



CITY OF NORMAN, OK BOARD OF ADJUSTMENT MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Wednesday, August 28, 2024 at 4:30 PM

AGENDA

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

Members: Brad Worster, Micky Webb, Curtis McCarty, Ben Bigelow, James Howard

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES OF THE MAY 22, 2024 BOARD OF ADJUSTMENT MEETING.

ACTION ITEMS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-02: BOB AND ELLEN USRY REQUEST A VARIANCE TO 36-512(d)(3) OF 19' TO THE 50' REAR YARD SETBACK FOR THE ADDITION OF A BATHROOM FOR THE POOL PAVILION AND A VARIANCE OF 25'3" TO THE 50' REAR YARD SETBACK FOR A STORAGE SHED FOR PROPERTY LOCATED AT 2247 60TH AVENUE N.E.
3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-01: KATJA WANDA LIEBERMANN REQUESTS A VARIANCE TO 36-514(c)(2)(a) OF 1' TO THE 5' SIDE YARD (WEST) SETBACK FOR A NEW GARAGE TO BE LOCATED APPROXIMATELY IN THE SAME LOCATION AS AN EXISTING SHED FOR PROPERTY LOCATED AT 1116 W. EUFAULA STREET.
4. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-03: MICHAEL AND AIMEE PEAY REQUEST A VARIANCE TO 36-514(c)(2)(a) OF 2' TO THE 5' SIDE YARD (WEST) SETBACK FOR AN ADDITION TO AN EXISTING HOUSE FOR PROPERTY LOCATED AT 1119 W. APACHE STREET.

MISCELLANEOUS COMMENTS

ADJOURNMENT



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/28/2024

REQUESTER:

PRESENTER: Roné Tromble, Admin. Tech. IV

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES OF THE MAY 22, 2024 BOARD OF ADJUSTMENT MEETING.

ACTION NEEDED: Approve, reject, amend, or postpone the minutes of the May 22, 2024 Board of Adjustment meeting.



CITY OF NORMAN, OK BOARD OF ADJUSTMENT MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Wednesday, May 22, 2024 at 4:30 PM

MINUTES

The Board of Adjustment of the City of Norman, Cleveland County, Oklahoma, met in Regular Session in City Council Chambers of the Norman Municipal Complex, 201 West Gray Street, at 4:30 p.m., on Wednesday, May 22, 2024. Notice and agenda of said meeting were posted in the Municipal Building at the above address and at [Agendas/Minutes | City of Norman Oklahoma Meetings \(municodemetings.com\)](#) in excess of 24 hours prior to the beginning of the meeting.

Chair Curtis McCarty called the meeting to order at 4:31 p.m.

Members: Brad Worster, Micky Webb, Ben Bigelow, James Howard, Curtis McCarty

ROLL CALL

PRESENT

Brad Worster
Micky Webb
Ben Bigelow
James Howard
Curtis McCarty

A quorum was present.

STAFF PRESENT

Justin Fish, Planner I
Roné Tromble, Admin. Tech. IV
Beth Muckala, Assistant City Attorney

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES OF THE APRIL 24, 2024 BOARD OF ADJUSTMENT MEETING.

Motion made by Worster, seconded by Webb, to approve the April 24, 2024 Board of Adjustment Minutes as presented.

Voting Yea: Worster, Webb, Bigelow, McCarty
Abstaining: Howard

The motion to approve the April 24, 2024 Board of Adjustment minutes as presented passed by a vote of 4-0-1.

*

ACTION ITEMS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2324-17: SUE AND VYTAUS RINGUS REQUEST A VARIANCE TO 36-514(c)(2)(b) AND 36-514(d)(2) OF 15' TO THE 25' SIDE SETBACK (15' SIDE PLUS 10' FOR HEIGHT ABOVE 10'), RESULTING IN A 10' SIDE YARD SETBACK ON COLLEGE AVENUE, AND A VARIANCE TO 36-514(d)(2) OF 9' TO THE 11' REAR YARD SETBACK (1' FROM ALLEY PLUS 10' FOR HEIGHT ABOVE 10'), RESULTING IN A 2' SETBACK ON THE ALLEY RIGHT-OF-WAY, FOR A NEW ACCESSORY BUILDING AT 530 W. EUFAULA STREET.

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Location Map
3. Application with Attachments
4. Site Plans with Turning Radii
5. Support Letter

PRESENTATION BY STAFF: Justin Fish reviewed the staff report, a copy of which is filed with the minutes.

Mr. Worster asked how tall the accessory structure will be. Mr. Fish responded that he believes it will be 19'8".

PRESENTATION BY THE APPLICANT:

Brent Swift, 1112 Whispering Pines Drive, representing the applicants, explained the issues they have had with this site. When they laid it out on the site, the building was encroaching on a tree the applicants want to preserve, which was the reason for the original variance. The property line shown on the survey was parallel to the alley, running east/west, which is 3'4" difference from where the actual property line is. It laid out completely differently by several feet when they were working off the property.

Mr. Worster asked how far the house is from the property line. Mr. Swift said the house is 15' from the property line. The setback was platted at 15'. The accessory structure they are requesting to be setback 10' from the property line. The request for the rear yard is a setback of 2', which will end up being 5'4" from the edge of alley pavement. In this area, a 5' apron off the alley is pretty standard for a single car garage. The turning radius is shown on the site plan.

Mr. Howard asked if there are other two-car garages in the area. Mr. Swift responded affirmatively.

Mr. Howard asked about other structures in the area closer to the property line on College Avenue. Mr. Swift said between Eufaula and Symmes there is one house facing College; they have no garage but park right off the alley.

Mr. Worster asked which tree they are trying to save. Mr. Swift said they would like to save both the tree in the alley and the one shown in the middle of the circle, but the one in the circle is the largest tree.

AUDIENCE PARTICIPATION: None

Mr. McCarty noted that a letter of support was received.

DISCUSSION AND ACTION BY THE BOARD OF ADJUSTMENT:

Mr. Worster said he had looked at the property. Much of the area is different block-by-block. The houses that face College Avenue look to be at the front yard setback of 20' or so. With this building being tall, it will really stand out, being that close to the street. He does not mind the alley setback as long as the utility companies have access as needed. This will look like a building that was placed a lot closer to the street than everybody else. It is a narrow street, but there is parking on both sides of the street.

Mr. Bigelow asked to be recused out of an abundance of caution due to a potential conflict. He vacated his seat.

Motion made by Worster, seconded by Webb, to separate the two requests into two votes.

Voting Yea: Worster, Webb, Howard, McCarty

The motion to separate the two requests passed by a vote of 4-0.

Motion made by Worster, seconded by Webb, to approve the Variance of 9' to the required 11' rear setback.

