



CITY OF NORMAN, OK CITY COUNCIL SPECIAL MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069

Tuesday, July 08, 2025 at 5:00 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.

CALL TO ORDER

AGENDA ITEMS

1. DISCUSSION REGARDING ADOPTION OF A VISITABILITY ORDINANCE.
2. CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION TO DISCUSS THE PURCHASE OF REAL PROPERTY AS AUTHORIZED BY OKLAHOMA STATUTES, UNDER TITLE 25 § 307(B)(3):

OWNED BY THE OKLAHOMA DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES (ODMHSAS) LOCATED IN NORMAN, CLEVELAND COUNTY, OKLAHOMA LOCATED WITHIN THE SE ¼ OF SECTION 29, TOWNSHIP 9 NORTH, RANGE 2 WEST;

OWNED BY ODMHSAS LOCATED IN NORMAN, CLEVELAND COUNTY, OKLAHOMA LOCATED WITHIN THE NE ¼ OF SECTION 29, TOWNSHIP 9 NORTH, RANGE 2 WEST;

OWNED BY ODMHSAS REAL PROPERTY LOCATED IN NORMAN, CLEVELAND COUNTY, OKLAHOMA LOCATED WITHIN THE E ½ OF SECTION 20, TOWNSHIP 9 NORTH, RANGE 2 WEST;

LOCATED ON LOT ONE (1), IN BLOCK ONE (1), OF TRIAD ADDITION, SECTION 8, BEING A RE-PLAT OF THE EAST 149.83 FEET OF BLOCK 4 OF TRIAD ADDITION, SECTION 3, AND BEING A PART OF THE NW/4 OF SECTION 33, TOWNSHIP 9 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND

LOCATED ON LOT TWO (2), IN BLOCK ONE (1), OF MIDDLE EARTH, NORMAN, CLEVELAND COUNTY, OKLAHOMA.

ADJOURNMENT



TO: City Council

FROM: Greg Clark, Development Services Manager

DATE: 6/13/25

RE: Visitability Ordinance

HISTORY OF THE VISITABILITY RESOLUTION:

At the May 2, 2019 CPT meeting a Citizen Ad Hoc Committee presented to City staff and Council Members a proposed draft of the Norman Visitability Code. The purpose of the Norman Visitability Code was to establish minimum regulations for the design, installation and construction of single-family homes or other dwellings with less than four units by providing reasonable criteria for Visitability for persons with disabilities or seniors aging in place. A draft copy of the proposed code was provided to staff and Council Members in attendance that was tailored around the Fair Housing Act. It was recommended that staff should review and compare the proposed Norman Visitability Code to applicable and existing code and for Council to discuss its priority during their annual retreat.

Staff presented at the May 27, 2021 CPTC meeting information about what makes a Visitable dwelling. Further discussion was about the Ad Hoc Committee's recommendations and how it compared to current codes. In addition to this staff provided information from the currently adopted codes specifically the ICC A117.1-2009 Standard, in particular Section 1005, Type C (Visitable) Dwelling Units. It was staff's recommendation that for the purpose of the incentive program we utilize the already written and vetted standard of a Type C Visitable Dwelling Unit. The committee shared staff's opinion and the Resolution was written to reflect this standard.

Staff presented the Resolution at the City Council Study Session on June 8th, 2021 and it was approved on June 22nd 2021 with effective start date of August 1st 2021 for a length of 2 years.

With the program set to expire Staff presented to CPTC on March 25, 2023. At that time several applicants remained in the program therefore, it was suggested the program be extended for an additional 2-year period. The program was extended by Council under Resolution R-2021-118 Amendment 1 for a 2 year period and is set to expire August 1, 2025.

At the May 22, 2025 Community Planning and Transportation Committee staff presented to the Committee the status of the program and advised it was set to expire on August 1, 2025. After discussion staff was provided direction by the Committee to propose the program as an Ordinance.

CURRENT CODES AND PROGRAM STATISTICS:

office memorandum

Currently, the adopted code for Dwellings for the State of Oklahoma and the City of Norman is the 2018 International Residential Code (IRC). The IRC references the Standard ICC A117.1-2009 for accessible considerations. In the 2009 standard a new section was added titled 1005 Type C (Visitable) Units. The section deals specifically with creating a minimum standard for Dwelling Units to comply with to be considered Visitable.

As of May 16, 2025, 67 homes have enrolled in the program. 10 have completed the program and received a credit. 47 have withdrawn or did not pass the program, and 10 remain enrolled in the program.

It must be acknowledged that the plan does not have a lot of success stories to date with a pass rate of 17.5% and only 67 participants. There are a number of reasons for this.

- Cannibalization. The City currently offers an energy credit program and this program is a more popular with builders. In the same time window there have been over 650 homes registered in the Energy Credit Program.



