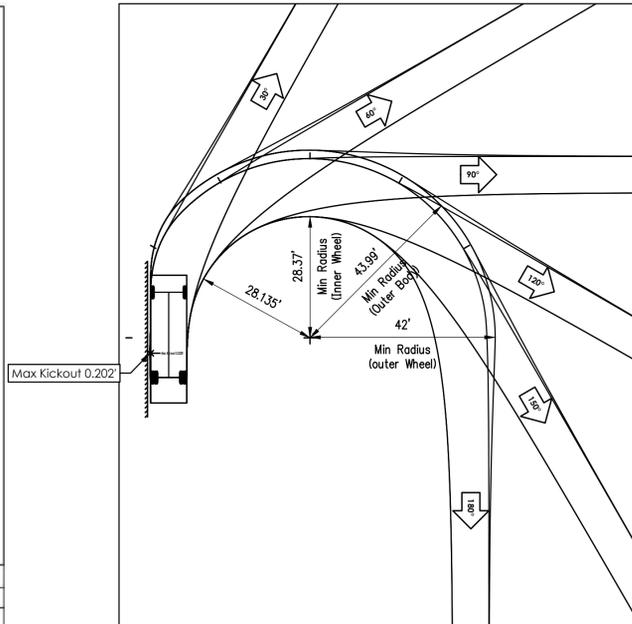
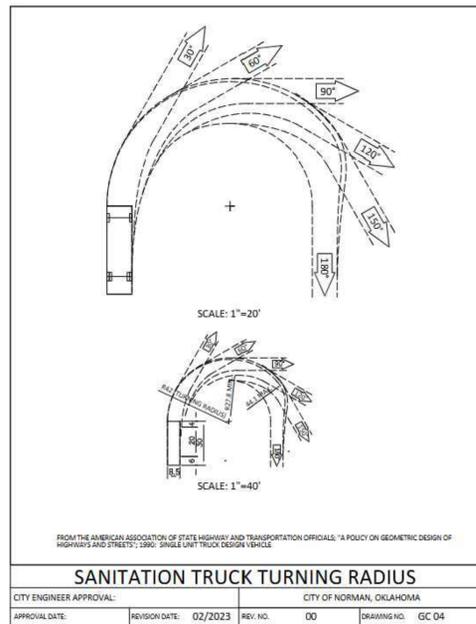
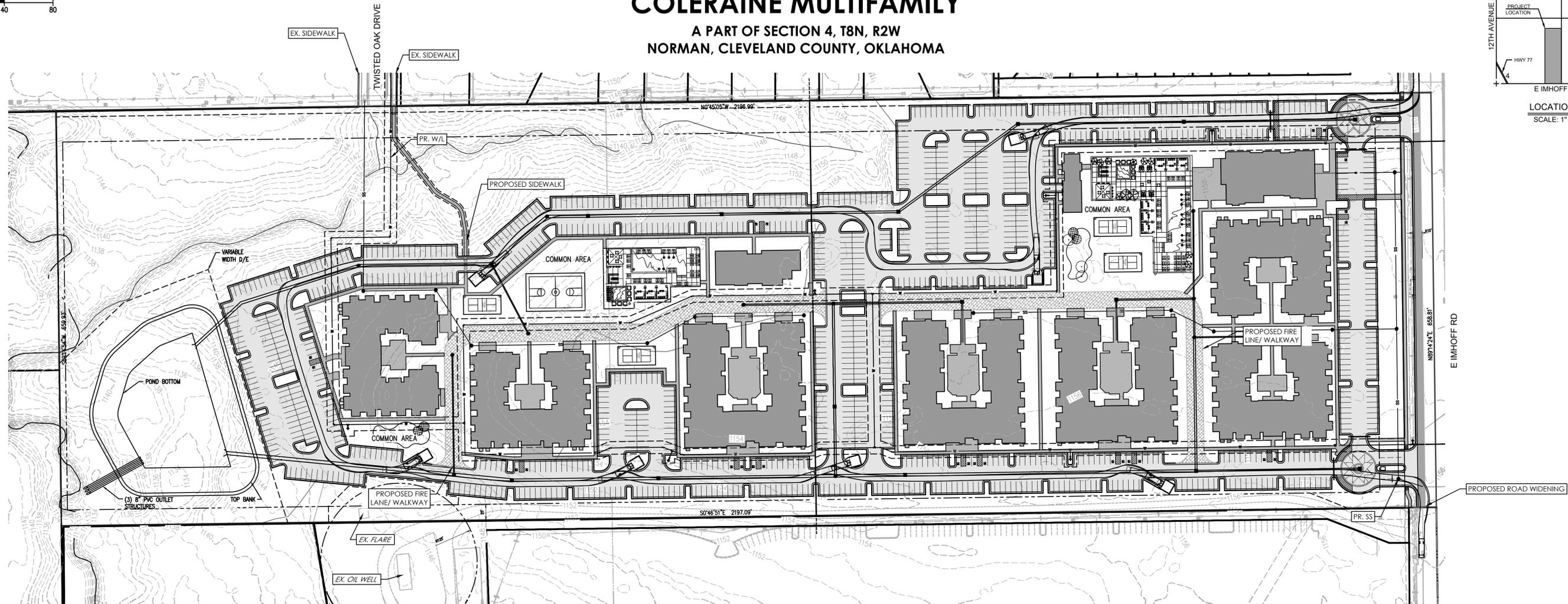
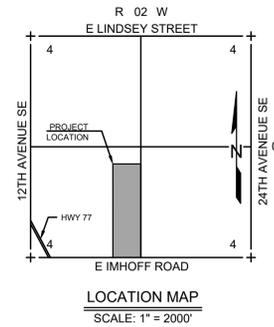
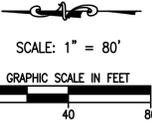
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SHEET NO.: 3 OF 3
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION
CA 979 (PLS) EXPIRES 4/30/2026

