



# CITY OF NORMAN, OK CITY COUNCIL SPECIAL SESSION

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

Tuesday, June 07, 2022 at 5:30 PM

## AGENDA

### City Council, Norman Utilities Authority, Norman Municipal Authority, And Norman Tax Increment Finance Authority

*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, retaliation, 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.*

### CALL TO ORDER

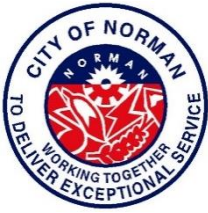
### AGENDA ITEMS

1. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2122-47 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA IMPLEMENTING AMENDMENTS THROUGHOUT THE CENTER CITY FORM BASED CODE ("CCFBC") DOCUMENT, WHICH IS INCORPORATED BY REFERENCE IN CHAPTER 22 OF THE CITY CODE AT SECTION 429.7, TO AMEND, REPLACE, SUPPLEMENT, RENUMBER OR REORDER PROVISIONS, CORRECT LANGUAGE, AND PROVIDE DEFINITIONS FOR TERMS FOUND THROUGHOUT THE CCFBC DOCUMENT TO RESOLVE INCONSISTENCIES OR INACCURACIES AND PROVIDE CLARIFICATION TO THE PROVISIONS, INCLUDING "HOW TO USE THIS CODE", PART 1 ("GENERAL PROVISIONS"), PART 2 ("ADMINISTRATION, APPLICATION PROCESS & APPEALS"), PART 3 ("THE REGULATING PLAN"), PART 4 ("BUILDING FORM STANDARDS"), PART 5 ("URBAN SPACE STANDARDS"), PART 6 ("PARKING AND LOADING STANDARDS"), PART 7 ("BUILDING FUNCTIONS"), PART 8 ("SITE DEVELOPMENT REQUIREMENTS"), PART 9 ("DEFINITIONS") AND APPENDICES A THROUGH C; TO AMEND SECTIONS 204 AND 205 OF PART 2 ("ADMINISTRATION, APPLICATION PROCESS & APPEALS") TO ACCOMMODATE POTENTIAL PATTERN ZONING AND CLEARLY ESTABLISH CERTIFICATE OF COMPLIANCE ENFORCEMENT AS WELL AS SECTION 208 TO CLARIFY THE TREATMENT OF NON-CONFORMING STRUCTURES AND USES; TO AMEND SECTION 302 ("ILLUSTRATIVE FORM DISTRICT MAPS") OF PART 3 ("THE REGULATING PLAN"), TO ADD "CENTER CITY MAXIMUM BUILDING HEIGHT MAP" AND "CENTER CITY UNIT MINIMUM MAP" AND TO AMEND THE CENTER CITY REGULATING PLAN MAP; TO AMEND PART 4 ("BUILDING FORM STANDARDS") TO CONSOLIDATE

CERTAIN BUILDING FORM STANDARDS AND EXPAND GEOGRAPHICAL APPLICATION OF THE URBAN RESIDENTIAL BUILDING FORM STANDARD, TO INCREASE CERTAIN BUILDING FORM STANDARD REQUIRED UNIT MINIMUMS, AND TO REVISE LIGHTING AND MECHANICAL EQUIPMENT REQUIREMENTS; TO AMEND SECTION 504 (“STREETSCAPE ELEMENTS”) OF PART 5 (“URBAN SPACE STANDARDS”) TO REMOVE STREETLIGHT PROVISIONS AND CLARIFY BICYCLE PARKING DESIGN REQUIREMENTS; TO AMEND VARIOUS ALLOWANCES AND REQUIREMENTS IN PART 6 (“PARKING AND LOADING STANDARDS”), INCLUDING MINIMUMS AND MAXIMUMS AND SPECIAL PARKING STANDARDS; TO AMEND PART 7 (“BUILDING FUNCTIONS”), TO CLARIFY AND DEFINE USES AND CATEGORIES, INCLUDING REVISIONS TO THE USE TABLE (SECTION 702) AND SPECIAL USES; TO RENUMBER AND AMEND PART 8 (“SITE DEVELOPMENT REQUIREMENTS”); TO RENUMBER, AMEND AND ADD DEFINITIONS TO PART 9 (“DEFINITIONS”), TO AMEND APPENDIX A TO REFERENCE POTENTIAL PATTERN ZONING, AND TO ADD APPENDIX C; AND TO MAKE OTHER LANGUAGE ALTERATIONS AS NECESSITATED BY OR CONSISTENT WITH THESE AMENDMENTS, DECLARING AN EMERGENCY, AND PROVIDING FOR THE SEVERABILITY THEREOF.

2. PRESENTATION BY A REPRESENTATIVE FROM AMBER INTEGRATED OF THE WATER INCREASE ELECTION SURVEY RESULTS.
3. DISCUSSION REGARDING RECOMMENDATIONS FROM THE ECONOMIC DEVELOPMENT ADVISORY BOARD REGARDING THE DISBURSEMENT OF AMERICAN RESCUE PLAN ACT FUNDING EARMARKED FOR ECONOMIC DEVELOPMENT AND NON-PROFITS.
4. DISCUSSION REGARDING A LOAN APPLICATION FOR FUNDING FROM THE OKLAHOMA WATER RESOURCES BOARD TO PURCHASE ADVANCED METERING INFRASTRUCTURE (AMI) METERS FOR A LIMITED PILOT PROGRAM.

## **ADJOURNMENT**



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 06/07/2022

**REQUESTER:** Center City Administrative Delay Ad Hoc Committee

**PRESENTER:** Jane Hudson, Director of Planning & Community Development

**ITEM TITLE:** CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2122-47 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA IMPLEMENTING AMENDMENTS THROUGHOUT THE CENTER CITY FORM BASED CODE (“CCFBC”) DOCUMENT, WHICH IS INCORPORATED BY REFERENCE IN CHAPTER 22 OF THE CITY CODE AT SECTION 429.7, TO AMEND, REPLACE, SUPPLEMENT, RENUMBER OR REORDER PROVISIONS, CORRECT LANGUAGE, AND PROVIDE DEFINITIONS FOR TERMS FOUND THROUGHOUT THE CCFBC DOCUMENT TO RESOLVE INCONSISTENCIES OR INACCURACIES AND PROVIDE CLARIFICATION TO THE PROVISIONS, INCLUDING “HOW TO USE THIS CODE”, PART 1 (“GENERAL PROVISIONS”), PART 2 (“ADMINISTRATION, APPLICATION PROCESS & APPEALS”), PART 3 (“THE REGULATING PLAN”), PART 4 (“BUILDING FORM STANDARDS”), PART 5 (“URBAN SPACE STANDARDS”), PART 6 (“PARKING AND LOADING STANDARDS”), PART 7 (“BUILDING FUNCTIONS”), PART 8 (“SITE DEVELOPMENT REQUIREMENTS”), PART 9 (“DEFINITIONS”) AND APPENDICES A THROUGH C; TO AMEND SECTIONS 204 AND 205 OF PART 2 (“ADMINISTRATION, APPLICATION PROCESS & APPEALS”) TO ACCOMMODATE POTENTIAL PATTERN ZONING AND CLEARLY ESTABLISH CERTIFICATE OF COMPLIANCE ENFORCEMENT AS WELL AS SECTION 208 TO CLARIFY THE TREATMENT OF NON-CONFORMING STRUCTURES AND USES; TO AMEND SECTION 302 (“ILLUSTRATIVE FORM DISTRICT MAPS”) OF PART 3 (“THE REGULATING PLAN”), TO ADD “CENTER CITY MAXIMUM BUILDING HEIGHT MAP” AND “CENTER CITY UNIT MINIMUM MAP” AND TO AMEND THE CENTER CITY REGULATING PLAN MAP; TO AMEND PART 4 (“BUILDING FORM STANDARDS”) TO CONSOLIDATE CERTAIN BUILDING FORM STANDARDS AND EXPAND GEOGRAPHICAL APPLICATION OF THE URBAN RESIDENTIAL BUILDING FORM STANDARD, TO INCREASE CERTAIN BUILDING FORM STANDARD REQUIRED UNIT MINIMUMS, AND TO REVISE LIGHTING AND MECHANICAL EQUIPMENT REQUIREMENTS; TO AMEND SECTION 504 (“STREETSCAPE ELEMENTS”) OF PART 5 (“URBAN SPACE STANDARDS”) TO REMOVE STREETLIGHT PROVISIONS AND

CLARIFY BICYCLE PARKING DESIGN REQUIREMENTS; TO AMEND VARIOUS ALLOWANCES AND REQUIREMENTS IN PART 6 (“PARKING AND LOADING STANDARDS”), INCLUDING MINIMUMS AND MAXIMUMS AND SPECIAL PARKING STANDARDS; TO AMEND PART 7 (“BUILDING FUNCTIONS”), TO CLARIFY AND DEFINE USES AND CATEGORIES, INCLUDING REVISIONS TO THE USE TABLE (SECTION 702) AND SPECIAL USES; TO RENUMBER AND AMEND PART 8 (“SITE DEVELOPMENT REQUIREMENTS”); TO RENUMBER, AMEND AND ADD DEFINITIONS TO PART 9 (“DEFINITIONS”), TO AMEND APPENDIX A TO REFERENCE POTENTIAL PATTERN ZONING, AND TO ADD APPENDIX C; AND TO MAKE OTHER LANGUAGE ALTERATIONS AS NECESSITATED BY OR CONSISTENT WITH THESE AMENDMENTS, DECLARING AN EMERGENCY, AND PROVIDING FOR THE SEVERABILITY THEREOF.