Voting Yea: Worster, Webb, McCarty

Voting Nay: Howard

The motion to approve the Variance of 9' to the required 11' rear setback passed by a vote of 3-1.

Motion made by Worster, seconded by Webb, to approve the Variance of 15' to the required 25' side yard setback.

Voting Yea: McCarty

Voting Nay: Worster, Webb, Howard

The motion to approve the Variance of 15' to the required 25' side yard setback failed by a vote of 1-3.

Mr. McCarty noted the 10-day appeal period before the decision is considered final.

Mr. Bigelow resumed his seat.

*

Mr. McCarty announced that he needed to be recused from the next item.

Motion made by Worster, seconded by Webb, to allow Mr. McCarty to recuse on this item.

Voting Yea: Worster, Webb, Bigelow, Howard, McCarty

The motion to allow Mr. McCarty to be recused on this item passed by a vote of 5-0.

Mr. McCarty vacated his seat; Mr. Howard assumed control of the meeting.

3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2324-16: DON AND ROBIN ALLEN REQUEST A VARIANCE TO 36-514(c)(3) OF 11'6" TO THE 20' REAR YARD SETBACK, RESULTING IN AN 8'6" SETBACK, TO ALLOW THE ADDITION OF A MASTER BEDROOM AND BATHROOM SUITE ON THE FIRST FLOOR OF THE EXISTING HOME LOCATED AT 6 BINGHAM PLACE.

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Location Map
3. Application with Attachments

PRESENTATION BY STAFF: Justin Fish reviewed the staff report, a copy of which is filed with the minutes.

Mr. Bigelow asked the status of the park property that various property owners have fenced in. Ms. Muckala said there is no ability to adversely possess public land. It appears that property is a totally dedicated in fee public space, not an easement. Staff can't verify that the buildings in the public area were issued permits. Mr. Worster commented that the City has never done anything with this park, or maintained it.

PRESENTATION BY THE APPLICANT:

Curtis McCarty, 717 26th Avenue N.W., representing Don and Robin Allen, presented the project. The house was built in 1967, in a neighborhood that was platted in 1963. They purchased the home in 2013, as it still exists today. They had a full survey done of the property. They are trying to add a master bedroom; the house is two stories and all the bedrooms are upstairs. The addition will adjoin the house at an odd angle to keep it as close to the house as possible. There is a 7.5' easement in the rear, and the addition will be at 8'6". There is a garage that appears to be built right up to the easement. There is also a pool.

Mr. Worster asked if the garage is detached. Mr. McCarty responded affirmatively; he provided an aerial photo of the property.

AUDIENCE PARTICIPATION: None

DISCUSSION AND ACTION BY THE BOARD OF ADJUSTMENT:

Item 1.

Motion made by Bigelow, seconded by Worster, to approve the Variance of 11'6" to the 20' rear yard setback.

Voting Yea: Worster, Webb, Bigelow, Howard

The motion to approve the Variance of 11'6" to the 20' rear yard setback was approved by a vote of 4-0.

Mr. Howard noted the 10-day appeal period before the decision is final.

*

Mr. McCarty resumed his seat.

MISCELLANEOUS COMMENTS - None

ADJOURNMENT

There being no further business and no objection, the meeting adjourned at 5:08 p.m.

Secretary, Board of Adjustment



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/28/2024

REQUESTER: Bob & Ellen Usry

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-02: BOB AND ELLEN USRY REQUEST A VARIANCE TO 36-512(d)(3) OF 19' TO THE 50' REAR YARD SETBACK FOR THE ADDITION OF A BATHROOM FOR THE POOL PAVILION AND A VARIANCE OF 25'3" TO THE 50' REAR YARD SETBACK FOR A STORAGE SHED FOR PROPERTY LOCATED AT 2247 60TH AVENUE N.E.

APPLICANT Bob & Ellen Usry

LOCATION 2247 60th Avenue N.E.

ZONING A-2, Rural Agricultural District

REQUESTED ACTION Variance to 36-512(d)(3) of 19' to the required 50' rear yard setback for a bathroom addition and a variance of 25' 3" to the required 50' rear yard setback for a storage shed.

SUPPORTING DATA Location Map
Application with attachments
Site Plan

SYNOPSIS: The applicant is seeking the approval of two variances. The variances being requested are as follows:

1. A variance of 19' to the required 50' rear yard setback for a bathroom addition.
2. A variance of 25' 3" to the required 50' rear yard setback for an existing storage shed.

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

VARIANCE CRITERIA PER SECTION 570(k):

A variance from the terms of this ordinance shall not be granted by the Board of Adjustment unless and until:

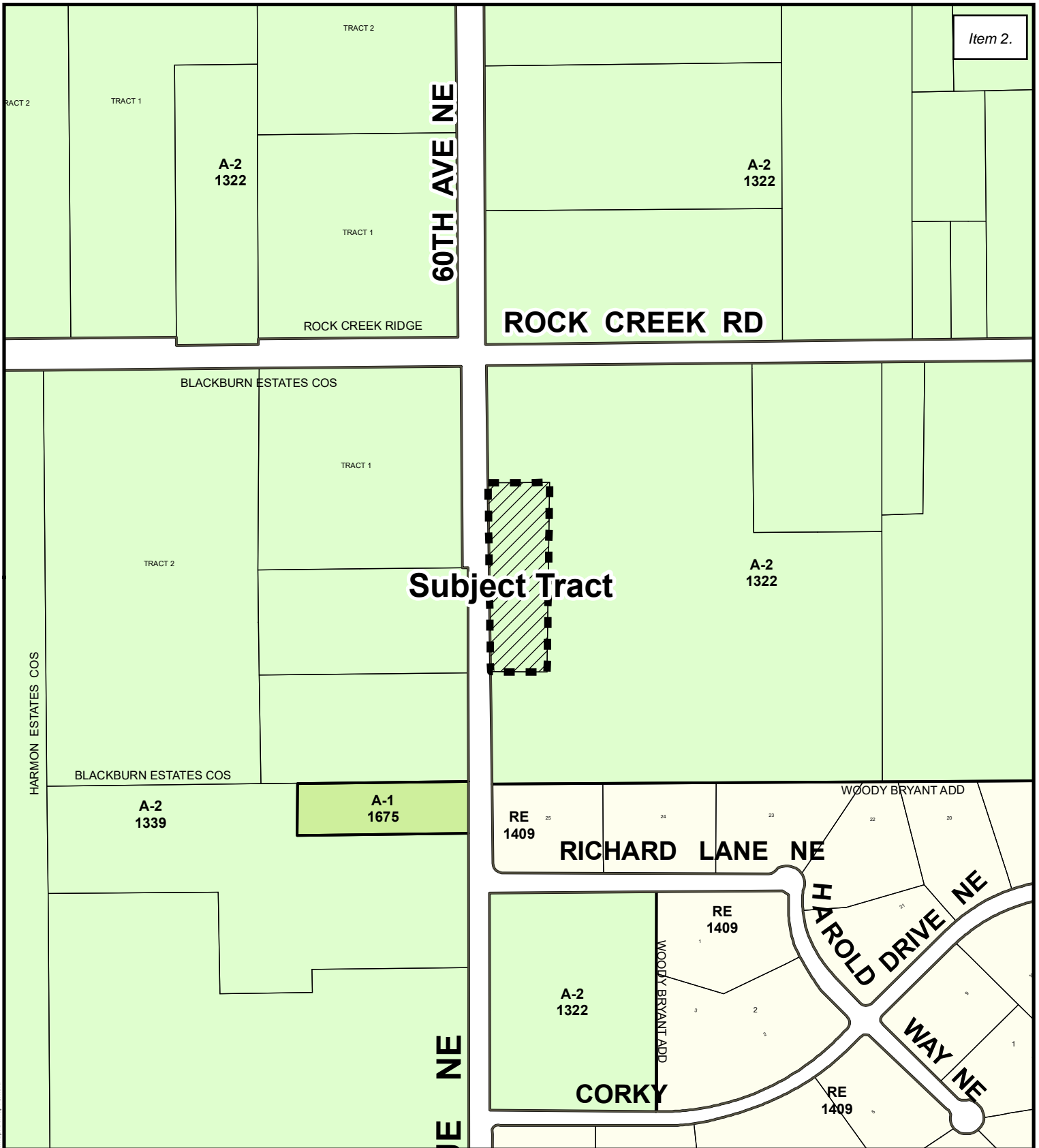
- (1) An applicant shall submit to the Board of Adjustment a written application indicating:
- (a) That special conditions and circumstances exist that are peculiar to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same district;
 - (b)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