DRAWING COURTESY: LANDSCAPE CONTRACTOR CONSULTING, LANDSCAPING

SANITATION TURNING RADIUS
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



**SANITATION TURNING RADIUS
COLERAINE MULTI-FAMILY**

300 Points Parkway Blvd.
Tulsa, Oklahoma 73099

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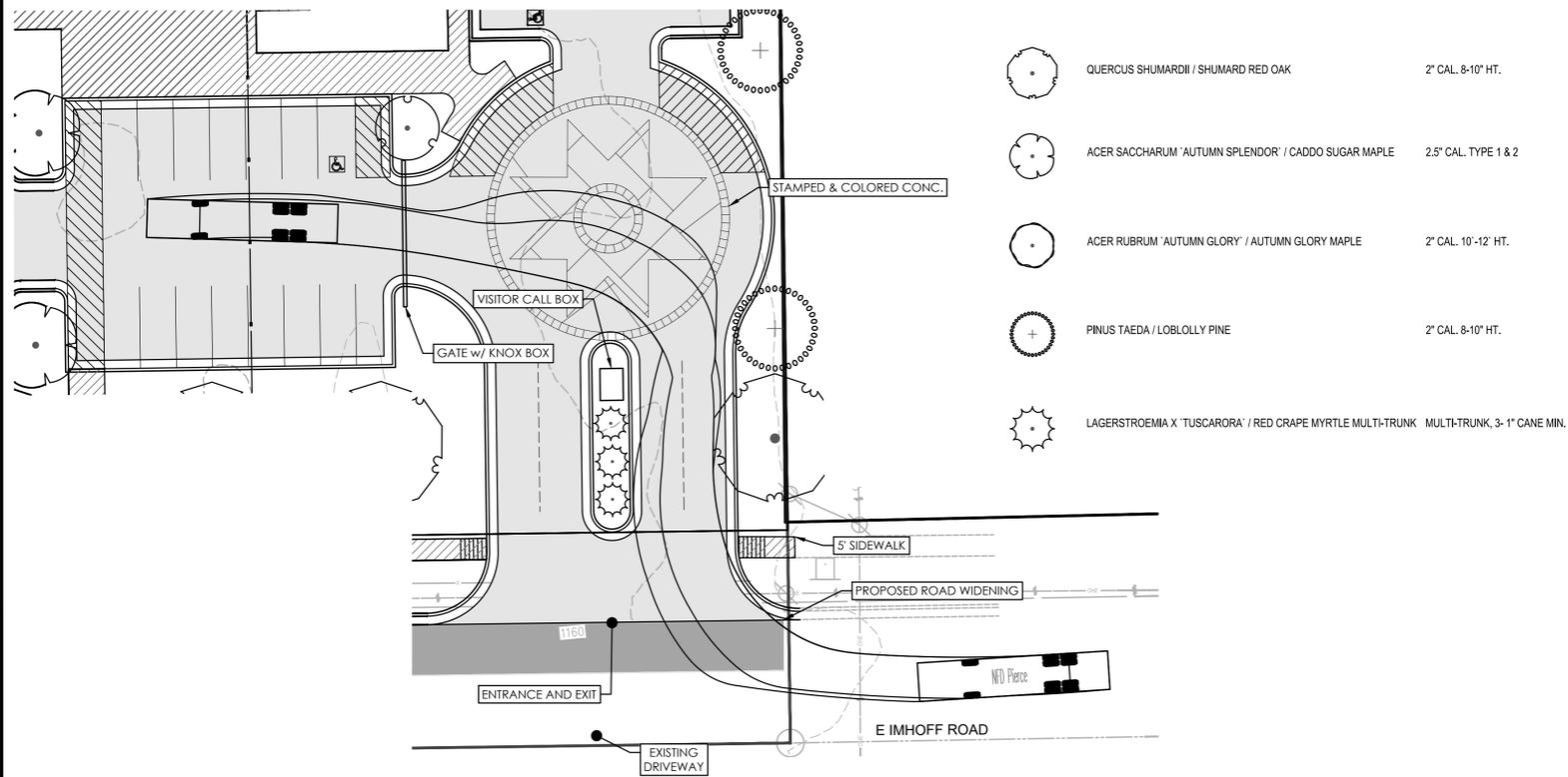
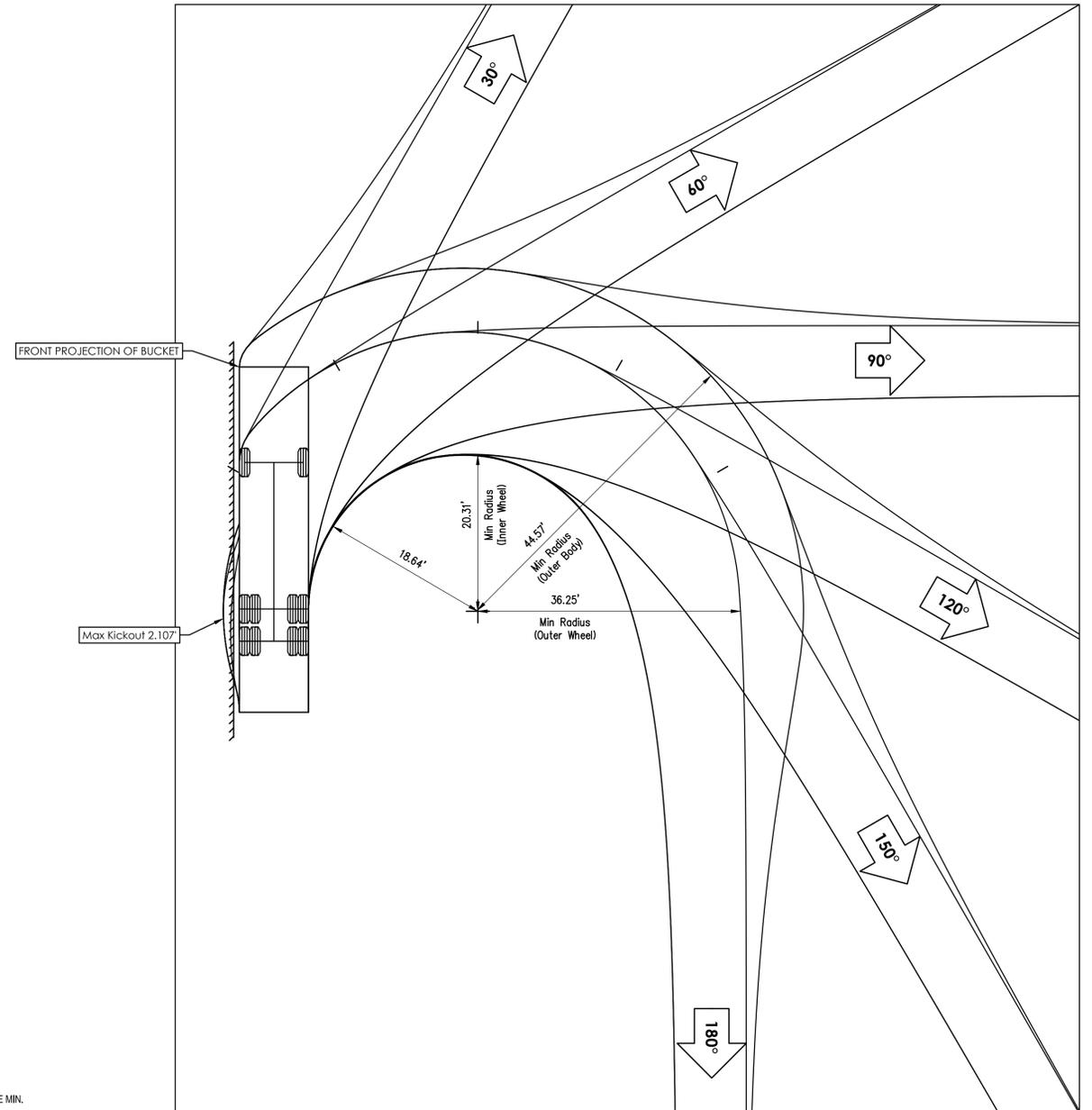
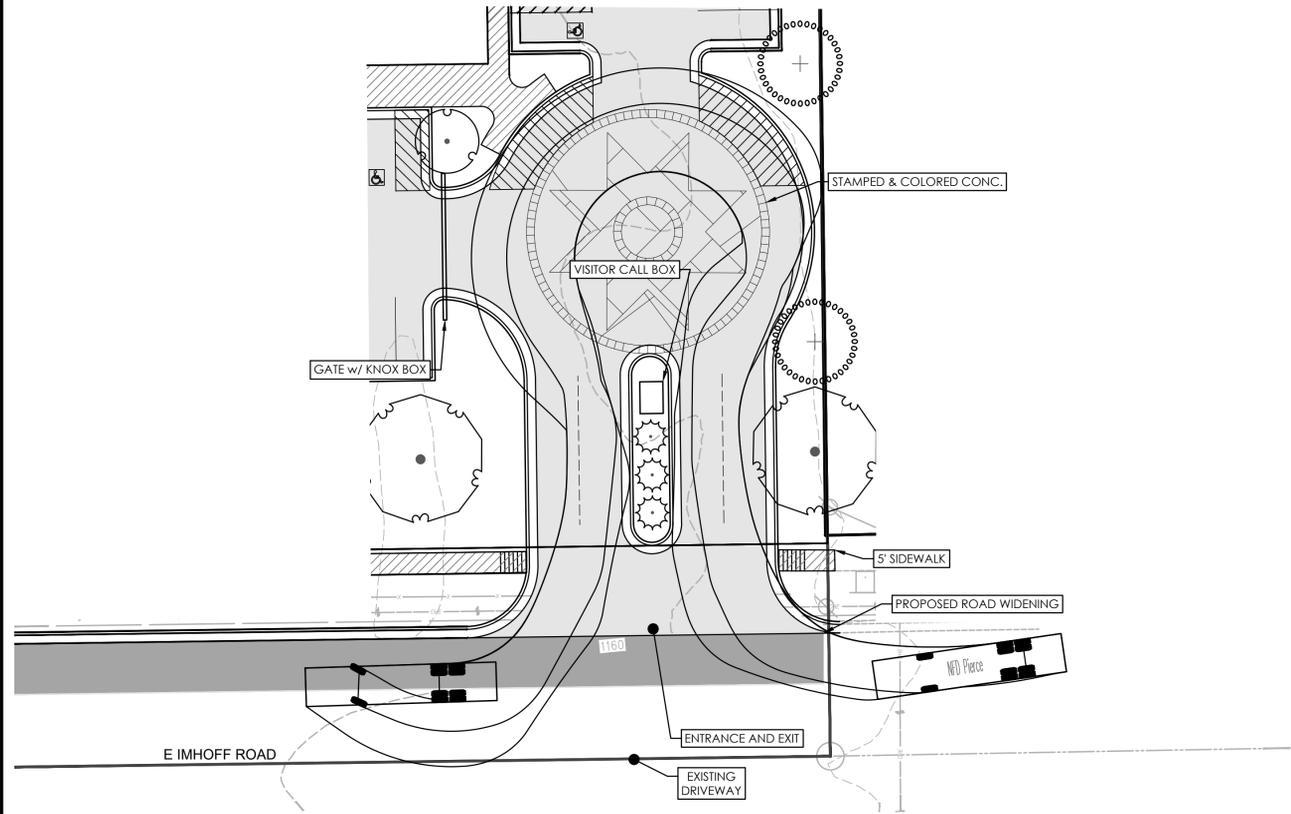
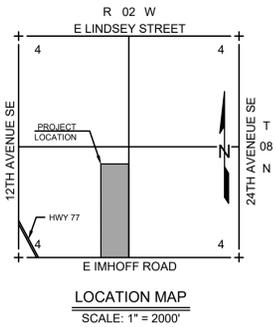
SHEET NO.: 1 OF 1
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION
CA 979 (PLS) EXPIRES 6/30/2026