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**BACKGROUND:**

Since the adoption of the CCFBC on May 23, 2018, five-plus years ago, thirty-two (32) projects have proposed development in the Center City. Of the thirty-two projects, twenty-seven (27) applied for review to the Center City Design Review Team, (DRT) for a Certificate of Compliance (COC), a prerequisite to issuance of a building permit within the Center City. Of the twenty-seven projects, twenty-six are completed or under construction, one withdrew. Included in the thirty-two projects, five (5) Center City projects have been submitted as CCPUDs (Center City Planned Unit Developments) to be reviewed by City Council for adoption. Of those five CCPUD projects, four were adopted by City Council, one was not recommended for adoption. The breakdown of the submittals is as follows: 2017 – 6, 2018 – 7, 2019 – 10, 2020 - 4; and 2021 – 5.

**DISCUSSION:**

City staff presented information to City Council at their December 14, 2021, regularly scheduled meeting regarding a myriad of issues in administering the Center City Form Based Code (CCFBC) that prompted consideration of a possible Temporary Administrative Delay for acceptance of applications for demolition and construction, as well as rezoning applications from Center City Form Based Code (CCFBC) to Center City Planned Unit Development (CCPUD) for properties located in the Center City Study Area. City Council adopted Resolution R-2122-76 on December 14, 2021, which implemented a six-month administrative delay for the Center City Area; this six-month administrative delay will expire on June 14, 2022. An Ad Hoc Committee was recommended, and the Center City Administrative Delay Ad Hoc Committee first met on January 20, 2022.

## AD HOC COMMITTEE:

On January 11, 2022, the City Council passed Resolution R-2122-83, which appointed the Center City Ad Hoc Committee for the length of the Administrative Delay, or until it had addressed all subjects enumerated within the committee's authority in R-2122-83, whichever occurred first. The Center City Administrative Delay Ad Hoc Committee met 11 times (the last meeting held on April 28) for the purpose of reviewing the existing CCFBC and discussing the scope of potential amendments. The Ad Hoc Committee discussed topics of concern expressed by many on the Committee as well as residents and neighbors in the community.

Staff's observations from the various projects submitted, as well as City Council and citizen input, uncovered the following concerns with implementation of CCFBC and the Center City Vision, which were enumerated in R-2122-83:

- Side yard setbacks – lot line to lot line for the first 12 feet;
- Possible consolidation in number of frontages;
- Clarify terms and definitions and address incompatible or conflicting language or provisions;
- Consolidate and simplify code format and provisions while clarifying inter-capability with other aspects of City Code and regulations (i.e. building codes - ground floor residential/commercial, Engineering Design Criteria);
- Structure elevation, 3' elevation/accessibility issues where applicable;
- Fully identify and define "triggers" to CCFBC applicability and better define the treatment of legacy-zoned properties (or otherwise legal nonconforming structures and uses) existing in CCFBC (as of adoption), adopting Section 208. Designed Deviations, previously removed;
- Discuss allowed signage – location, size and dimensions;
- Refine definition of "bedroom" to better respond to needs of code and to coordinate with other implicated definitions (such as Zoning Ordinance generally, CNZOD specifically, or other regulating bodies such as the County);
- The number of bedrooms allowed per unit before a Special Use is required – now at 4;
- Increase in and provision for application of architectural requirements to ensure quality structures/properties;
- Impervious lot coverage issues, and what should be allowed in terms of design and approach, coordinated with Public Works/Storm water division
- Setback inconsistencies, including corner lot design issues, explore opportunity for pattern zoning to benefit corner lot design, including amendment to the Regulating Plan;
- Pedestrian lighting;
- Alley improvements;
- On-street parking design guideline;
- Clarification dumpster/polycart provision and placement requirements;

- Reformulation of parking requirements:
  - To increase/decrease parking spaces required
  - Fix the “fee in-lieu of” sections of the code
- Amend, supplement and clarify Use Chart and relating provisions;
- Fix elements that prevent quality structures, address barriers to courtyard development;
- Potential Regulating Plan Amendment - reduce the size of CCFBC area;
- Creation of quality open space, including public spaces;
- Residential Block Face landscape requirements to promote a walkable neighborhood;
- Protection the downtown structures, including non-conforming one-story structures and existing signage.

All of these items were discussed at the Ad Hoc meetings; however, the Ad Hoc Committee was not able to make a recommendation on all items. Core Norman, and particularly the CCFBC area, will continue to grow and change over the years, as we have already witnessed. With this continued growth and development, it will be necessary for Council and staff to re-evaluate the direction of this area of Norman, and thus future continued work by the Ad Hoc Committee is anticipated, including discussion on subjects left unresolved by the current Administrative Delay.

The Center City Ad Hoc Committee Summary Report (attached) provides a review of the topics discussed at each meeting. Additionally, the attachment titled “CCFBC 2022 Presentation of Proposed Changes” provides an overview of all of the proposed changes.

#### **COMMENTS:**

The proposed revisions from the Ad Hoc Committee are shown in the attachment titled “CCFBC Track Changes Format”. All proposed changes are noted in blue and pink text for easier review of the document. This document is adopted by reference in the City’s zoning ordinance. Ordinance O-2122-47 updates the reference in the zoning ordinance and if adopted by Council, would adopt by reference the updated CCFBC with the annotated changes incorporated.

Staff forwards O-2122-47 for Council consideration on Second and Final Reading and if adopted, Staff recommends the emergency clause also be adopted to coincide with the expiration of the Administrative Delay.

Attachment – Center City Form Based Code – May 2022 Draft  
Attachment – May 26, 2022 Pre-Development Meeting Summary

## Ordinance No. O-2122-47

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA IMPLEMENTING AMENDMENTS THROUGHOUT THE CENTER CITY FORM BASED CODE (“CCFBC”) DOCUMENT, WHICH IS INCORPORATED BY REFERENCE IN CHAPTER 22 OF THE CITY CODE AT SECTION 429.7, TO AMEND, REPLACE, SUPPLEMENT, RENUMBER OR REORDER PROVISIONS, CORRECT LANGUAGE, AND PROVIDE DEFINITIONS FOR TERMS FOUND THROUGHOUT THE CCFBC DOCUMENT TO RESOLVE INCONSISTENCIES OR INACCURACIES AND PROVIDE CLARIFICATION TO THE PROVISIONS, INCLUDING “HOW TO USE THIS CODE”, PART 1 (“GENERAL PROVISIONS”), PART 2 (“ADMINISTRATION, APPLICATION PROCESS & APPEALS”), PART 3 (“THE REGULATING PLAN”), PART 4 (“BUILDING FORM STANDARDS”), PART 5 (“URBAN SPACE STANDARDS”), PART 6 (“PARKING AND LOADING STANDARDS”), PART 7 (“BUILDING FUNCTIONS”), PART 8 (“SITE DEVELOPMENT REQUIREMENTS”), PART 9 (“DEFINITIONS”) AND APPENDICES A THROUGH C; TO AMEND SECTIONS 204 AND 205 OF PART 2 (“ADMINISTRATION, APPLICATION PROCESS & APPEALS”) TO ACCOMMODATE POTENTIAL PATTERN ZONING AND CLEARLY ESTABLISH CERTIFICATE OF COMPLIANCE ENFORCEMENT AS WELL AS SECTION 208 TO CLARIFY THE TREATMENT OF NON-CONFORMING STRUCTURES AND USES; TO AMEND SECTION 302 (“ILLUSTRATIVE FORM DISTRICT MAPS”) OF PART 3 (“THE REGULATING PLAN”), TO ADD “CENTER CITY MAXIMUM BUILDING HEIGHT MAP” AND “CENTER CITY UNIT MINIMUM MAP” AND TO AMEND THE CENTER CITY REGULATING PLAN MAP; TO AMEND PART 4 (“BUILDING FORM STANDARDS”) TO CONSOLIDATE CERTAIN BUILDING FORM STANDARDS AND EXPAND GEOGRAPHICAL APPLICATION OF THE URBAN RESIDENTIAL BUILDING FORM STANDARD, TO INCREASE CERTAIN BUILDING FORM STANDARD REQUIRED UNIT MINIMUMS, AND TO REVISE LIGHTING AND MECHANICAL EQUIPMENT REQUIREMENTS; TO AMEND SECTION 504 (“STREETSCAPE ELEMENTS”) OF PART 5 (“URBAN SPACE STANDARDS”) TO REMOVE STREETLIGHT PROVISIONS AND CLARIFY BICYCLE PARKING DESIGN REQUIREMENTS; TO AMEND VARIOUS ALLOWANCES AND REQUIREMENTS IN PART 6 (“PARKING AND LOADING STANDARDS”), INCLUDING MINIMUMS AND MAXIMUMS AND SPECIAL PARKING STANDARDS; TO AMEND PART 7 (“BUILDING FUNCTIONS”), TO CLARIFY AND DEFINE USES AND CATEGORIES, INCLUDING REVISIONS TO THE USE TABLE (SECTION 702) AND SPECIAL USES; TO RENUMBER AND AMEND PART 8 (“SITE DEVELOPMENT REQUIREMENTS”); TO RENUMBER, AMEND AND ADD DEFINITIONS TO PART 9 (“DEFINITIONS”), TO AMEND APPENDIX A TO REFERENCE POTENTIAL PATTERN ZONING, AND TO ADD APPENDIX C; AND TO MAKE OTHER LANGUAGE ALTERATIONS AS NECESSITATED BY OR CONSISTENT WITH THESE AMENDMENTS, DECLARING AN EMERGENCY, AND PROVIDING FOR THE SEVERABILITY THEREOF.