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

Please see the attached justification from the applicant.

DISCUSSION: The subject property is a three acre lot zoned A-2, Rural Agricultural District. The applicant is seeking the approval of two variances to the rear setback requirements. The A-2, Rural Agricultural District, requires 50' minimum setback from the rear property line. The orientation and size of the lot, combined with the setback requirements of the zoning district, leave an estimated 82' of depth for the applicant to develop. The house currently sits 38' from the rear property line and with the proposed addition, the house would sit at 31' from the rear property line. The shed is an existing structure that sits at 24' 9" from the rear property line. The variance for this shed is being requested to bring this property into legal non-conforming status.

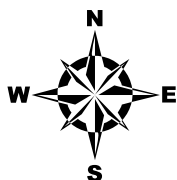
CONCLUSION: Staff forwards this request for BOA-2425-02 to the Board of Adjustment for consideration.



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.



August 5, 2024

0 200 400 Ft.



Subject Tract



Application for Variance or Special Exception
BOARD OF ADJUSTMENT

Case No. BOA 2 Item 2.

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

APPLICANT(S) Bob & Ellen USRY	ADDRESS OF APPLICANT 2247 60th AVE NE
NAME AND PHONE NUMBER OF CONTACT PERSON(S) 405-623-3702 Ellen 405-623-3700 Bob	EMAIL ADDRESS eusry@bobusry.com busry@okcoop.org

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

see attached

Requests Hearing for:

☒ VARIANCE from Chapter 36, Section 512 D3
☐ SPECIAL EXCEPTION to _____

Detailed Justification for above request (refer to attached Review Procedures and justify request according to classification and essential requirements therefor). For any variance, the "Detailed Justification of Variance Request" form must be completed and attached:

adding POOL BATH to existing home - it
encroaches on the setback and the existing storage
shed

SIGNATURE OF PROPERTY OWNER(S):

Ellen USRY
Bob USRY

ADDRESS AND TELEPHONE:

2247 60th Ave NE, 405-623-3702
SAME 623-3700

- OFFICE USE ONLY
- ☒ Application & Detailed Justification Form
 - ☒ Proof of Ownership
 - ☒ Certified Ownership List and Radius Map
 - ☒ Site Plan
 - ☒ Filing Fee of
 - ☒ Emailed Legal Description in Word Document

☒ VARIANCE from Chapter 36,
 Section 512(d)(3)
☐ SPECIAL EXCEPTION to _____

Date Submitted: _____

Checked by: _____



BOARD OF ADJUSTMENT

DETAILED JUSTIFICATION OF VARIANCE REQUEST

Item 2.

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

Revised 08/23

Please attach additional sheets, as necessary.

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

The property does not conform to regular lot dimensions. It does not meet current size requirements for a legal lot for A-2 zoning.

Attest

EU

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

The lot is a legal, non-conforming lot. It is almost 3 acres in size, cut out of a 40-acre tract. The lot is situated in a way that it is wider than it is deep. We are trying to add a bathroom to the rear pool pavilion to service the pool area and cannot meet the rear yard setback. We recently removed a round building which encroached into the rear setback further than the requested bathroom.

Attest

EU

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

This lot was created by someone other than the applicants, who purchased it in 1978.

Attest

EU

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

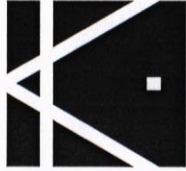
Other properties in the district are normally larger and have more room to add small additions such as the one being requested.

Attest

EU

USRY RESIDENCE ADDITION

2247 60TH AVENUE, NORMAN, OK 73026



PROJECT DATA

OWNER: BOB USRY
2247 60TH AVE NE
NORMAN, OK
OWNERS CELL: 405-623-3706
EMAIL: BOB@USRYOKC.COM

PROJECT ADDRESS:
2247 60TH AVE NE
NORMAN, OK

LEGAL DESCRIPTION:
73.3 PG 2 AC PT NW 1/4 NW 1/4 SEC 5 N 10 E 22N 1/2, SDN 25PT,
N 10 E 22N 1/2, N 10 E 22N 1/2, TO BE

ZONING:

ARCHITECT: KRITTENBRINK ARCHITECTURE LLC
BANK KITTENBRINK
119 W. MAIN ST.
NORMAN, OK 73026
P: 405.579.7983

CONTRACTOR: Roberts General Contracting
Troy Roberts
(405) 633-2205

SQUARE FOOTAGE:	
EXISTING:	4117 - SQFT
ADDITION:	1288 - SQFT
TOTAL:	5405 - SQFT
EXISTING PAVING:	7640 - SQFT
ADDITION PAVING:	1,342 - SQFT
TOTAL PAVING:	7640 - SQFT
LOT SIZE:	133,865 - SQFT