DRAWING COURTESY: INDEPENDENT MANUFACTURERS CITY ENGINEERING - CONFORM 12/19/20

EAST GATED ACCESS EXHIBIT OF COLERAINE MULTIFAMILY

A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



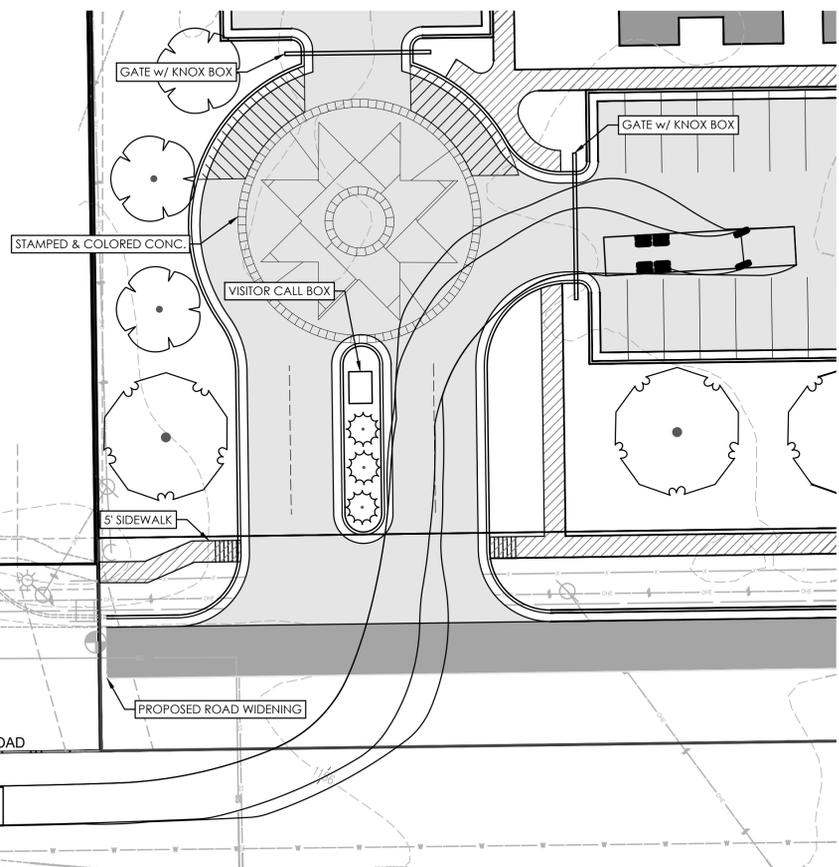
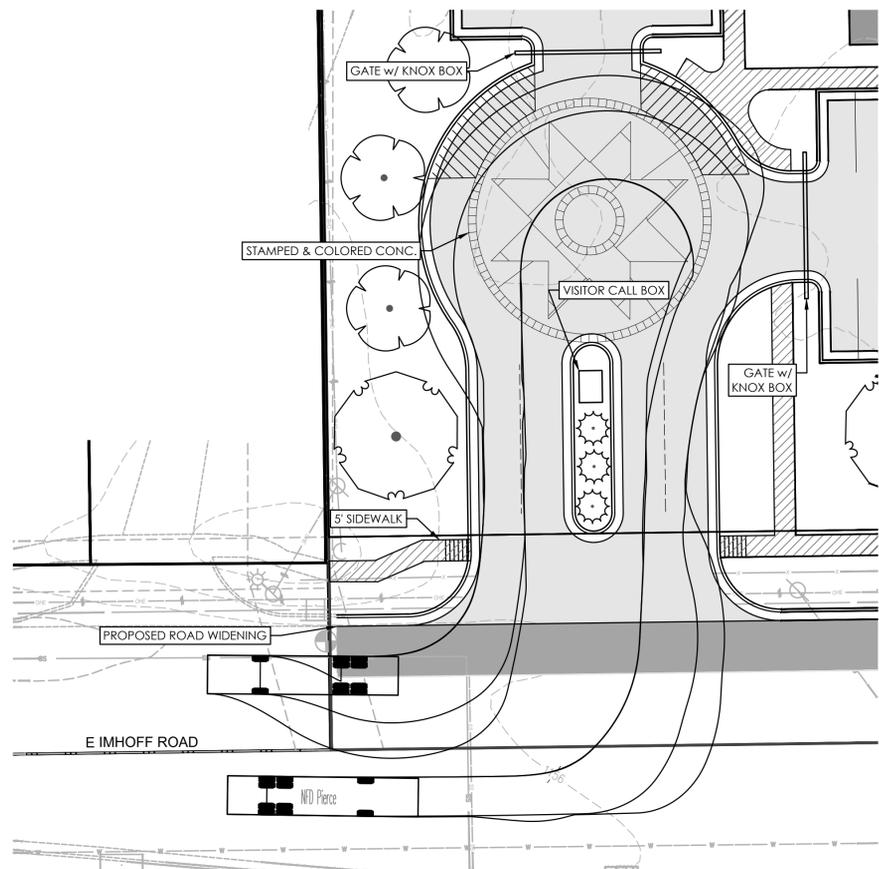
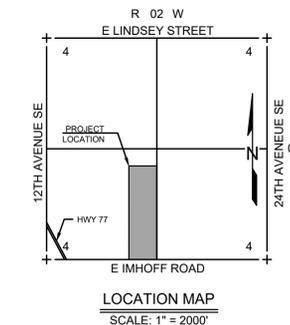
SCALE: 1" = 20'