- § 1. WHEREAS, Ordinance O-1617-35, adopted by City Council on May 23, 2017, adopted in its entirety and incorporated by reference into the Zoning Ordinance the document entitled, “Center City Form-Based Code” dated April 2017 and consisting of a cover page, Pages iii-vi, Pages 1-70, and Center City Planned Unit Development – Appendix B, Pages 1-7; and

- § 2. WHEREAS, Council adopted Ordinance O-1718-47 on June 26, 2018 making limited amendments to the Center City Form Based Code to require two-family structures (duplexes) with four or more bedrooms to be sprinkled per applicable building code requirements; and
- § 3. WHEREAS, Council adopted Ordinance O-1718-51 on July 24, 2018 to allow for the sale of alcoholic beverages in theaters in compliance with State law; and
- § 4. WHEREAS, Council adopted Ordinance O-1920-3 on July 23, 2019, following a six (6) month administrative delay, implementing various amendments to address the issues giving rise to the need for the administrative delay.
- § 5. WHEREAS, on December 14, 2021, Council adopted Resolution R-2122-76, again declaring a temporary administrative delay for a period of six (6) months on the acceptance of all applications for Certificates of Compliance, demolition permits, or Center City Planned Unit Developments in order to allow Staff, in conjunction with the Center City Administrative Delay Ad Hoc Committee, to study and make recommendations for changes in the Center City Form-Based Code; and
- § 6. WHEREAS, the Center City Administrative Delay Ad Hoc Committee was created by Resolution R-2122-83 on January 18, 2022, which set forth the committee's subjects of discussion, and after eleven such meetings of the Committee, Staff has drafted and the Committee has recommended adoption of amendments throughout the Center City Form Based Code; and
- § 7. WHEREAS, Council desires to replace the Center City Form Based Code in its entirety with a revised Code inclusive of previous amendments and current amendments.

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

- § 8. That Section 429.7 of Chapter 22 of the Code of the City of Norman shall be amended to read as follows:

The Center City Form-Based Code originally dated April 2017 and thereafter amended in July 2019, is hereby replaced with the Center City Form-Based Code dated June 2022, consisting of a cover page, pages ii-iv, pages 1-84 (including Parts 1 through 9) and Appendices A through C.

The Center City Form-Based Code, dated June 2022 is incorporated by reference with the same force and effect as though fully set forth herein.

The Center City Form-Based Code is available on the City of Norman website: <http://www.normanok.gov/planning/norman-center-city-vision>

- § 9. EMERGENCY SECTION (requiring 2/3 majority for passage to be voted on separately). That in the judgment of the Council of the City of Norman, it is necessary for the immediate preservation of the peace, health, safety of the citizens of Norman that this Ordinance become effective prior to the time an ordinary ordinance will become effective, thereby declaring an emergency so that this Ordinance will become effective June 14, 2022.



§ 10. 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 \_\_\_\_\_, 2022.

NOT ADOPTED this \_\_\_\_\_ day  
of \_\_\_\_\_, 2022.

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(Mayor)

ATTEST:

\_\_\_\_\_  
(City Clerk)

## Ordinance No. O-2122-47

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- § 5. WHEREAS, on December 14, 2021, Council adopted Resolution R-2122-76, again declaring a temporary administrative delay for a period of six (6) months on the acceptance of all applications for Certificates of Compliance, demolition permits, or Center City Planned Unit Developments in order to allow Staff, in conjunction with the Center City Administrative Delay Ad Hoc Committee, to study and make recommendations for changes in the Center City Form-Based Code; and
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The Center City Form-Based Code originally dated April 2017 and thereafter amended in July 2019, consisting of a cover page, pages iii-iv, Pages 1-70 and inclusive of Appendices A and B is hereby replaced with the Center City Form-Based Code dated ~~July 2019~~ June 2022, consisting of a cover page, pages iii-iv, pages 1-9184 (including Parts 1 through 9) and ~~inclusive of Appendices A, and B, through C~~ as well as ~~previous amendments adopted by Ordinance (O-1718-47 and O-1718-51), and including additions and amendments to the following sections, all set forth more specifically and attached to this Ordinance:~~

- ~~— Part 2: Administration, Application Process & Appeals~~
- ~~— Part 3: The Regulating Plan~~
- ~~— Part 4: Building Form Standards~~
- ~~— Part 5: Urban Space Standards~~
- ~~— Part 7: Building Functions~~
- ~~— Part 8: Definitions~~

—Part 9: Site Development Requirements

The Center City Form-Based Code, dated ~~July 2019~~June 2022 is incorporated by reference with the same force and effect as though fully set forth herein.

The Center City Form-Based Code is available on the City of Norman website: <http://www.normanok.gov/planning/norman-center-city-vision>

§ 9. EMERGENCY SECTION (requiring 2/3 majority for passage to be voted on separately). That in the judgment of the Council of the City of Norman, it is necessary for the immediate preservation of the peace, health, safety of the citizens of Norman that this Ordinance become effective prior to the time an ordinary ordinance will become effective, thereby declaring an emergency so that this Ordinance will become effective June 14, 2022.

§ 10. 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 \_\_\_\_\_, 2022.

NOT ADOPTED this \_\_\_\_\_ day  
of \_\_\_\_\_, 2022.

\_\_\_\_\_  
(Mayor)

\_\_\_\_\_  
(Mayor)

ATTEST:

\_\_\_\_\_  
(City Clerk)



# CENTER CITY FORM-BASED CODE

NORMAN, OKLAHOMA

JUNE 2022 DRAFT

## How to Use this Code

### Why are some words shown in SMALL CAPITAL LETTERS?

The Norman Center City Form-Based Code (CCFBC) includes terms with special meanings and their definitions are included in *Part 9. Definitions*. Defined terms are shown throughout the document in SMALL CAPITAL LETTERS.

### I want to know what is allowed for my property:

1. Look at the adopted REGULATING PLAN in *Part 3. The Regulating Plan* and determine if property in question is located within the Center City Form District. (CC Form District) If not, this Code is not applicable.
2. Find the specific property in question on the adopted REGULATING PLAN. Note the REQUIRED BUILDING LINE and the PARKING SETBACK LINE. Note the color of the fronting STREET-SPACE—this determines the applicable BUILDING FORM STANDARD (see the key located on the REGULATING PLAN).
3. Find the applicable BUILDING FORM STANDARD in *Part 4. Building Form Standards*. (Note the *General Standards* in *Section 402* that apply to all properties in the district.) The BUILDING FORM STANDARD will tell you the parameters for DEVELOPMENT on the site in terms of height, siting, elements, and use.
4. Additional regulations regarding streets and other public spaces surrounding the property, parking requirements, and permitted building functions are found in the following sections: *Part 5. Urban Space Standards*; *Part 6. Parking and Loading Standards*; and *Part 7. Building Functions*.
5. See *Part 2. Administration, Application Process & Appeals* for information on the DEVELOPMENT review process.