WHOLE LOT COVERAGE:	
TOTAL BUILDING COVERAGE:	5173 - SQFT
TOTAL PAVING COVERAGE:	7640 - SQFT
TOTAL LOT COVERAGE:	128,115 - SQFT
PERCENTAGE BUILDING COVERAGE:	4%
PERCENTAGE PAVING COVERAGE:	5%

DRAWING INDEX

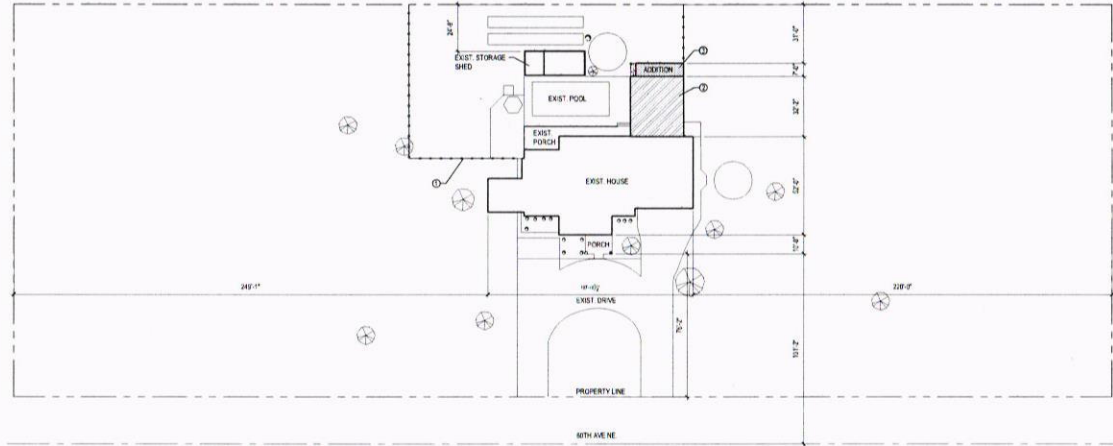
D-01: COVER SHEET, SITE PLAN, ROOF PLAN
A-01: DEMOLITION PLAN
A-02: FLOOR PLAN, STRUCTURAL DETAILS
A-03: EXTERIOR ELEVATIONS

GENERAL NOTES

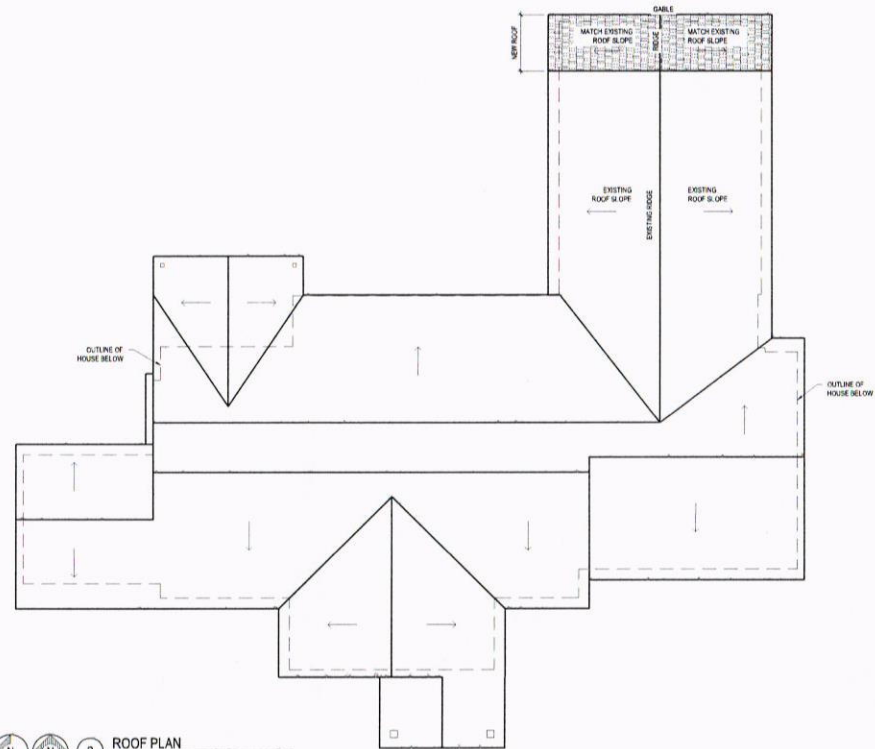
- THIS PROJECT DESIGN AND CONSTRUCTION DOCUMENTS, IN PART OR IN TOTAL, SHALL NOT BE USED FOR ANY PROJECT OTHER THAN THIS PROJECT, UNLESS AGREED TO IN WRITING BY THIS PROJECT'S ARCHITECT.
- ALL CONSTRUCTION SHALL MEET ALL APPLICABLE NATIONAL, STATE AND LOCAL BUILDING CODES, LATEST EDITIONS AS WELL AS SPECIAL ORDINANCES AND/OR REGULATIONS.
- DO NOT SCALE OFF PLANS.
- CALL ONE (800-522-4545) FOR EXACT LOCATION OF ALL UTILITIES PRIOR TO START OF CONSTRUCTION.
- THE CONTRACTOR SHALL VISIT THE SITE AND CONFIRM THE EXISTING CONDITIONS WITH WHICH HE/SHE MUST WORK. IF HE/SHE FINDS CONDITIONS THAT DIFFER FROM THE PLANS, HE/SHE MUST NOTIFY THE ARCHITECT IN WRITING PRIOR TO THE BEGINNING AND IN TIME FOR THE ARCHITECT TO ISSUE AN ADDENDUM. TO ARRANGE ACCESS TO THE BUILDING AREA, CONTACT THE CONTRACTING OFFICE REPRESENTATIVE.
- WHEN THERE ARE CONFLICTS BETWEEN ANY SECTIONS OF THE SPECIFICATIONS OR THE PLANS OR BETWEEN THE PLANS AND SPECIFICATIONS, THE MOST STRICT SHALL APPLY. THE MORE STRICT REQUIREMENT SHALL BE INTERPRETED TO BE THE MORE EXPENSIVE METHOD UNLESS DIRECTED BY THE ARCHITECT.
- NO WORK SHALL BE STARTED AT THE SITE UNTIL SHOP DRAWINGS AND SUBMITTALS FOR THE WORK HAS BEEN APPROVED BY THE ARCHITECT.
- WHEN LAYOUT IS COMPLETE, THE CONTRACTOR SHALL GIVE THE ARCHITECT 48 HOURS PRIOR NOTICE THAT HE IS READY FOR INSPECTION. CONTRACTOR SHALL GIVE THE ARCHITECT 48 HOURS PRIOR NOTICE FOR THE INSPECTION OF ANY MATERIAL OR WORK TO BE CORRECTED OR REJECTED FROM VIEW.
- PROVIDE EMERGENCY FIRE EXTINGUISHERS READILY AVAILABLE AND PROPERLY MAINTAINED AS PER LOCAL FIRE PROTECTION REGULATIONS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR TAKING PROPER SAFETY PRECAUTIONS IN COMPLETING THE WORK.
- REVIEW ANY CONFLICTS OR POTENTIAL PROBLEM AREAS WITH THE ARCHITECT PRIOR TO PROCEEDING WITH THE WORK. IF WORK IS IN PROGRESS WHEN CONFLICTS OR PROBLEMS ARE DISCOVERED, STOP WORK ON THE AREA IN QUESTION UNTIL A SOLUTION HAS BEEN WORKED OUT WITH THE ARCHITECT OR OWNER.
- THE PROFESSIONAL SERVICES OF THE ARCHITECT ARE UNDERTAKEN FOR AND ARE PERFORMED IN THE INTEREST OF THE OWNER AT THE SITE SHOWN ON THE PLANS AND IN THE SPECIFICATIONS ONLY. NO CONTRACTUAL OBLIGATION IS ASSUMED BY THE ARCHITECT FOR THE BENEFIT OF ANY OTHER PERSONS INVOLVED IN THE PROJECT.