GRAPHIC SCALE IN FEET

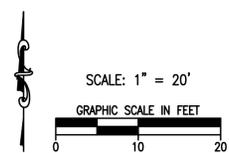
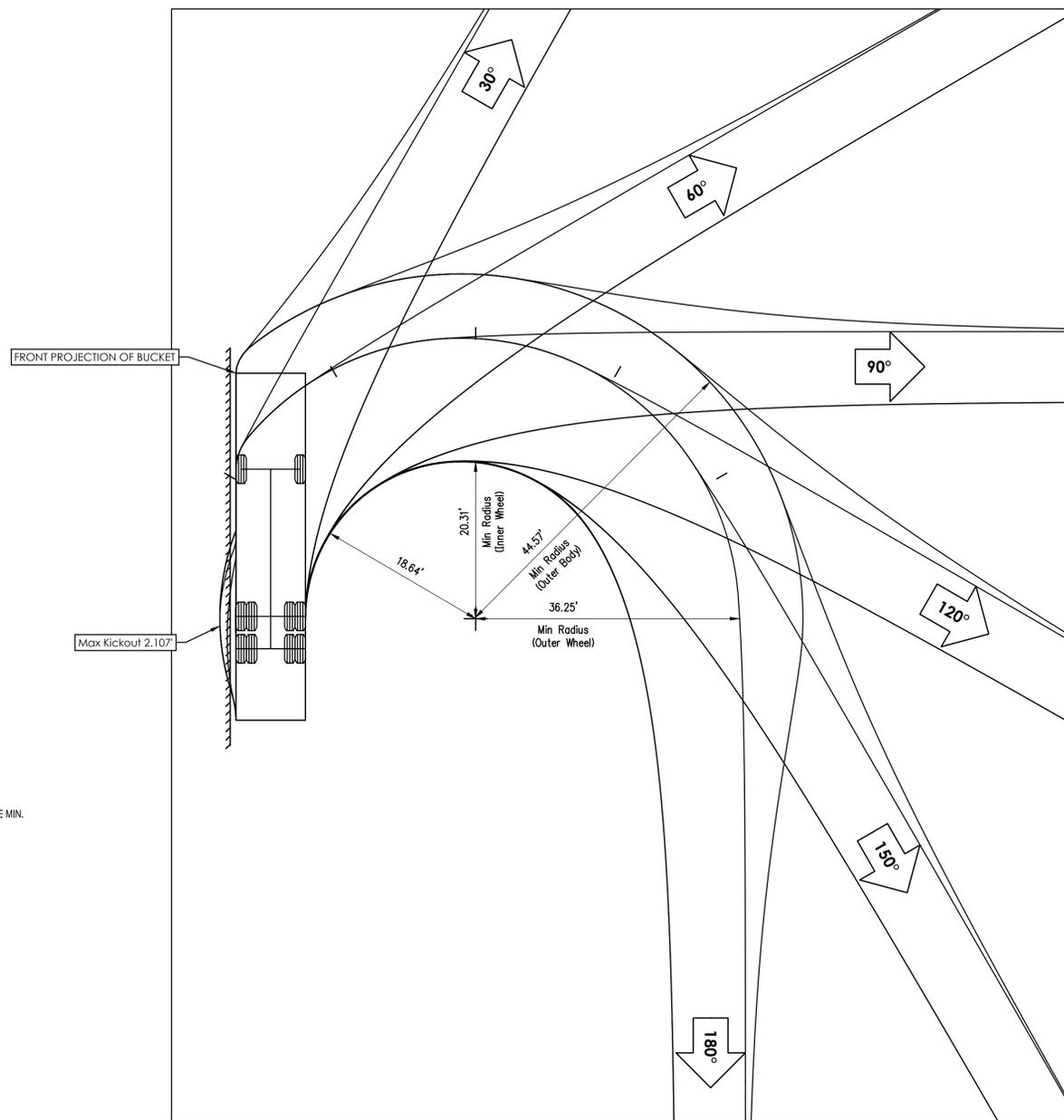


EAST GATED ACCESS EXHIBIT COLERAINE MULTI-FAMILY	
Crafton Tull architecture engineering surveying 405.787.6270 405.787.6276.1 www.craftontull.com	300 Painte Parkway Blvd. Yukon, Oklahoma 73099 SHEET NO.: 1 OF 2 DATE: 1/8/2026 PROJECT NO.: 25603901
CERTIFICATE OF AUTHORIZATION: CA 979 (PLS) EXPIRES 6/30/2026	

WEST GATED ACCESS EXHIBIT
OF
COLERAINE MULTIFAMILY
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA



-  QUERCUS SHUMARDII / SHUMARD RED OAK 2" CAL. 8-10' HT.
-  ACER SACCHARUM 'AUTUMN SPLENDOR' / CADDO SUGAR MAPLE 2.5" CAL. TYPE 1 & 2
-  ACER RUBRUM 'AUTUMN GLORY' / AUTUMN GLORY MAPLE 2" CAL. 10'-12' HT.
-  PINUS TAEDA / LOBLOLLY PINE 2" CAL. 8-10' HT.
-  LAGERSTROEMIA X TUSCARORA / RED CRAPE MYRTLE MULTI-TRUNK MULTI-TRUNK, 3-1" CANE MIN.