(Example: A home with no step entry and a basic door that complies with Visitability requirements; however, the builder pursued energy credit program.)

- The most common reason builders have withdrawn/failed the program has to do with the thresholds for the front doors. Most builders are using very ornate custom doors and these doors come with manufactured attached/included thresholds and the builders did not want to remove or replace these components.



(House with custom door that had an easy method to comply with the program but unlikely the builder client would desire to amend the door)

RECOMMENDATION:

Staff recommendation is to keep the plan and make it permanent by ordinance.

- Stability in the program will likely encourage more builders/developers to consider the benefits for the home and credit.
- Other than the cost to the City for the credit, there is essentially no negative aspect to the program.
- The ordinance is written in such a manner that it will hold up over time regardless of how other codes are updated.
- As energy codes evolve over time and get more stringent, it is possible more builders will see benefit to the Visitability Program as these requirements are unlikely to shift dramatically.

INCENTIVE:

The proposed source of the credit is the Building Permit fee from Article 6-105 (a) (4). This fee is .14 cents per sq. ft. of the project area (all areas under the roof) of a home. This incentive is a pass or fail with either 100% of the fee being credited or 0% credited if the home failed to comply. While this may not seem like a significant incentive a lot of the principles of a Visitable Home can be achieved without significant changes to a properties floor plan.

CC: Jane Hudson, Planning & Community Development Director
Beth Muckala, City Attorney III

Attachments: Staff Visitable FAQ Document

City Council Conference

Visitability Ordinance
7/08/2025



Visitability and Accessibility

- Visitable Dwelling: Offers a few specific features making a home easier for mobility-impaired people to live in and visit. (visitability.org)
- Accessible Building: The intent of these sections is to allow a person with a physical disability to independently get to, enter, and use a site, facility, building, or element. (Section 101, ICC A117.1-2009)



Visitability v. Accessibility

Item 1.

Visitable Dwelling Unit	Accessible Dwelling Unit
No step entry and compliant entry path required.	No step entry and compliant entry path required.
Routes to required areas to be 36" wide typically Doors to be 31.75" in the clear wide.	All Routes to be 36" wide typically Doors to be 31.75" in the clear wide.
Bathroom: Toilet/Sink with backing and clearances at the toilet required.	Bathroom: Toilet/sink/bathing with grab bars installed and proper clearances for all of them. Counters at accessible heights and laid out for proper reach distances.
Kitchen: Which includes a sink, cooking appliance, and refrigerator to have a path to these areas typically 40" wide.	Kitchen: Has proper widths, reach ranges, counter heights, with clear spaces for the sink and all appliances.
A living room or similar is to be on a compliant route that is at least 70 sqft in area.	All the living space on the accessible floor level has to be compliant including sleeping rooms, laundry rooms, game rooms and similar.
Receptacle outlets and lighting controls to be installed between 15" and 48" typically.	Outlets, lighting controls, switches, environmental controls, electrical panel boards, security controls and similar to be installed at a compliant height and reach distance.

As defined by the ICC ANSI 117.1-2009
CITY OF NORMAN



Visitability v. Accessibility

Item 1.

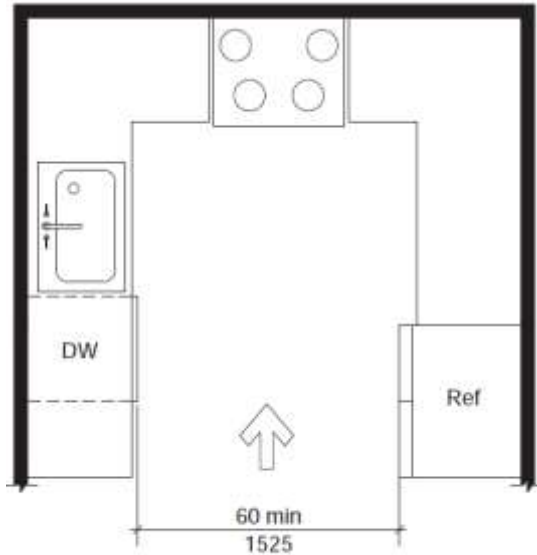
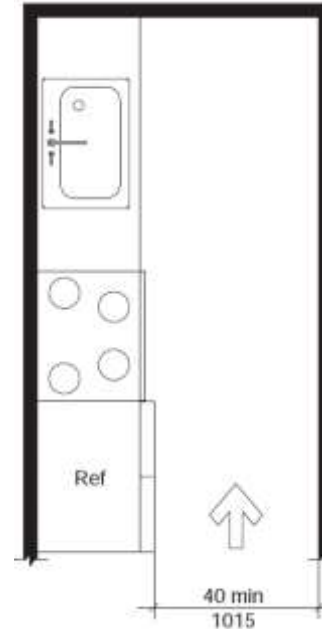


FIG. 1004.12.1.2
U-SHAPED KITCHEN CLEARANCE IN TYPE B UNITS



36" width would be ok for Visitable needs if the range wasn't here and certain features like counter heights and reach ranges are not obligated.