NOTE: Where a NON-CONFORMING STRUCTURE OF NON-CONFORMING USE may continue in compliance with *Part 2. Section 208. Non-Conforming Structures and Uses*, the allowances of a LEGACY ZONING DISTRICT may also control what is allowed for a particular property.

### I want to modify an existing building:

1. If this code is applicable to your property, determine whether your intended changes would trigger a level of code compliance by looking at the *Part 2. Section 208. Non-Conforming Structures and Uses*.
2. If yes, follow the process delineated therein.

### I want to establish a new use in an existing building:

1. Find the property on the REGULATING PLAN and determine the applicable BUILDING FORM STANDARD.
2. Determine whether the use is allowed by looking at *Part 7. Building Functions*. If the use is allowed within the applicable CCFBC BFS *Part 2. Section 208. Non-Conforming Structures and Uses* to determine whether the use may be carried on within a NON-CONFORMING STRUCTURE. If Section 208 does not permit the use to be carried on within a NON-CONFORMING STRUCTURE, refer to the specific performance standards set forth in the applicable BFS.

### I want to change the Regulating Plan regarding my property:

See *Part 2. Section 207. Amendments to the Center City Form-Based Code*.

### I want to subdivide my property:

1. Property can only be subdivided in accordance with the procedures of the Norman Municipal Code.
2. Any such subdivision of a property within the *Center City Form District* shall also meet the standards of this Code.

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# Part 1. General Provisions

## 101. Title

This Code is known as the Norman Center City Form-Based Code (CCFBC).

## 102. Applicability

- A. The CCFBC is in effect for that part of the City of Norman, Oklahoma, designated on the REGULATING PLAN in *Part 3. The Regulating Plan* as the Center City Form District (CC Form District), and as set forth in *Part 2. Section 208. Non-conforming Structures and Uses*.
- B. The area generally known as Campus Corner that is geographically located within the larger CC Form District boundaries, as designated on the REGULATING PLAN in *Part 3*, is excluded from the CC Form District, but may be added to the district in the future, by determination of the City Council.
- C. The process for DEVELOPING or REDEVELOPING within the CC Form District is delineated in *Part 2. Administration* and *Appendix A* of this Code.

## 103. Purposes

- A. The goal of *Norman Center City Vision Project and Plan* was to reset the conversation and provide guidance for future DEVELOPMENT and REDEVELOPMENT in Center City.<sup>1</sup> This CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.
- B. The CCFBC shall be applied to new, infill DEVELOPMENT, and REDEVELOPMENT within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:
  1. Capitalize on public investment in existing infrastructure
  2. Stabilize and strengthen mixed-use commercial centers and residential neighborhoods
  3. Create a pedestrian-oriented and multi-modal district
  4. Promote, create, and expand housing options
  5. Ensure transit-supportive and transit-serviceable DEVELOPMENT
  6. Ensure a complementary relationship with surrounding neighborhoods
- C. The creation of transit- and pedestrian-oriented DEVELOPMENT and REDEVELOPMENT is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

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<sup>1</sup> From the *Norman City Center Vision Summary Charrette Report*, May 2014.

## 104. Other Applicable Regulations

- A. All DEVELOPMENT and REDEVELOPMENT must comply with relevant Federal, State and City regulations. Whenever any provision of this Code imposes a greater requirement or a higher standard than is required in any State or Federal statute or other City ordinance or regulation, the provisions of this Code shall govern unless preempted by State or Federal law.
- B. Where apparent conflicts exist between the provisions of the CCFBC and other existing ordinances, regulations, or permits, or by easements, covenants, or agreements, the Director shall determine, based on which best meets the requirements of this Code and Vision plan, which provisions shall govern within the Center City Form District.
- C. Within the Center City Form-Based Code Area of Norman exhibited in Norman Code 22-429.7, and contained within the Central Core Area of Norman (see map exhibit to Norman Code 22-431.7) any two-family (duplex) structure with four or more BEDROOMS per unit is required to be sprinkled per the requirement in Section P2904 of the International Residential Code (IRC) or NFPA 13D, or as these documents are amended.

## 105. Minimum Requirements

In interpreting and applying the provisions of the CCFBC, they are the minimum requirements for DEVELOPMENT under this Code.

## 106. Severability

Should any provision of the CCFBC be decided by the courts to be unconstitutional or invalid, that decision shall not affect the validity of the CCFBC other than the part decided to be unconstitutional or invalid.

## 107. Components of the Code

The CCFBC places a primary emphasis on physical form and placemaking, with a secondary focus on land uses. The principal regulatory sections of this Code are described below.

### A. Administration

Administration covers application and review process for DEVELOPMENT project approval.

### B. The Regulating Plan

The REGULATING PLAN is the application key for the CCFBC. It provides a public space master plan with specific information on DEVELOPMENT parameters for each parcel and shows how each lot relates to the STREET-SPACE (streets, SQUARES/CIVIC GREENS, PLAZAS, PEDESTRIAN PATHWAYS, etc.) and the surrounding neighborhood. The REGULATING PLAN may identify additional regulations and/or opportunities for lots in specific locations.

### C. The Building Form Standards

The BUILDING FORM STANDARDS establish basic parameters governing building form, including the buildable envelope (in three dimensions) and certain permitted and/or required elements—such as SHOPFRONTS, BALCONIES, and STREET WALLS. The BUILDING FORM STANDARDS establish both the boundaries within which things may be done and specific things that must be done.

The primary intent of the BUILDING FORM STANDARDS (BFS) is to shape the STREET-SPACE, or public realm, through placement and form controls on buildings. Their secondary intent is to ensure that the buildings cooperate to form a functioning, sustainable, BLOCK structure. The applicable standard for a building site is determined by the STREET FRONTAGE designated on the REGULATING PLAN.

#### **D. The Urban-Space Standards**

The purpose of the Urban-Space Standards is to ensure coherent STREET-SPACE and to assist builders and owners with understanding the relationship between the public realm and their own building. These standards set the parameters for the placement of STREET TREES, sidewalks, and other amenities or furnishings within the STREET-SPACE. They set recommended configurations for the vehicular part of the street as well as other public spaces such as greens, squares, and plazas.

#### **E. Building Function Standards**

The Building Function Standards define the uses allowed and/or required on ground floors and in upper floors, correlated with each BUILDING FORM STANDARD. Because the CCFBC emphasizes form more than use, it includes fewer, broader categories than those provided elsewhere in the Norman Zoning Ordinance.

#### **F. Parking and Loading Standards**

Parking and loading standards provide goals and requirements to promote a “park once” environment through shared parking and encourage a pedestrian-friendly, walkable CC Form District.

#### **G. Definitions**

Certain terms in the CCFBC are used in very specific ways, often excluding some of the meanings of common usage. Wherever a word is in SMALL CAPITALS format, consult *Part 9. Definitions* for its specific and limited meaning. Where there is an apparent contradiction between the definitions in the CCFBC and those in the Norman Zoning Ordinance, the definitions in this Code shall prevail. Words used in the CCFBC, but not defined by this Code, but that are defined in the Norman Zoning Ordinance, shall have the meanings set forth therein.

## Part 2. Administration, Application Process & Appeals

### 201. Applicability

DEVELOPMENT and REDEVELOPMENT proposals within the Center City Form District shall be subject to the provisions of this *Part 2* and/or *Appendix A*.

### 202. Director

#### A. Authority

The Director of Planning and Community Development (“Director”) and the Development Review Team (DRT) are authorized to review and approve applications for Certificates of Compliance and Administrative Adjustments.

#### B. Delegation of Authority

The Director may designate any member of the staff of the City’s Planning and Community Development Department to represent the Director in any function assigned by the Center City Form-Based Code (CCFBC). The Director, however, shall remain responsible for any final action taken under this Section.

### 203. FBC Development Review Team

The existing Development Review Team (DRT) with an additional citizen member who is a resident of the Center City Form District will provide a coordinated and centralized technical review process to ensure compliance with the requirements of the CCFBC. The Development Review Team is comprised of personnel from the City departments that have an interest in the DEVELOPMENT review and approval process.

#### A. Powers and Duties

1. The Development Review Team shall be responsible for the review of Concept Plans, Site Plans and any other DEVELOPMENT related applications that may be required by the CCFBC.
2. The Development Review Team shall be responsible for making determinations on the application and interpretation of guidelines, standards, and requirements of the CCFBC.
3. The Development Review Team may require the applicant to submit additional information not otherwise specifically required by the CCFBC, which is reasonably necessary to review and determine whether the proposed DEVELOPMENT complies with the requirements of the CCFBC.
4. The Development Review Team shall not be authorized to waive or vary requirements of the CCFBC or any other applicable ordinance of the City of Norman unless specifically allowed in the CCFBC.