KEY NOTES

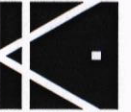
- EXISTING FENCE
- EXISTING COVERED PATIO TO BE ENCLOSED, RETAIN ROOF, SLAB AND FOOTING. COLUMNS TO REMAIN AS ALLOWED BY NEW PLAN.
- ADDITION - NEW SLAB, FOOTING, WALLS AND ROOF



1 SITE PLAN
SCALE: 1" = 10'



2 ROOF PLAN
SCALE: 1" = 10'



KRITTENBRINK
Architecture LLC
ARCHITECTURE
PLANNING
INTERIORS
119 W. MAIN STREET
NORMAN, OK 73026
405.579.7983

USRY RESIDENCE - ADDITION
BOB USRY
2247 60TH AVE
NORMAN, OK 73026

DATE: 05.21.2024
COVER SHEET, SITE PLAN & ROOF PLAN

REVISIONS		
No.	Date	Issue

PRIMARY ISSUE		
No.	Date	Issue

Date	05.21.2024
Drawn by	CFC
Checked by	MLK
Job Number	K0322

G001



KRITTENBRINK
Architecture LLC
ARCHITECTURE
PLANNING
INTERIORS
110 W MAIN STREET
NORMAN, OK 73069
405.579.7943

USRY RESIDENCE - ADDITION	BOB USRY	2247 80TH AVE	NORMAN, OK 73065	FLOOR PLAN - SISTER WING
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








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PRIMARY ISSUE			
No.	Date	Issue	
	06.21.24	REPEAT ISSUE	
		SUBSIDIZED FROM 2010	
		ASSISTANCE	



date	05/21/2024	
reason by	CFC	Officer by MLK
Job Number	K0322	

A201

WALL TYPE LEGEND

	ROCKETS WITH INSULATION AND INTERIOR FINISH TO MATCH
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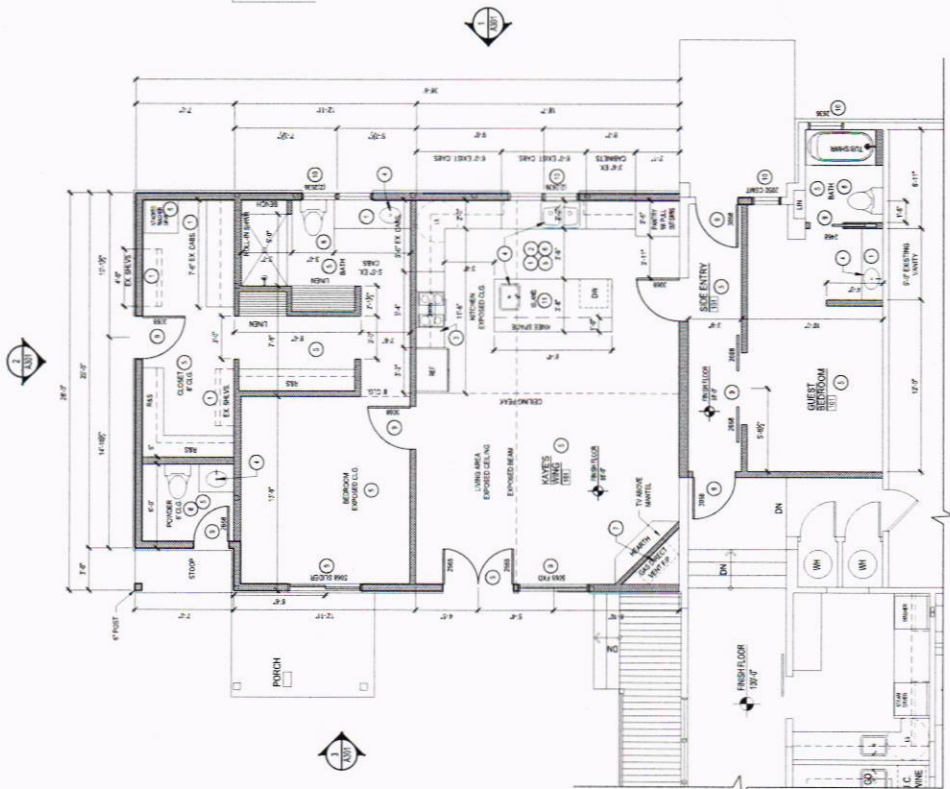
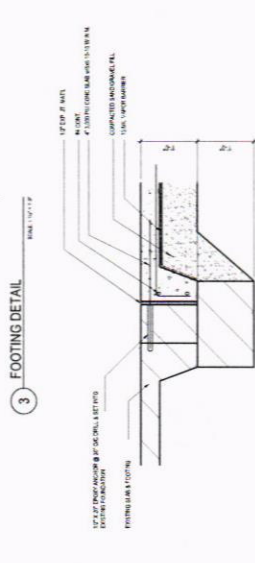
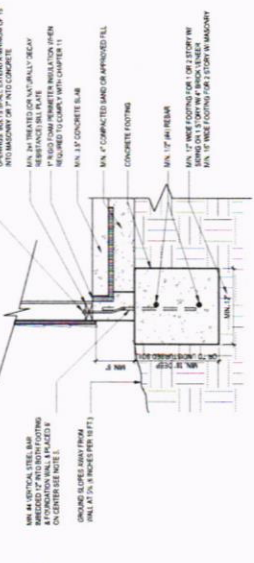
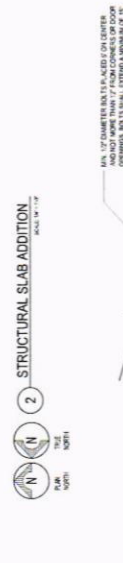
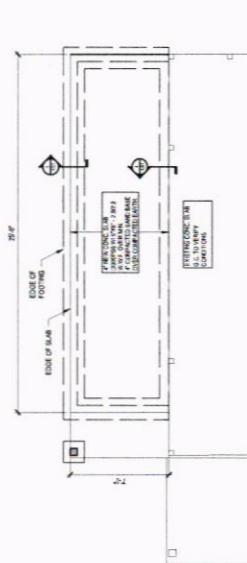
KEY NOTE SYMBOL LEGEND