WEST GATED ACCESS EXHIBIT
COLERAINE MULTI-FAMILY

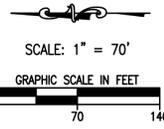
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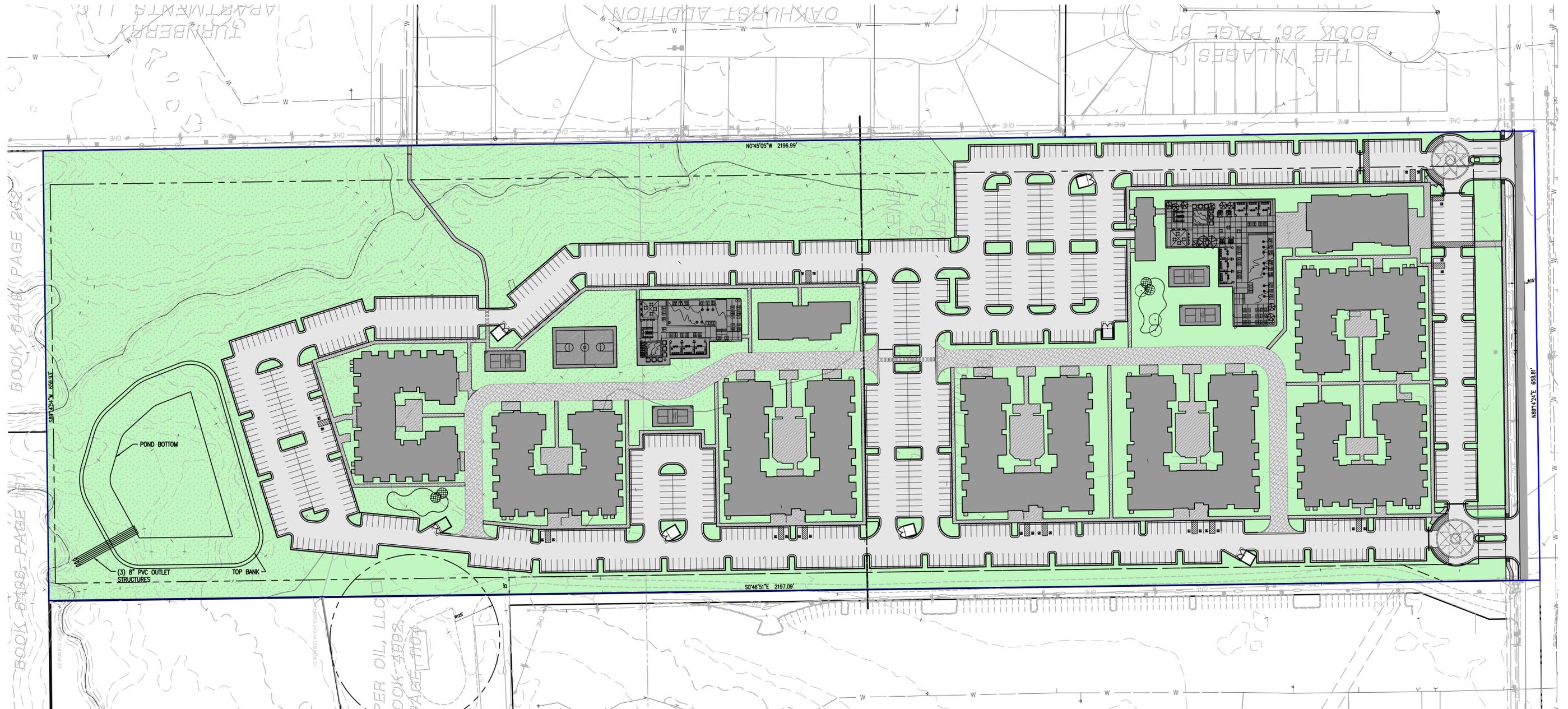
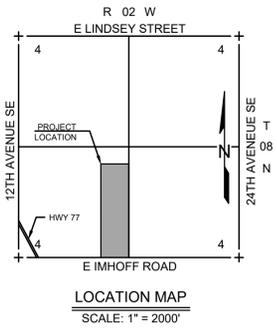
SHEET NO.: 2 OF 2
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION:
CA 979 (PLS) EXPIRES 6/30/2026

DRAWING COURTESY: ANTIPODESIGN ARCHITECTURE (ANTIPODESIGN.COM) AND WFO PIERCE



PERVIOUS VS IMPERVIOUS PLN
OF
COLERAINE MULTI-FAMILY RESIDENTIAL
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA

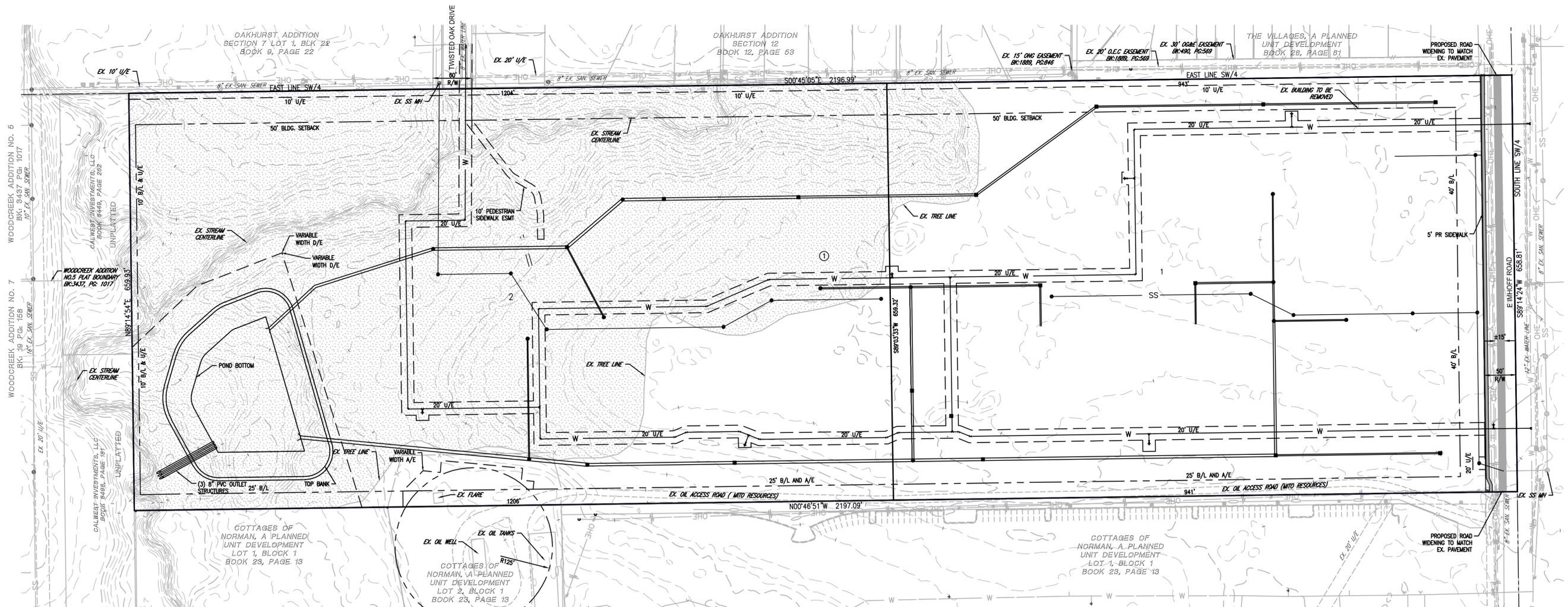
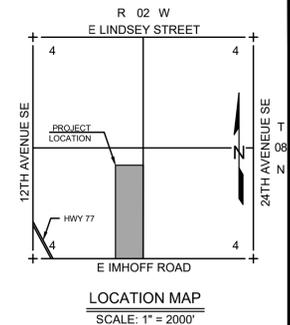