#### B. Operational Procedures

The Development Review Team shall meet on their regularly scheduled meeting dates to review DEVELOPMENT applications. It shall be the

responsibility of the Planning Director, or the Director's designee, to collect the comments of the DRT, prepare a written staff analysis of the outstanding issues related to each application, and provide it to the applicant in a timely manner.

## 204. Certificate of Compliance

An application for approval of a Certificate of Compliance, demonstrating compliance with the provisions contained in the CCFBC and the REGULATING PLAN shall be submitted to the Director. At the time an application is submitted for a Certificate of Compliance for a Center City Form District property, the property shall be posted by staff with a sign provided by the City of Norman identifying that such a request has been received. A fully refundable \$20.00 sign deposit is required.

### A. Pre-Application Conference

A pre-application conference with a member of the professional planning staff of the Department of Planning and Community Development is required prior to the submission of any application for a Certificate of Compliance. The applicant shall provide a concept site plan and conceptual drawings of the FACADES of any building at a scale of at least 1"=100' for consideration by the staff. The discussions and any conclusions based on the pre-application conference are not binding on any party thereto.

### B. Certificate of Compliance Application Requirements

The application for a Certificate of Compliance shall include:

1. A brief narrative describing the Development Proposal;
2. Two (2) sets of completed plans for the Development Proposal at a scale sufficient to read [Site Plans at 1"= 50', Building Plans and Elevations at 1"= 20', Details as necessary to demonstrate form-based code ("FBC") compliance at 1"=4' to 1"=10'] as required by the City and including the following information, which shall be submitted on the following sheets:
  - (i) Location and dimensions of all proposed buildings and other construction;
  - (ii) Internal roadways, streets and/or STREET-SPACES, ALLEYS, common access easements, and access ways to adjacent public roadways;
  - (iii) Utilities - Sanitation/polycarts and service courts
    - a. Location and dimensions of all parking areas and striping plan,
    - b. Utility Strategy,
    - c. Architectural drawings of all proposed building FACADES,
    - d. Floor plan,
    - e. Landscape plan,
    - f. Stormwater calculations;
3. A completed Form-Based District Review Checklist, the form of which shall be developed, maintained, and made available by the Director, demonstrating compliance with the provisions of the FBC; and

4. Any other documents and/or materials required by the Director to determine compliance with the FBC.

### **C. Certificate of Compliance Review**

1. The Director of Planning and Community Development may administratively provide for submission and review deadlines for materials and studies required in support of any application for a Certificate of Compliance. The need for technical studies shall be at the Director's discretion or as required by City ordinances.
2. Applicants shall be notified at the Development Review Team meeting if additional materials, studies, and meetings will be required in order for review of their application to commence.
3. After the effective date of the CCFBC, no property which has been zoned under the CC Form District may be DEVELOPED or REDEVELOPED without: (a) approval of a Certificate of Compliance from the Director of Planning and Community Development, (b) approval of an application to voluntarily participate in any Pattern Zoning program or overlay adopted for applicable CC Form District properties, or (c) an approved rezoning to *Center City Planned Unit Development (CCPUD)* as established in *Appendix B*.

## **205. Effect of Certificate of Compliance Issuance**

The Certificate of Compliance shall incorporate the approved site plan, elevation drawings and/or floor plan drawings, as determined by the Director, and shall be binding as to the elements demonstrated therein. Issuance of a Certificate of Compliance by the Director allows an applicant to apply for other necessary permits and approvals which include, but are not limited to, those permits and approvals required under the City Building Code. Certificate of Compliance site plan, elevation drawings and floor plans must be submitted with permit requests, and the Director may decline to issue a Certificate of Occupancy where construction is not completed in compliance with the Certificate of Compliance and its referenced attachments, in the absence of a valid material modification or Administrative Adjustment.

### **A. Certificate of Compliance Modification**

After the Director has issued a Certificate of Compliance, any change in the Development Proposal from Certificate of Compliance and referenced attachments submitted to the Director, other than those permitted under Section 206 below, shall be considered a material modification and shall be subject to the following review procedure:

1. A complete application for a material modification shall be referred to the DRT at its next regularly scheduled meeting.
2. The Director may administratively provide for submission and review deadlines for materials and studies required in support of any application for a material modification.
3. The DRT shall determine if the proposed material modification is in compliance with the CCFBC Code.

## B. Certificate of Compliance Expiration

1. A Certificate of Compliance shall lapse twenty-four (24) months from its issuance if an applicant does not secure a building permit.
2. Upon written communication by the applicant submitted at least thirty (30) days prior to the expiration of the Certificate of Compliance, and upon a showing of good cause, the Director may grant one extension not to exceed six (6) months. Upon an application for extension, the Certificate of Compliance shall be deemed extended until the Director has acted upon the request for extension.

## C. Appeal

An appeal by a person aggrieved by the Director's decision on a Certificate of Compliance application, and situations where Administrative Adjustments are requested, will be to City Council.

## 206. Administrative Adjustments

### A. Purpose and Intent

The purpose and intent of this section is to provide an administrative mechanism for allowing minor adjustments to limited and specific requirements of the Center City Form-Based Code, with the intent of providing relief where the application of a standard creates practical difficulties in allowing DEVELOPMENT to proceed. These adjustments are intended to provide relief for minor construction/survey issues; they are not intended for deviations from the CCFBC, like those governed by *Appendix A and B*. This optional process occurs only where an applicant requests an Administrative Adjustment to a standard specified below.

### B. Administrative Adjustment Application and Review Procedure

1. An application for approval of an Administrative Adjustment shall include:
  - a. A brief narrative describing the Administrative Adjustment sought;
  - b. A completed Administrative Adjustment Checklist, the form of which shall be developed, maintained, and made available by the Director, demonstrating that the adjustment sought is limited to the standards set forth below; and
  - c. Any other documents and/or materials required by the Director to determine that the adjustment sought is limited to the standards set forth below.
2. The Director may seek assistance from the DRT in making a determination under this Section.
3. Within ten (10) business days of receipt of a complete application, the Director shall review the application in accordance with the Administrative Adjustment Standards below, and take one of the following actions:
  - a. Approve the application as submitted;

- b. Approve the application with conditions; or
- c. Deny the application.

### C. Administrative Adjustment Standards

The Director is authorized to approve Administrative Adjustment applications in strict conformance with the following standards only:

#### 1. Height

- a. Minimum and maximum height - up to five percent (5%) for any cumulative increase or decrease in building height.
- b. STREET WALL/fence requirements – up to ten percent (10%).
- c. Finished floor elevation – up to five percent (5%).

#### 2. Siting

- a. REQUIRED BUILDING LINE – move forward up to six (6) inches.
- b. REQUIRED BUILDING LINE – move backward up to three (3) feet. Applicant must submit landscaping or balcony plan.
- c. REQUIRED BUILDING LINE minimum percentage built-to – reduction of up to five percent (5%) of required length.
- d. PARKING SETBACK LINE – move forward up to six (6) feet.
- e. Mezzanine floor area – up to ten percent (10%) additional area.
- f. STREET WALL requirements – up to ten percent (10%) of the height/FENESTRATION/access gate requirements.
- g. Entrances (maximum average spacing) – up to ten percent (10%) increase in spacing.

#### 3. Elements

- a. FENESTRATION (minimum and maximum percent) – up to five percent (5%).
- b. Elements (minimum and maximum projections) – up to five percent (5%).

#### 4. Streets, Blocks and Alleys

Street center lines may be moved up to 50 feet in either direction, so long as:

- a. the street connectivity is maintained (no cul-de-sacs);
- b. no street intersection occurs within 125 feet of another street intersection; and
- c. the BLOCK configuration meets the standards defined in *Section 301.D*.

### D. Unlisted FBC Standards

Any request for relief from a required FBC standard other than those listed above shall be made through the CCPUD procedures set forth in *Appendices A and B*. (See also *Section 207* below.)



## E. Applicability

Any Administrative Adjustment approved under this Section shall run with the land and not be affected by a change in ownership.

## 207. Amendments to the Center City FBC

### A. Text Amendments

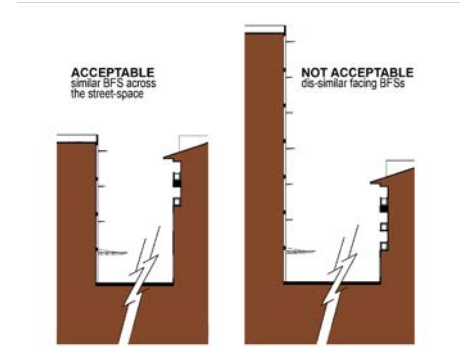
Any application for an amendment to the FBC text shall be considered an application for a zoning text amendment subject to *Section 22:442.1* of the Zoning Ordinance and any other regulations applicable to zoning text amendments.