	REFERS TO: BUILDING NOTE APPLIES TO THE WHOLE ROOM INSTEAD OF BEING LOCATED ON A SPECIFIC WALL
	REFERS TO: BUILDING NOTE IS APPLIED TO OBJECT INDICATED

GENERAL NOTES	
1.	REPAIR ALL LEAK CONDITIONS DURING OR SUBSEQUENT TO THE REPAIR.
2.	PROTECT ALL EXISTING JOINTS FROM DAMAGE & REPAIR ANY DAMAGE TO THE NEW APPLICANT (SEE NOTES ON NEW JOINTS)
3.	COORDINATE ALL W/ ALL EXISTING RETAINERS & SYSTEM PRIOR TO ANY SUB CONTRACTOR & ADJECT

- 1. ALL APPLICANTS SELECTED TO PARTICIPATE IN SMALL BUSINESS SET-ASIDES MUST BE CURRENTLY EMPLOYED BY A SMALL BUSINESS FIRM OR INDUSTRY. ALL APPLICANTS MUST BE CURRENTLY EMPLOYED BY A SMALL BUSINESS FIRM OR INDUSTRY.
- 2. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
- 3. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
- 4. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
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- 7. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
- 8. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
- 9. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.
- 10. ALL APPLICANTS MUST BE U.S. CITIZENS. ALL APPLICANTS MUST BE U.S. CITIZENS.

KEY NOTES

[illegible]

FLOOR PLAN - SISTER WING



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/28/2024

REQUESTER: Katja Wanda Liebermann

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-01: KATJA WANDA LIEBERMANN REQUESTS A VARIANCE TO 36-514(c)(2)(a) OF 1' TO THE 5' SIDE YARD (WEST) SETBACK FOR A NEW GARAGE TO BE LOCATED APPROXIMATELY IN THE SAME LOCATION AS AN EXISTING SHED FOR PROPERTY LOCATED AT 1116 W. EUFAULA STREET.

APPLICANT	Katja Wanda Liebermann
LOCATION	1116 W. Eufaula Street
ZONING	R-1, Single Family Dwelling District
REQUESTED ACTION	Variance to 36-514(c)(2)(a) of 1' to the 5' side setback, resulting in a 4' side yard setback on the West property line for a detached garage.
SUPPORTING DATA	Location Map Application with attachments Site Plan

SYNOPSIS: The applicant is seeking the approval of a variance for the construction of a detached garage. This accessory building will be located along the west property line. The variance requested is as follows:

1. A variance of 1' to the required 5' side yard setback.

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

VARIANCE CRITERIA PER SECTION 570(k):

A variance from the terms of this ordinance shall not be granted by the Board of Adjustment unless and until:

- (1) An applicant shall submit to the Board of Adjustment a written application indicating:

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

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

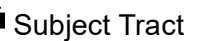
Please see the attached justification from the applicant.

DISCUSSION: A dilapidated shed currently sits on the subject property. The applicant desires to replace the existing 10' 3" x 19' shed with a 12' x 24' detached garage. The increase in size would allow for the storage of a vehicle while leaving space for the vehicle's door to be opened. The proposed garage would remain at the current 4' setback of the original shed with the additional 2' extending east towards the house. Between the house and shed there is a gate to the backyard. The increase in size to the accessory building will impact the functionality of this gate.

CONCLUSION: Staff forwards this request for BOA-2425-01 to the Board of Adjustment for consideration.



0 75 150 Ft.





Application for Variance or Special Exception
BOARD OF ADJUSTMENT

Case No. BOA _____

Item 3.

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

APPLICANT(S) Katja Wanda Liebermann	ADDRESS OF APPLICANT 1116 W. Eufaula St. Norman, OK 73069
NAME AND PHONE NUMBER OF CONTACT PERSON(S) Katja Wanda Liebermann (510) 206-9360	EMAIL ADDRESS wandakatja@gmail.com

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

Lot Four (4), Block Two (2), West Park Addition
Norman, Cleveland County, OK

Requests Hearing for:

- ☒ VARIANCE from Chapter 36-514, Section (c)(2)(a)
☐ SPECIAL EXCEPTION to _____

Detailed Justification for above request (refer to attached Review Procedures and justify request according to classification and essential requirements therefor). For any variance, the "Detailed Justification of Variance Request" form must be completed and attached:

I am requesting a one-foot variance to a five-foot side yard setback to build a new garage to replace the broken-down shed. I want to locate the garage on the same west line as the shed so that there is sufficient space between the east garage wall and the existing building/rear entry steps to build a gate. This is a pinch point on the property, and because the proposed garage is approximately two feet wider than the existing shed, this space will get narrower than it already is. The garage dimensions are wider to fit standard vehicles and because the garage supplier I can afford only provides structures in four-foot increments.

SIGNATURE OF PROPERTY OWNER(S):

ADDRESS AND TELEPHONE:

1116 W Eufaula St.

5102069360

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Y
- ☐ Application & Detailed Justification Form
☐ Proof of Ownership
☐ Certified Ownership List and Radius Map
☐ Site Plan
☐ Filing Fee of _____
☒ Emailed Legal Description in Word Document

- ☐ VARIANCE from Chapter _____,
Section _____
☐ SPECIAL EXCEPTION to _____

Date Submitted:

Checked by:



BOARD OF ADJUSTMENT

DETAILED JUSTIFICATION OF VARIANCE REQUEST

Item 3.

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

Revised 08/23

Please attach additional sheets, as necessary.

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

The space between the shed/proposed garage is very narrow.

Attest

W. Fieber

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

I would not be able to build a gate betw garage and house with 5-foot setback.

Attest

W. Fieber

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

These are existing conditions of the property.

Attest

W. Fieber

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

I do not think this constitutes a special privilege.

Attest

W. Fieber



CERTIFICATION OF OWNERSHIP

Case No. _____

Item 3.