SUMMARY	
SITE AREA:	32.50 ACRES
PERVIOUS AREA:	15.9 ACRES, 48.93%
IMPERVIOUS AREA:	16.6 ACRES, 51.07%

PERVIOUS VS IMPERVIOUS PLAN COLERAINE MULTI-FAMILY RESIDENTIAL	
	<small>300 Pointe Parkway Blvd. Tulsa, Oklahoma 73099</small> Crafton Tull <small>architecture engineering surveying</small> <small>405.787.6270 405.787.6271</small> <small>www.craftontull.com</small>
	<small>CERTIFICATE OF AUTHORIZATION CA 979 (PLS) EXPIRES 6/30/2026</small>
<small>SHEET NO.:</small> 1 OF 1 <small>DATE:</small> 1/8/2026 <small>PROJECT NO.:</small> 25603901	<small>607</small>

DRAWING COURTESY: PHOTOGRAPHY BY MANUELA COVA; LANDSCAPING BY PER OIL, LLO; BOOK 21992; VEGETATION

PRELIMINARY PLAT
OF
COLERAINE MULTIFAMILY,
A PLANNED UNIT DEVELOPMENT
A PART OF THE SW/4 OF SECTION 4, T8N -R2W, I.M.,
NORMAN, CLEVELAND COUNTY, OKLAHOMA



LOT COUNT:

RESIDENTIAL	2 LOTS	32.50 ACRES
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LEGEND

B/L	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX.	EXISTING
L.O.A.	LIMITS OF ACCESS
R/W	RIGHT-OF-WAY
U/E	UTILITY EASEMENT
A/E	ACCESS EASEMENT
SS	SANITARY SEWER
W	WATER LINE

ZONING:

CURRENT:	"A-2" AGRICULTURAL "I-2" INDUSTRIAL
PROPOSED:	"PUD" MULTI-FAMILY RESIDENTIAL

- NOTES
- Maintenance of the common areas, islands/medians in public rights-of-way, and drainage areas shown shall be the responsibility of the Property Owner. No structures, storage of material, grading, fill, or other obstructions, either temporary or permanent shall be placed within drainage areas shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.
 - A sidewalk shall be required on each lot and must be installed prior to the issuance of an Occupancy Permit.
 - Sidewalks are the responsibility of the developer and must be installed prior to the issuance of any Occupancy Permits. Arterial sidewalks will be provided in accordance with sidewalk ordinances.
 - All existing and proposed easements will be tied to lot corners on final plats. Final location of such to be subject to engineering review of public improvements.
 - All maintenance within the drainage detention facility shall be the right, duty and responsibility of the drainage area Property Owner; However, if maintenance is neglected or subject to other unusual circumstances and is determined to be a hazard or threat to public safety by the City, corrective maintenance may be performed by the governing jurisdiction with costs assessed and born upon said Drainage Area Property Owner. Officials representing the Public Works Department, shall have the right to enter upon the property for purposes of periodic inspection and/or corrective maintenance of the facility. Upon receiving written approval from the Public Works Department, Property Owner may construct improvements within the property, provided the improvement does not interfere with the function of the detention facility.
 - All Public Utilities shall be designed in accordance with the City of Norman Standards.
 - All Public Utilities will be in dedicated easements.
 - All Sanitary Sewer Lines to be 8" Dia. unless noted otherwise.
 - All Water Lines to be 8" Dia. unless noted otherwise.
 - Fire Hydrants will be located and installed in accordance with the Final Plans and the City of Norman Standards and Specifications.
 - All Public Improvements are subject to engineering review and approval. Final size and location to be installed in accordance with the Final Plans and the City of Norman Standards and Specifications.
 - Property is located in the Bishop Creek watershed with a total drainage area of 7,411.20 Acres MOL.

LEGAL DESCRIPTION

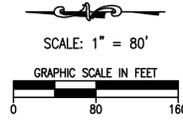
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S89°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 659.93 feet; thence S00°45'05"E a distance of 2196.99 feet to the POINT OF BEGINNING.

Said tract contains 1,448,661 Sq Ft or 33.25 Acres, more or less.

The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.S. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 710062501076 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

CURRENT PROPERTY OWNER:	ENGINEER:
FOSTER FAMILY LIVING TRUST 1708 LENOX DR NORMAN, OK 73069	CRAFTON, TULL & ASSOCIATES, INC. BRADEN SHAFFER, P.E., CFM 300 POINTE PARKWAY BLVD YUKON, OK 73099
DEVELOPER:	PH: 405-787-6270 EMAIL: braden.shaffer@craftontull.com
COLERAINE CAPITAL GROUP, INC. 2100 GARDEN RD, BLDG A MONTEREY, CA 93940	SURVEYOR:
PH: 831-324-4227 EMAIL: bmoon@colerainecapital.com	CRAFTON, TULL & ASSOCIATES, INC. LEE ALLEN SCHROEDER, P.S. 300 POINTE PARKWAY BLVD YUKON, OK 73099
	PH: 405-787-6270 EMAIL: lee.schroeder@craftontull.com



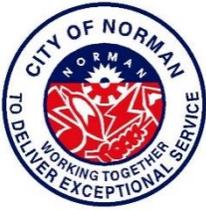
PRELIMINARY PLAT
COLERAINE MULTIFAMILY

300 Pointe Parkway Blvd.
Yukon, Oklahoma 73099

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405.787.6276 | 405.787.6276 f
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SHEET NO.: 1 OF 1
DATE: 1/8/2026
PROJECT NO.: 25603901

CERTIFICATE OF AUTHORIZATION:
CA 973 PLEAS EXPIRES 4/30/2026



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/9/2025

REQUESTER: Foster Family Living Trust (Crafton Tull & Associates, Inc)

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY FOSTER FAMILY LIVING TRUST (CRAFTON TULL & ASSOCIATES, INC) FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED 1500' EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD.

ITEM: Consideration of a preliminary plat for COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT.

LOCATION: Generally located 1500' east of Classen Boulevard on the north side of Imhoff Road.