### B. Regulating Plan Amendments

Any application for an amendment to the Center City REGULATING PLAN shall be considered an application for a zoning map amendment subject to *Zoning Ordinance Sections 22:442.1 - Amendments* and any other regulations applicable to rezoning.

#### 1. Changes to Streets, Blocks, Alleys

Any amended REGULATING PLAN shall conform to the standards defined in *Section 301*.



207.B.1 Illustrative intent

## 208. Non-Conforming Structures and Uses

**A. Non-conforming structures.** NON-CONFORMING STRUCTURES within the CC Form District may only be altered according to the following:

1. **Repair and Remodeling.** Repair and remodeling of the structures which do not affect the structure's footprint may be made in conformance with an applicable LEGACY ZONING DISTRICT.
2. **Additions.** An addition to a NON-CONFORMING STRUCTURE is permissible as long as:
  - a. The structure occupying the original footprint of the structure is not demolished and remains occupied in substantially the same manner as prior to the addition; and
  - b. The overall size of the structure does not increase by more than 50% of the square footage of the NON-CONFORMING STRUCTURE.
3. **Destruction and Replacement.**
  - a. **Destruction Generally Not Permitted.** Destruction of a NON-CONFORMING STRUCTURE in a manner not specifically allowed by subpart (b) below will destroy the legal non-conforming status of the structure and any NON-CONFORMING USES carried on within the NON-CONFORMING STRUCTURE, thus initiating complete application of the CCFBC to the subject property(ies) going forward.
  - b. **Generally.** NON-CONFORMING STRUCTURES destroyed by fire, explosion, act of God, or the public enemy may be:
    - (i) replaced with a NON-CONFORMING STRUCTURE of comparable height and siting as set forth in subpart (c) below;
    - (ii) REDEVELOPED following the CCFBC standards; or

(iii) follow the CCPUD process established in *Appendices A and B*.

**c. Replacing a Non-Conforming Structure.**

- (i) All NON-CONFORMING STRUCTURES destroyed as set out in subpart (b) above may be replaced in conformance with a LEGACY ZONING DISTRICT only by a NON-CONFORMING STRUCTURE of comparable footprint, height and siting.
- (ii) Additionally, single-family, duplex and residential accessory NON-CONFORMING STRUCTURES destroyed by fire, explosion, act of God, or the public enemy may be replaced in conformance with a LEGACY ZONING DISTRICT so long as the NON-CONFORMING STRUCTURE is not converted to another NON-CONFORMING USE or expanded beyond the footprint of the destroyed NON-CONFORMING STRUCTURE.

**4. Non-Conforming Signage.** NON-CONFORMING STRUCTURES may utilize existing non-conforming signage materials and framework, and may alter the content of such non-conforming signage in compliance with the LEGACY ZONING DISTRICT. However, where non-conforming signage materials or framework are substantially altered, replaced or substituted, or where additional signage is sought, all signage must then comply with the provisions of the CCFBC. A NON-CONFORMING STRUCTURE may comply with CCFBC signage regulations, as required herein, without otherwise destroying its status as a NON-CONFORMING STRUCTURE herein.

**B. NON-CONFORMING USES**

- 1. Generally.** Permitted uses and Development Standards in applicable LEGACY ZONING DISTRICTS may continue and be carried on in NON-CONFORMING STRUCTURES, even where the CCFBC, see *Part 7, Section 702. Use Table*, would apply Additional Regulations that cannot be satisfied.
- 2. CCFBC Uses in Non-Conforming Structures.** Uses permitted within the CCFBC, and which cannot be found in a property's applicable LEGACY ZONING DISTRICT, are permitted in NON-CONFORMING STRUCTURES, and will not result in a destruction of legal non-conforming status.
- 3. Other Uses.** Where a use is not permitted as a matter of right by a LEGACY ZONING DISTRICT, or otherwise allowed by CCFBC, an applicant may:
  - a. REDEVELOP following the CCFBC standards; or
  - b. Follow the CCPUD process established in *Appendices A and B*.

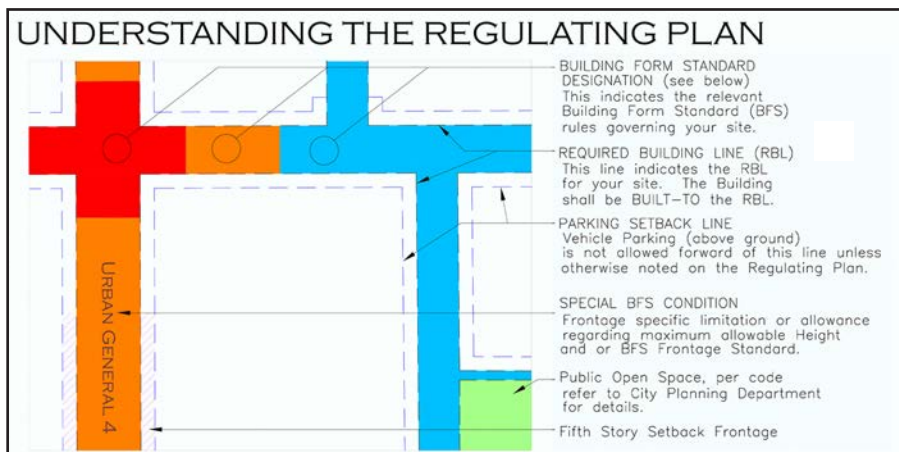
## Part 3. The Regulating Plan

### 301. Rules for Regulating Plans

#### A. Purpose and Intent

1. The REGULATING PLAN is the controlling document and principal tool for implementing the Center City Form-Based Code (CCFBC).
2. The REGULATING PLAN makes the DEVELOPMENT standards place-specific, by designating the BUILDING FORM STANDARDS (BFS) and delineating the public spaces. The REGULATING PLAN identifies: the boundaries for the district; existing and proposed streets and ALLEYS; the REQUIRED BUILDING LINE and PARKING SETBACK LINE throughout the plan area.
3. The REGULATING PLAN may identify specific characteristics assigned to a lot or building site and may identify additional regulations (and opportunities) for lots in specific locations, as well as exceptions to the BFS or other standards.

#### B. Regulating Plan Key



## C. Building Form Standards (BFS) on the Regulating Plan

- a. BUILDING FORM STANDARDS are designated on the REGULATING PLAN by STREET FRONTAGE.
- b. The allocation and distribution of BFS frontages—which define the form and character of the district—was based on the *Center City Vision Plan* and determined by the physical context (what goes next to what) and diversity of allowed/required uses.

## D. Streets, Blocks & Alleys on the Regulating Plan

### 1. Streets

Recommended street configurations called out in *Part 5. Urban Space Standards* or on the REGULATING PLAN may or may not be immediately constructed. They should be placed into the system such that, when reasonable for the City's street maintenance/reconstruction plan, they can be rationally constructed.

- a. Additional streets may be added to the REGULATING PLAN to create a smaller BLOCK pattern; however, no streets may be deleted without being replaced elsewhere within the district.
- b. Where new ALLEYS OR PEDESTRIAN PATHWAYS are designated on the REGULATING PLAN, they are critical to the working of the CC Form District and shall be considered mandatory. While the street infrastructure may not be constructed until some point in the future, the RBL, and other regulations of the REGULATING PLAN shall be respected.
- c. New ALLEYS OR PEDESTRIAN PATHWAYS shall be public or publicly accessible.
- d. All lots shall share a frontage line with a STREET-SPACE.

### 2. Blocks

#### a. Maximum Size:

No BLOCK FACE shall have a length greater than 300 feet without an ALLEY, access easement, or PEDESTRIAN PATHWAY providing through-access to another STREET-SPACE, ALLEY OR COMMON DRIVE. Individual lots with less than 100 feet of STREET FRONTAGE are exempt from the requirement to interrupt the BLOCK FACE; those with over 200 feet of STREET FRONTAGE shall meet the requirement within their lot, unless already satisfied within that BLOCK FACE.

#### b. Curb Cuts:

- (i) Unless otherwise specified on the REGULATING PLAN, no new curb cuts are permitted.
- (ii) For lots with ALLEY access, existing curb cuts shall be eliminated/vacated at the time of REDEVELOPMENT.
- (iii) For lots without ALLEY access, existing curb cuts may be maintained or relocated.
- (iv) Where a parking structure is being provided with at least 30% of its spaces publicly available, existing curb cuts may be relocated (even if the lot has ALLEY access.)