Current Visitability Codes

- The currently adopted codes for the State of Oklahoma and City of Norman for Residential Construction are the 2018 IRC and for accessibility is the ICC A117.1-2009.
- ICC A117.1-2017 is the most current version of the Accessible Standard. The Oklahoma Uniform Building Code Commission (OUBCC) updates the Building Codes statewide at their discretion but generally every 3 years. It is likely during the Summer of 2026 the state codes will update and the new standard for accessibility will be the A117.1-2017 and the new standard for Residential Construction will be the 2024 IRC.
- In the 2009 version of the ICC A117.1-2009 Standard it included a new section Type C VISIBLE Units this is included in the 2017 version of the standard.



History of the Norman Visitability Code

Item 1.

January through April 2019: The Citizen Ad Hoc Committee for Accessible Housing met, discussed and drafted the Norman Visitability Code.

May 2019: At the CPT meeting the Ad Hoc Committee presented the Norman Visitability Code, draft document for consideration to staff and members with request that the document be compared to the current building codes and practices, as well as other visitability codes.

The document was to be discussed during the annual City Council retreat.

The original proposed Norman Visitability Code was an organic interpretation of the Fair Housing Act Design Manual, which was published in 1998. The manual is a 300 page design guide but not a prescriptive code. While many of the concepts in the Fair Housing Act have been put forth in other building codes it is not one staff has adopted or utilizes as a current standard.



History of the Norman Visitability Code

(cont.)

Item 1.

- Staff provided recommendations to the Community Planning and Transportation Committee on 5/27/2021 to consider a 2 year program adopting the Nationally Recognized ICC ANSI 117.1 2009 Standards for Visitability as an incentive program where participants could receive a credit of \$.14/sf if their home was built to the Standard.
- Council adopted the resolution on June 22nd of 2021 to adopt the program as a 2 year program.
- Staff came back to CPTC in March of 2023 and in discussion it was agreed to extend the program for an additional 2 years. Resolution R-2021-118 Amendment 1 was approved by Council for a 2 year period and the program is set to expire August 1 , 2025.
- At the May 22, 2025 Community Planning and Transportation Committee staff presented to the Committee the status of the program and advised it was set to expire on August 1, 2025. After discussion staff was provided direction by the Committee to propose the program as an Ordinance.



Current Program Statistics

Item 1.

- 67 enrolled currently
- 10 have Completed the program and received a credit
- 47 withdrew/did not pass the program
- 10 are still in the program as of today
- 9 applied in year 2021
- 40 applied in year 2022
- 7 applied in year 2023
- 9 applied in year 2024
- 2 applied in year 2025

Data accurate as of 5/14/2025



Program Outcomes

Item 1.

In discussions with applicants that withdrew these were some common reasons:

- Lot features made the no step entry a challenge. Drainage or large elevation changes. There are developments especially those with hills and elevation changes that creating no step entries are not easy and to do so could invite moisture intrusion.



CITY OF NORMAN



Program Outcomes

Item 1.

- Cannibalization: Most of our spec builders participate in Energy Credit Programs. In roughly the same window as the Visitability Program we have had over 650 Homes enrolled in the Energy Credit Program.



Program Outcomes

Item 1.

- Customer wanted features outside the scope of program custom front doors and ornate entry's.



Staff Recommendation

Item 1.

- Staff recommends keeping the program and making it a permanent program by Ordinance. The reference to the Type “C” Visitable Dwelling from the A117.1 can be referenced in such an adoption which ensures that if future updates occur in this standard, the programs benchmark home updates with it.
- By making the program permanent future builders and developers can certainly consider this as a cost savings option for the future developments.
- Over time we could see builders gravitate to the Visitable Home Program if Energy Code Compliance becomes more difficult.
- There is little downside to the program other than the cost to the City from the Credit.
- If adopted by Ordinance Staff will plan to promote the program by various means including website features, updated hand outs, word of mouth and more to make certain builders and applicants are aware of the program.



Direction and Questions





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/08/2025

REQUESTER: DARREL PYLE, CITY MANAGER

PRESENTER: ANTHONY PURINTON, ASSISTANT CITY ATTORNEY

ITEM TITLE: CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION TO DISCUSS THE PURCHASE OF REAL PROPERTY AS AUTHORIZED BY OKLAHOMA STATUTES, UNDER TITLE 25 § 307(B)(3):

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