INFORMATION:

1. Owners. Foster Family Living Trust.
2. Developer. Coleraine Capital Group, Inc.
3. Engineer. Crafton Tull & Associates, Inc.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1314 annexing this property into the Norman Corporate City Limits without zoning.
2. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.
3. January 12, 1965. City Council adopted Ordinance No. 1735 placing a portion of this property in the I-1, Light Industrial District and removing it from A-2, Rural Agricultural District

4. September 4, 2025. The Norman Board of Parks Commissioners, on a vote of 6-0, recommended fee in lieu of park land for the preliminary plat for Coleraine Multifamily, a Planned Unit Development.
5. September 11, 2025. The consideration to place this property in the PUD, Planned Unit Development and the preliminary plat for Coleraine Multifamily were postponed at the request of the applicant.
6. October 9, 2025. The applicant has requested the Planning Commission recommend to City Council the placing of this property in the PUD, Planned Unit Development and removing it from a-2, Rural Agricultura District and I-1, Light Industrial District

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City Standards. Their locations will be reviewed by the Fire Department.
2. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards.
3. Sidewalks. Sidewalks will be required adjacent to Imhoff Road.
4. Storm Sewers. Storm water run off will be conveyed to a proposed privately-maintained detention facility within this ownership.
5. Streets. Imhoff Road will be constructed in accordance with approved plans and City paving standards.
6. Water Mains. Water mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards to serve interior fire hydrants. There is an existing 12-inch water main adjacent to Imhoff Road.

PUBLIC DEDICATIONS:

1. Easements. All required easements will be dedicated to the City on the final plat.
2. Rights-of-Way. All street rights-of-way will be dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary site development plan and preliminary plat are included in the Agenda Book

STAFF COMMENTS AND RECOMMENDATION: This property consists of 32.50 acres and 1 lot. Access will be to Imhoff Road. Staff can support the preliminary plat for Coleraine Multifamily, a Planned Unit Development.

ACTION NEEDED: Recommend approval or disapproval of the preliminary plat for Coleraine Multifamily, a Planned Unit Development to City Council.

ACTION TAKEN: _____



CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Thursday, October 09, 2025, at 5:30 PM

MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session in the Council Chambers at the Municipal Building, on Thursday, October 09, 2025 at 5:30 PM. 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.

Commissioner Bird called the meeting to order at 5:30 p.m.

ROLL CALL

PRESENT

Steven McDaniel
Michael Jablonski
Erica Bird
Doug McClure
Jim Griffith
Maria Kindel
Kevan Parker

ABSENT

Cameron Brewer
Liz McKown

STAFF PRESENT

Jane Hudson, Planning and Community Development Director
Lora Hoggatt, Planning Services Manager
Brenda Wolf, Manager of Operations-Planning
Justin Fish, Planner I
Beth Muckala, Assistant City Attorney III
David Riesland, Transportation Engineer
Todd McLellan, Development Engineer
Whitney Kline, Admin Tech IV
Laci Witcher, Permit Technician

GUEST PRESENT

Alan Tullins, 1600 E. Imhoff Road, Norman, OK
Michael Carter, 1124 Chautauqua Avenue, Norman, OK
Matt Peacock, 121 S. Santa Fe Avenue, Norman, OK
Gunner Joyce, Rieger Sadler Joyce LLC, 136 Thompson Drive, Norman, OK
David Gandesbery, 2124 Oakvista Circle, Norman, OK

CONSENT ITEMS

This section is placed on the agenda so that the Planning Commission, by unanimous consent, may designate those items that they wish to approve by one motion. Any of these items may be removed from the Consent Docket and be heard in its regular order.

Minutes

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

PLANNING COMMISSION MEETING MINUTES OF SEPTEMBER 11, 2025.

ITEMS SUBMITTED FOR THE RECORD

1. September 11, 2025, Planning Commission Regular Session Minutes

Short Form Plats

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR SFP-2526-1: CONSIDERATION OF SHORT FORM PLAT SUBMITTED BY KNL PROPERTIES, LLC (GOLDEN LAND SURVEYING) FOR 2020 WEST LINDSEY (BLOCK B HILLTOP ADDITION) LOCATED AT 2020 WEST LINDSEY STREET.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Short Form Plat
4. Site Plan

Certificates of Survey

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR COS-2526-2: CONSIDERATION OF NORMAN RURAL CERTIFICATE OF SURVEY SUBMITTED BY BOOG KNIGHTS PROPERTIES, LLC (ARKOMA SURVEYING & MAPPING) FOR GREGORY ESTATES GENERALLY LOCATED ONE-QUARTER MILE EAST OF 144TH AVENUE N.E. ON THE NORTH SIDE OF INDIAN HILLS ROAD.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Certificate of Survey
4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR COS-2526-3 WITH A VARIANCE IN THE MINIMUM WITH REQUIREMENT MEASURED AT THE FRONT BUILDING SETBACK FROM 330' TO 275.98' FOR TRACTS 1 AND 2, AND A VARIANCE IN THE TEN ACRES REQUIREMENT FROM 10 ACRES TO 9.61 ACRES: CONSIDERATION OF NORMAN

RURAL CERTIFICATE OF SURVEY SUBMITTED BY WILLIAM HARLESS (GOLD LAND SURVEYING) FOR ROADRUNNER ESTATES FOR PROPERTY LOCATED AT 5401 ALAMEDA STREET.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Survey Plat

Motion by Commissioner McDaniel to approve the consent docket; **Second** by Commissioner Kindel.

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

NON-CONSENT ITEMS

Ironwood Hills PUD Rezoning & Preliminary Plat

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-38: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE EAST HALF (E/2) OF THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (SOUTH OF E. LINDSEY ST. BETWEEN 36TH AVENUE SE. AND 48TH AVENUE SE)

This item has been withdrawn by the applicant.

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2425-12: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY PREMIUM LAND, LLC FOR IRONWOOD HILLS, A PLANNED UNIT DEVELOPMENT, FOR 77.97 ACRES OF PROPERTY GENERALLY LOCATED SOUTH OF E. LINDSEY ST. BETWEEN 36TH AVENUE SE. AND 48TH AVENUE SE.

This item has been withdrawn by the applicant.

Coleraine Multifamily PUD Rezoning & Preliminary Plat

7. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-6: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTHWEST QUARTER (SW/4) OF SECTION FOUR (4), TOWNSHIP EIGHT NORTH (T8N), RANGE TWO WEST (R2W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A PUD, PLANNED UNIT

DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (175 IMHOFF ROAD)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Preliminary Plat
 4. Preliminary Site Development Plan
8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-7: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY FOSTER FAMILY LIVING TRUST (CRAFTON TULL & ASSOCIATES, INC) FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED 1500' EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Preliminary Plat
4. Preliminary Site Development Plan
5. Development Review Form Transportation Impacts
6. City of Norman Pre-Development
7. Protest Map
8. Letter of Protest

Staff Presentation

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

Commissioner Bird asked whether the City had plans for road improvements in the area.

Todd McLellan, Development Engineer, responded the developer is required to widen Imhoff Road in front of the property as part of this development.

Applicant Presentation

Gunner Joyce, representing the applicant, provided an overview of the project, highlighting strong attendance at the Pre-Development meeting and a commitment to preserving green space, especially on the property's east side. He noted the proposal aligns with AIM Norman.

Mr. Joyce added the project will be completed in two phases, totaling 456 units—starting with the southern half, followed by the northern half.