### 3. Alleys

- a. ALLEYS or COMMON DRIVES must provide access to the rear of all lots, except where a lot has streets on three sides and the absence of an ALLEY or COMMON DRIVE would not deprive an adjacent neighbor of rear lot access.
- b. For new ALLEYS (or COMMON DRIVES), public access, public utility, and drainage shall be dedicated via an easement.
- c. ALLEYS may be incorporated into (rear) parking lots as standard drive aisles. Access to all properties adjacent shall be maintained.
- d. Where an ALLEY does not exist but is identified on the REGULATING PLAN and it is not feasible to construct at the time of REDEVELOPMENT, no permanent structure shall be constructed within the proposed ALLEY right-of-way. The applicant is required to dedicate the ALLEY right-of-way within the rear setback to the City (for future construction) and maintain the area within the rear setback by, at a minimum:
  - (i) Providing routine landscape maintenance to the area.
  - (ii) Keeping the area clear of debris, stored materials, and stored or parked vehicles.

### 4. Changes to Regulating Plan

Any amendment or change to the REGULATING PLAN, beyond those specified in *Section 301.D.* above, will be a zoning map amendment of this Code. See *Section 207.B.*

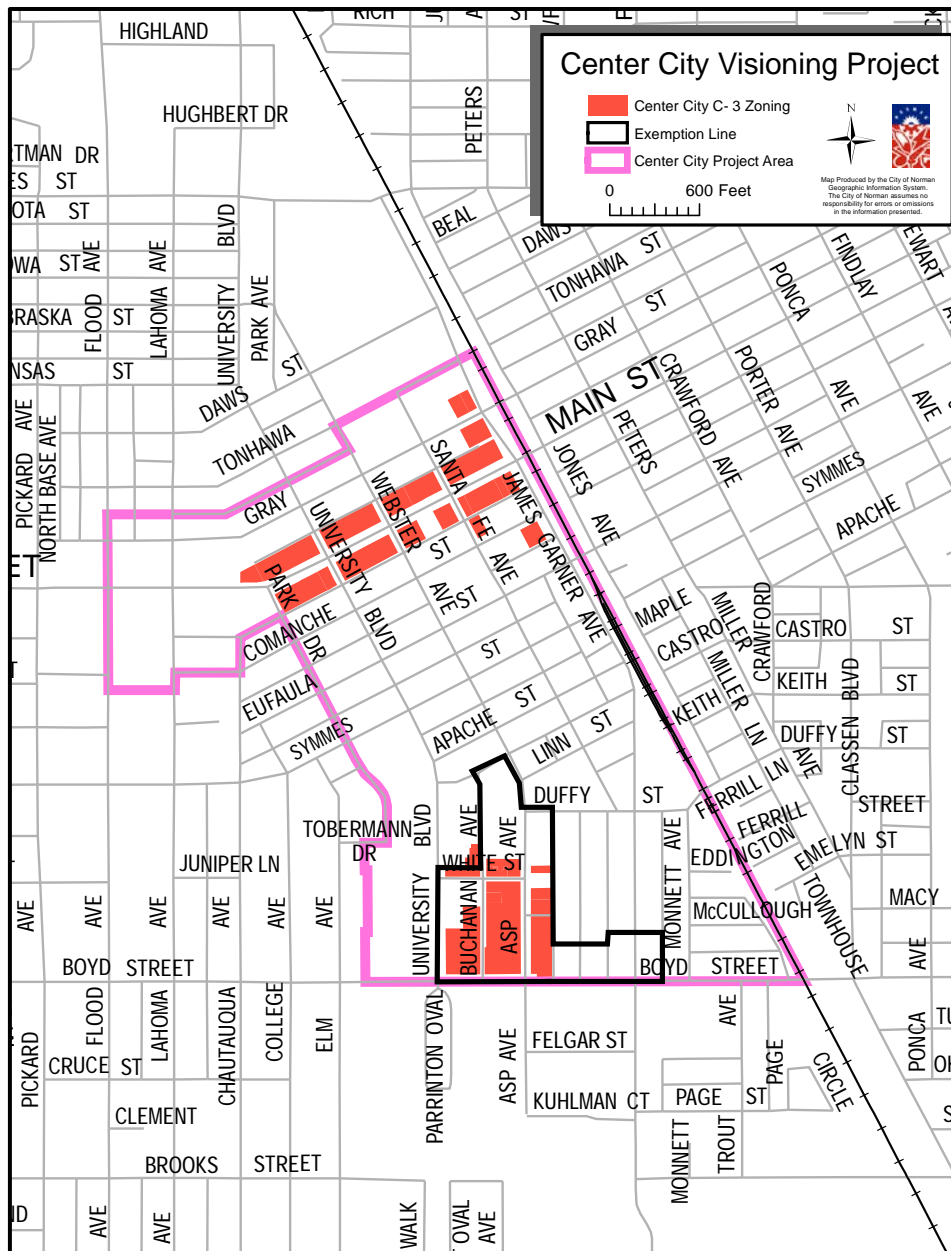
## E. Special Site Conditions in the Center City Form District

1. Some building height and parking requirements of this Code are not applicable to properties zoned C-3 at the time of CCFBC adoption. (See *Part 4. Building Form Standards, Sections 403 & 404,* and *Part 6. Parking, Section 603.A.* for specific exemptions, and *Section 302. Illustrative Form District Map,* below, for the applicable parcels.)
2. The following conditions are identified by numbered asterisks (\*) on the REGULATING PLAN. They may require additional performance standards or provide additional DEVELOPMENT opportunities due to their unique context.
  - a. (\*1) Located on Jenkins at the transition from the excluded Campus Corner area to Urban Residential frontage. Existing building form and use (at the time of CCFBC adoption) is that of strip commercial. Future REDEVELOPMENT may continue the range of uses.
  - b. (\*2) Located on Webster at Apache. Existing historic building form is that of neighborhood commercial. Future REDEVELOPMENT may continue commercial use if existing buildings are maintained without expansion or new DEVELOPMENT remains within the limit of the existing building footprint and height at the time of CCFBC adoption.

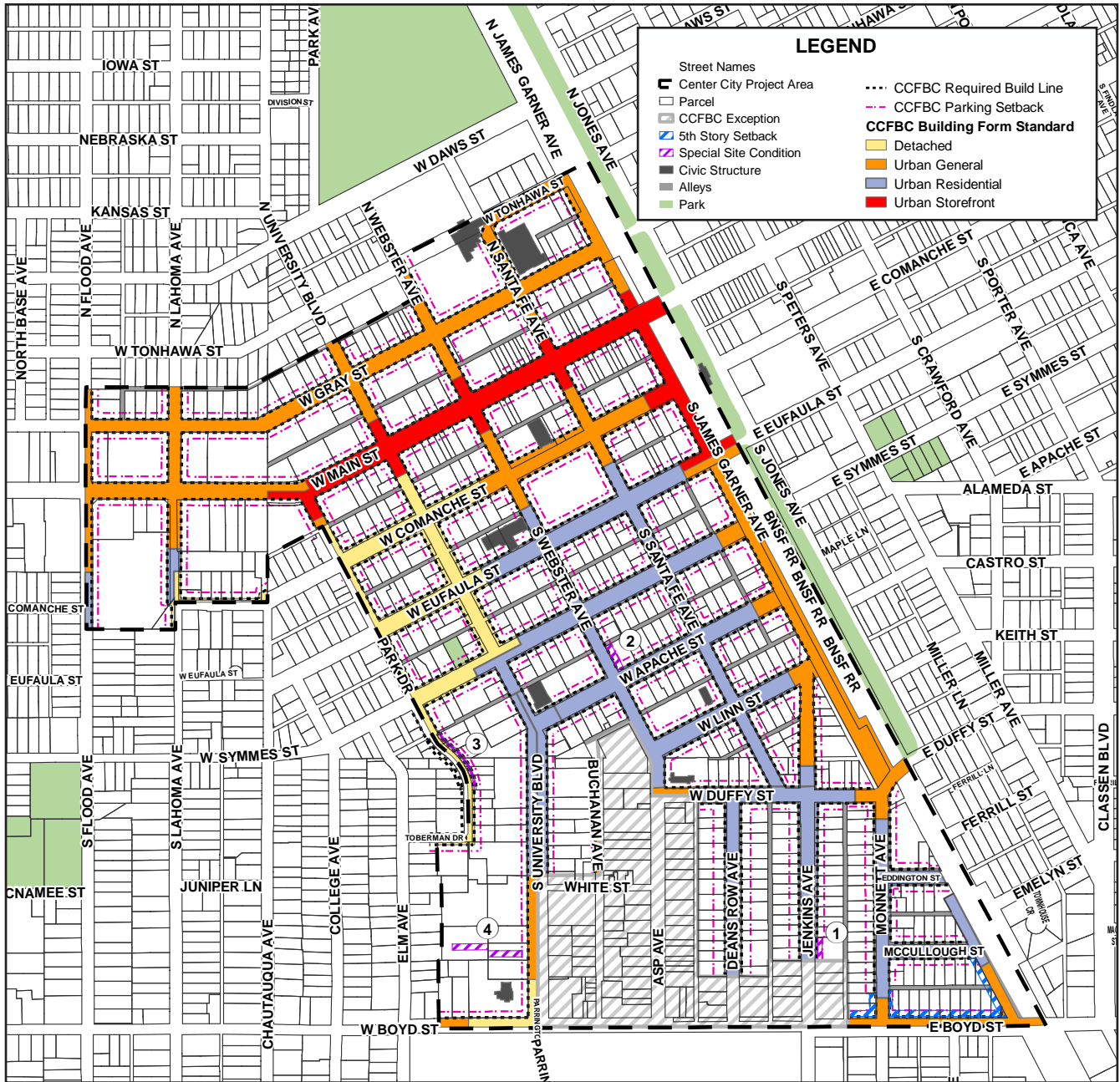
- c. (\*3) Located on Park Drive. REQUIRED BUILDING LINE (RBL) is a “zone” as defined on the REGULATING PLAN. This is to accommodate the small lot/tightly curving Detached Frontage.)
- d. (\*4) Located off University behind Boyd House. The lot building limit provides a ‘no structures’ area; an additional 30-foot deep zone designated with a cross-hatch on the REGULATING PLAN establishes an additional buffer area wherein the maximum height for any structure is 30 feet.