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

DATE: July 18, 2024

I, Katja Wanda Liebermann, hereby certify and attest that I am the owner, or that I have an option to purchase, the following described property in the City of Norman:

1116 W. EUFULA
LOT 4, BLOCK 2, WEST PARIS ADDITION

AND, I further certify and attest that this legal description describes accurately the property.

AND, I accept billing for the cost of publishing legal notice in the NORMAN TRANSCRIPT.

Owner's Signature: _____

Address: 1116 W Eufaula St.

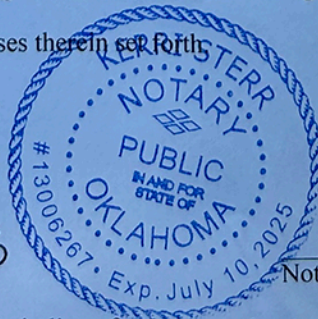
Agent's Signature: _____

Address: _____

NOTARY

Before me, the undersigned, a Notary Public in and for the State of Oklahoma, on this 18TH day of JULY, 2024, personally appeared KATJA LIEBERMANN, to me known to be the identical persons 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.

(SEAL)



My commission expires: 07/10/2025

Kerri Stene
Notary Public

I hereby accept this Certification of Ownership in lieu of a deed or other legal document showing proof of ownership.

Signature: _____

Title: _____

CITY OF NORMAN

Katja Wanda Liebermann
1116 W. Eufaula St.
Lot 4, Block 2, West Park Addition
Norman, OK 73069

Application for Variance
Board of Adjustments
City of Norman Planning & Community Development

July 18, 2024

Dear Members of the Board of Adjustment:

I am requesting a variance of **one foot** to the five-foot side yard setback on the west property line for a new garage to replace a broken-down shed.

The existing shed is 10 feet 3 inches wide by 19 feet long with a gable roof. The garage will be 12 feet wide by 24 feet long, with a 3:12 pitched gable roof. The site plan shows the west wall of the proposed garage to be in the same location as the existing shed, which is four feet away from the property line fence. The intent is for the garage to occupy nearly the same footprint as the shed.

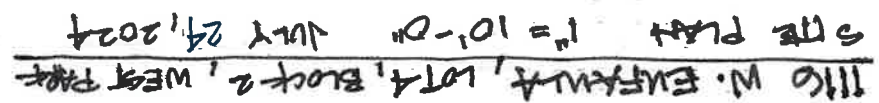
The existing shed is not salvageable; the wood framing is rotten, and the front and side walls are falling over. The proposed garage is sized to fit most standard vehicles. To save costs, I am using a local company Better Barns whose components come in 4-foot increments. The proposed garage will have a 8-foot wide by 7-foot high door—the smallest size—and the side walls will be 8 feet high, the minimum height to allow for the garage door ceiling tracks.

A special condition of the site is that there is only a narrow space between the main house structure and the existing shed. With the garage being 2 feet wider (towards the house), there is barely enough room for a new gate between the concrete back steps and the proposed garage. Requiring the full 5-foot setback would create too narrow a space between the back stairs and proposed garage for a gate to the back yard.

Thank you for your consideration,



Katja Wanda Liebermann





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/28/2024

REQUESTER: Michael & Aimee Peay

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-03: MICHAEL AND AIMEE PEAY REQUEST A VARIANCE TO 36-514(c)(2)(a) OF 2' TO THE 5' SIDE YARD (WEST) SETBACK FOR AN ADDITION TO AN EXISTING HOUSE FOR PROPERTY LOCATED AT 1119 W. APACHE STREET.

APPLICANT	Michael & Aimee Peay
LOCATION	1119 W. Apache Street
ZONING	R-1, Single Family Dwelling District
REQUESTED ACTION	Variance to 36-514(c)(2)(a) of 2' to the 5' side setback, resulting in a 3' side yard setback on the West property line.
SUPPORTING DATA	Location Map Application with attachments Site Plan

SYNOPSIS: The applicant is seeking the approval of a variance in order to proceed with plans to construct an addition to the west side of their existing home. The variance being requested is as follows:

1. A variance of 2' to the required 5' side yard setback.

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

VARIANCE CRITERIA PER SECTION 570(k):

A variance from the terms of this ordinance shall not be granted by the Board of Adjustment unless and until:

- (1) An applicant shall submit to the Board of Adjustment a written application indicating:
 - (a) That special conditions and circumstances exist that are peculiar to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same district;

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

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

Please see the attached justification from the applicant.

DISCUSSION: The single-family dwelling that currently exists on the subject property was constructed before the City of Norman's zoning ordinance was adopted. For this reason, the structure has been considered a non-conforming structure. The applicant wishes to construct an addition to the dwelling in line with the existing structure at a 3' west side setback. This proposal however, would increase the structure's degree of non-conformity. As a result, the applicant is seeking a 2' variance to the 5' minimum side yard setback to bring the entire structure to legal non-conforming status.

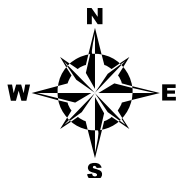
CONCLUSION: Staff forwards this request for BOA-2425-03 to the Board of Adjustment for consideration.



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.



August 7, 2024

0 75 150 Ft.



Subject Tract



Application for Variance or Special Exception
BOARD OF ADJUSTMENT

Case No. BOA 2024-20

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

APPLICANT(S) Michael & Aimee Peay	ADDRESS OF APPLICANT 915 Foxglove Trail Fairview, TX 75069
NAME AND PHONE NUMBER OF CONTACT PERSON(S) Chad Ernst - (405)760-1230 Colby Cowart - (580)279-9284	EMAIL ADDRESS cemst@carlsbadok.com ccowart@carlsbadok.com

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

Lot Eighteen (18), in Block Three (3), of WESTPARK ADDITION, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

Requests Hearing for:

- ☒ VARIANCE from Chapter 36, Section 514 (c)(2)(a)
☐ SPECIAL EXCEPTION to _____

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

We are requesting a variance to the above referenced code that requires new construction to be at least 5' from the property line. We wish to build an addition on the back of the west side of the existing house on the property. The existing house (built in 1945) sits ~3' off the west property line and the proposed addition would run directly off that. We do not wish to encroach any further on the west property line, only to stay in line with what is already there. The current design allows for the most practical way to extend the house; a redesign within the disputed code would result in a roof structure that was either disjointed or would have to be completely changed in portions of the existing structure, rendering project unfeasible.

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

SIGNATURE OF PROPERTY OWNER(S):

Michael Peay

ADDRESS AND TELEPHONE:

915 Foxglove Trail

Fairview, TX 75069

(972) 489-4637

OFFICE USE ONLY

- ☒ Application
☒ Proof of Ownership
☒ Certified Ownership List and Radius Map
☒ Site Plan
☒ Filing Fee of \$ 200.00
☐ Emailed Legal Description in Word Document

- ☒ VARIANCE from Chapter 36,
 Section 514 (c)(2)(a)
☐ SPECIAL EXCEPTION to _____

Date Submitted:

8-7-2024

Checked by:

mt

03/20/2023 cm



CERTIFICATION OF OWNERSHIP

Case No. BOA _____

Item 4.