Commissioner Jablonski asked if the eastern green space would be preserved to maintain the neighbors' forested views. Mr. Joyce confirmed the developer intends to retain as much natural vegetation as possible.

Public Comments

Alan Tullis, speaking on behalf of his aunt Helen Todd, inquired about the widening of Imhoff Road. He noted that Mr. McLellan from Engineering had already addressed the issue earlier and had no further questions.

City Councilmember David Gandesbury stated he was able to meet with the applicant representing neighbor concerns. He later met with neighbors to discuss their concerns. He emphasized nearby residents wanted their concerns acknowledged, specifically the preservation of trees and maintaining the creek's natural flow to protect wildlife. He also noted the street lighting on Imhoff Road should be carefully considered. He appreciated the drive compromise from three down to two curb cuts along Imhoff Road.

Planning Commission Discussion

Commissioner Jablonski expressed appreciation for the higher-density design, the green space preservation efforts, and applauded the developer for including a walking path.

Commissioner Parker expressed his support for the walking path and asked whether a natural construction method would be used, rather than relying on heavy machinery.

Gunner Joyce agreed with Commissioner Parker's request and said he would include that language in the PUD if the Commissioners recommended it before submitting to City Council.

Commissioner Bird asked if the City would allow an updated plan with a minor change, such as a curved path instead of a straight path.

Ms. Hudson said the narrative could include that Engineering will meet on site with the developer to determine the best location. Mr. McLellan confirmed Engineering staff is willing to meet on site and added that an easement will be required.

Commissioner Bird asked if this could be handled outside the PUD document. Ms. Hudson inquired if the easement could be shown on the plat, and Mr. McLellan confirmed it could, with possible adjustments on the final plat.

Commissioner Bird confirmed with Commissioner Parker that City Staff and the developer should collaborate outside the PUD documents to finalize the easement details. Commissioner Parker agreed.

Commissioner Kindel commented the project's walkability and noted the developer's arrangement with the Parks Department to pay in lieu of parkland.

Motion by Commissioner McDaniel to recommend approval of Ordinance O-2526-6 and PP-2526-7; **Second** by Commissioner Kindel.

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

Alpha Phi Sorority Special Use

9. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-13: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201

OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A SORORITY HOUSE IN THE R-3, MULTIFAMILY DWELLING DISTRICT FOR THE NE/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1401 COLLEGE AVENUE)

The applicant requests postponement to the November 13, 2025, Planning Commission meeting.

Motion by Commissioner Jablonski to postpone Ordinance O-2526-13 to the November 13, 2025, Planning Commission Meeting; **Second** by Commissioner Kindel.

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

1107 & 1111 Chautauqua Avenue Rezoning

10. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-14: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 & 1111 S. CHAUTAUQUA AVENUE)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. SPUD Narrative
4. Site Development Plan

Staff Presentation

Justin Fish, Planner I, presented the staff report.

Applicant Presentation

Matt Peacock, representative of the applicant, provided an overview and summarized the project: 24 units total, with eight units per floor. Each 330 square-foot micro-unit has one bedroom and targets young professionals. He noted 21 on-site parking spaces are provided, with ongoing talks for off-site leased parking to cover the remainder.

Commissioner McDaniel asked for the definition of Urban Medium. Mr. Peacock responded it refers to unit per acre. Commissioner Bird added the number is eight or more. Mr. McDaniel sought confirmation the project aligns with this, and Mr. Peacock confirmed it does.

Commissioner McDaniel asked about the setbacks and Mr. Peacock described the setbacks.

Commissioner Griffith raised concerns about having 24 units but only 21 parking spaces. Peacock explained they are negotiating with nearby properties for long-term off-site leased parking and exploring several options.

Commissioner Jablonski asked about the absence of recycling. Mr. Peacock explained the City does not permit recycling for this project and allows polycarts instead of dumpsters. Ms. Hudson added that as a multi-family designation, individual recycling carts are not provided.

Commissioner Bird asked Mr. Peacock to show the site plan indicating the polycarts and inquired if adding a dumpster would reduce parking. Mr. Peacock confirmed it would eliminate eight parking places.

Commissioner Bird expressed interest in providing one parking spot per bedroom. Mr. Peacock explained this would require moving the building to the back and placing parking in front, eliminating the access drive. When Commissioner Bird asked about adding bike racks in front, Mr. Peacock noted doing so would mean removing a couple of trees.

Commissioner Bird said she would like to see additional bike racks or internal storage such as hanging space for bikes.

Public Comments

Michael Carter, 1124 Chautauqua Ave., spoke in opposition to the project and urged the Commission to deny the item until neighbors are consulted. He expressed frustration that, unlike the previous item, this proposal did not include a Pre-Development meeting with community input.

Commissioner Bird explained the next steps for the item and noted there would be opportunities for public comments as the process continues.

Planning Commission Discussion

Commissioner Jablonski expressed concern about the proposed development's abundant amount of impervious surface.

Commissioner Kindel expressed concern about the high number of micro units for the limited space and shared her disappointment that no Pre-Development meeting was held to engage the neighbors.

Commissioner Bird expressed hope the developer will continue exploring and negotiating options, noting that parking remains a concern. She also emphasized that surrounding properties rely heavily on available parking.

Motion by Commissioner Jablonski to approve Ordinance O-2526-14. The motion dies for lack of a second motion.

Additional discussion took place amongst the Commissioners.

Commissioner Giffith asked why there was no Pre-Development meeting for this proposed development. Ms. Hudson responded that such a meeting is not a requirement.

Commissioner McClure expressed concerns about parking and the lack of communication with the surrounding neighbors.

Mr. Peacock stated he is committed to holding a meeting and working toward a balanced solution with neighbors and interested parties.

Commissioner Kindel said she wants the conversation between neighbors and the developer to happen before the Commission decides on the project.

Ms. Muckala clarified the Commissioners' questions regarding making a motion on the proposed project, noting a motion had been made but not seconded.

Mr. Peacock stated he aims to break ground in May 2026, to meet deadlines. He reiterated his commitment to meet with adjacent owners and interested parties to reach common ground and expressed hope for a yes vote, assuring he will address the concerns raised.

Ms. Hudson highlighted upcoming City Council meeting dates affected by the holiday and noted there should be enough time for the developers and neighbors to meet beforehand.

Mr. Peacock said he feels much more confident about the timeline based on the dates Ms. Hudson outlined.

Mr. Peacock requested postponement to the November 13, 2025, Planning Commission meeting.

Motion by Commissioner Jablonski to postpone Ordinance O-2526-14 to the November 13, 2025, Planning Commission Meeting; **Second** by Commissioner Griffith.

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

MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF

Commissioner Jablonski made three suggestions. First, that the City considers providing recycling poly carts for multi-family properties; second, he praised the inclusion of trees in parking areas and encouraged future developers to do the same to reduce heat. Third, he expressed the importance of an organized approach to managing green space amid increased infill development.

Commissioner Bird expressed appreciation for staff's efforts in updating the staff report format.

ADJOURNMENT

The meeting was adjourned at 6:46 p.m.

Passed and approved this 13 day of November 2025.