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

DATE: _____

I, MICHAEL PEAY, hereby certify and attest that I am the owner, or that I have an option to purchase the following described property in the City of Norman:

AND, I further certify and attest that this legal description describes accurately the property requested for rezoning.

AND, I accept billing for the cost of publishing legal notice in the NORMAN TRANSCRIPT.

Owner's Signature: _____

Address: 915 Foxglove Trail, Fairview, TX 75069

Agent's Signature: _____

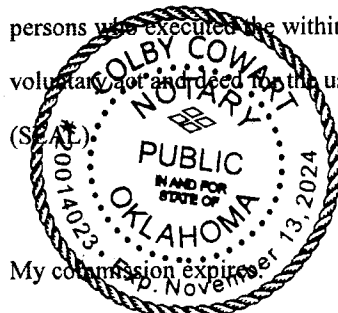
Address: _____

NOTARY

Before me, the undersigned, a Notary Public in and for the State of Oklahoma, on this 29 day of JULY,

2024, personally appeared MICHAEL PEAY, to me known to be the identical

persons 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.



My commission expires November 13, 2024

Notary Public

I hereby accept this Certification of Ownership in lieu of a deed or other legal document showing proof of ownership.

Signature: _____

Title: _____

CITY OF NORMAN



BOARD OF ADJUSTMENT
FUNCTION AND REVIEW PROCEDURES

Item 4.

(Revised 03/23)

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

EXISTING VARIANCE CONDITIONS:

There are special conditions or circumstances peculiar to the land or structure involved:

Yes. The existing home was built in 1945 before 5' setbacks existed

Attest
(cc)

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

Yes. Others in the district are built on similar setbacks and extend further into their lots, which is what we are asking to do.

Attest
(cc)

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

Correct - the applicant did not build the existing house in 1945

Attest
(cc)

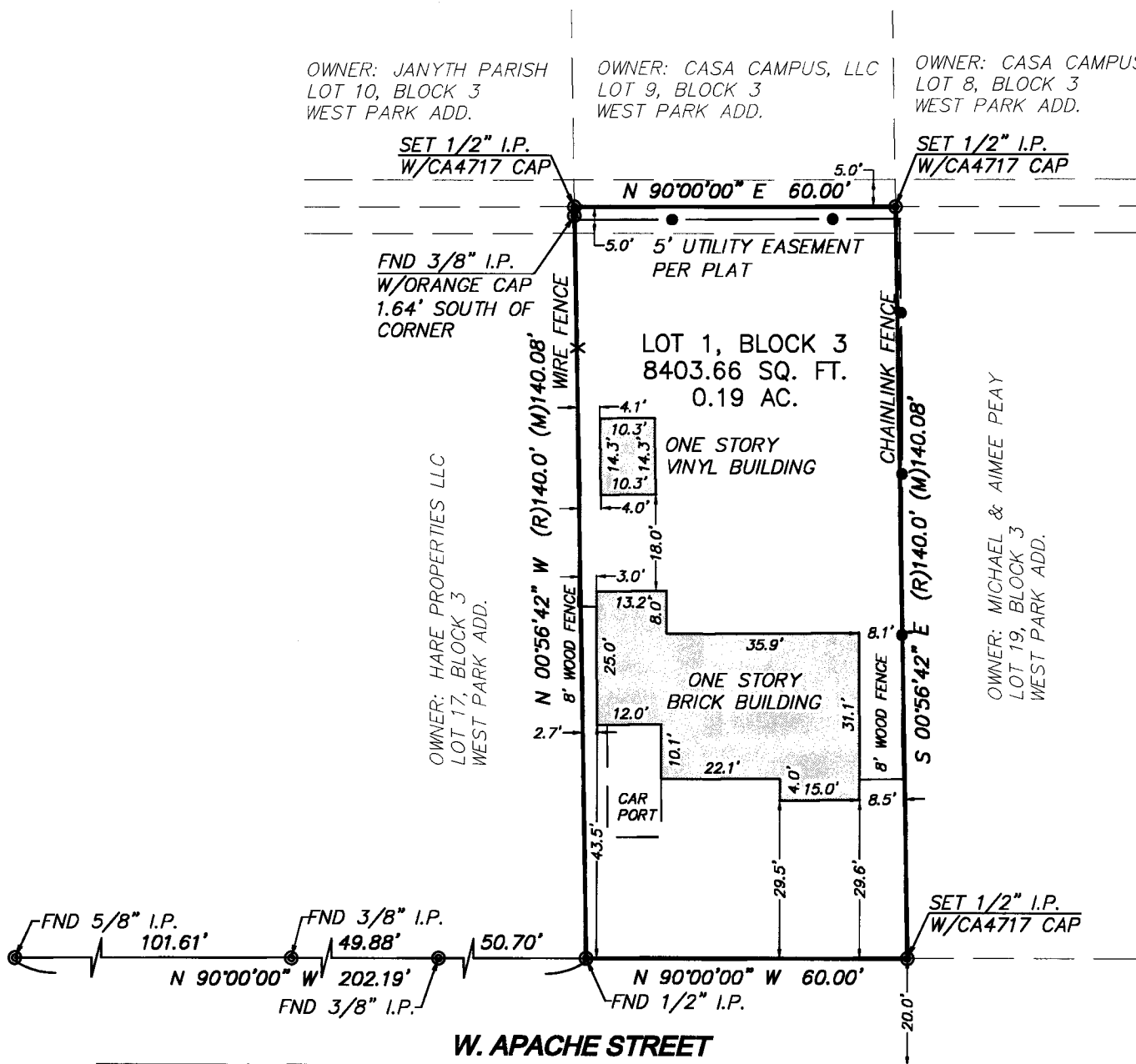
The granting of the Variance will not confer special privileges on the applicant that are denied to other lands and/or structures in the same district:

No - others in the district may also apply for a variance

Attest
(cc)

PLAT OF SURVEY

Item 4.



LEGAL DESCRIPTION

WARRANTY DEED — BOOK 6667, PAGE 398

Lot Eighteen (18), in Block Three (3), of WESTPARK ADDITION, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

NOTES

Basis of Bearing: Assumed N 90°00'00" W along the South line of Block 3, West Park.

I, Ryan Doudican, a Registered Professional Land Surveyor, do hereby certify that I, or others under my direct supervision, have made a careful survey of the property shown hereon.

This plat of survey meets the Minimum