### 302. Illustrative Form District Maps

#### 302.A. Center City Visioning Map



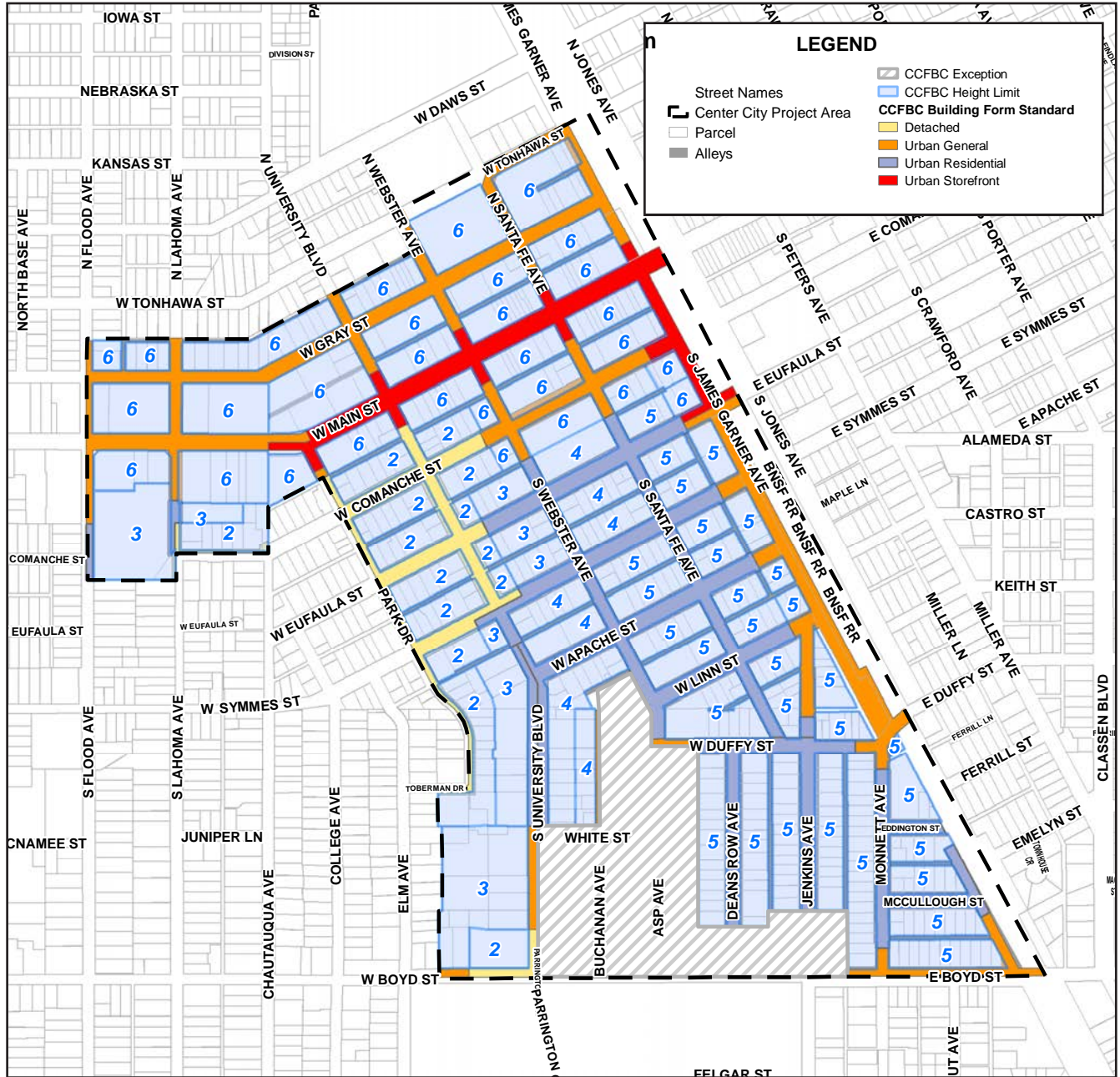
### 302.B. Center City Regulating Plan Map



*Note: This version of the Regulating Plan is shown for illustrative purposes only. A large-scale version of REGULATING PLAN can be found at: [www.normanok.gov/planning/norman-center-city-vision](http://www.normanok.gov/planning/norman-center-city-vision). Contact the Planning and Community Development Department for further information about the Center City Form District and REGULATING PLAN. (Individual BFS may establish superceding RBL requirements.)*



### 302.C. Center City Maximum Building Height Map



*Note: Properties with C-3 zoning at the time of CCFBC adoption are exempt from maximum building height limitations. (See Center City Visioning Map (Page 15) for applicable parcels.)*

### 302.D. Center City Unit Minimum Map



Note: This version of the Center City Unit Minimum Map is shown for illustrative purposes only. There is no unit maximum requirement except for Detached Frontage.

## Part 4. Building Form Standards

### 401. Intent

- A. The goal of the BUILDING FORM STANDARDS (BFS) is the creation of a vital, and coherent public realm through the creation of good STREET-SPACE. The intent of these form standards is to shape the STREET-SPACE—the specific physical and functional character—of the Center City Form District. The form and function controls on building frontages work together to frame the STREET-SPACE while allowing the buildings greater latitude behind their FACADES. The BUILDING FORM STANDARDS aim for the minimum level of control necessary to meet this goal.
- B. The BFS set the basic parameters governing building construction, including the building envelope (in three dimensions) and certain required or permitted functional elements.
- C. The BFS establish the rules for DEVELOPMENT and REDEVELOPMENT ON private lots, unless otherwise indicated on the REGULATING PLAN.
- D. The REGULATING PLAN identifies the BUILDING FORM STANDARD for all private building sites within the CC Form District.
- E. These BFS establish a range of DEVELOPMENT intensity and character within the CC Form District specific to each individual frontage, beginning in *Section 403*. The BFS frontages are:
  1. Urban General Frontage, *Section 403*
  2. Urban Storefront Frontage, *Section 404*
  3. Urban Residential Frontage, *Section 404*
  4. Detached Frontage, *Section 405*

### 402. General Provisions

The following apply to all BFS, unless expressly stated otherwise within an individual BFS or otherwise designated on the REGULATING PLAN.

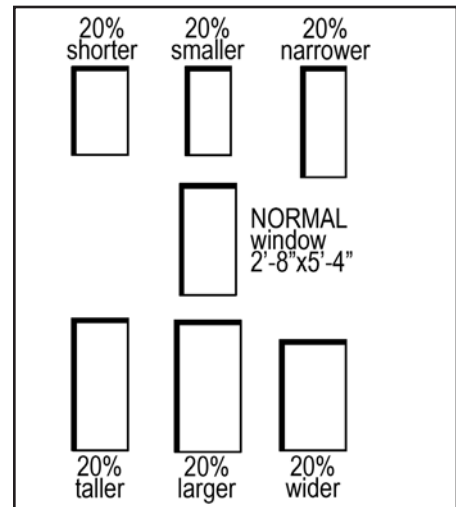
#### A. Frontage Transitions

When the BFS designation shown on the REGULATING PLAN changes along a property's REQUIRED BUILDING LINE (RBL), that property owner has the option, for that property's STREET FRONTAGE only, of applying either BFS for a maximum additional distance of 50 feet, from the transition point shown on the REGULATING PLAN, in either direction along that RBL.

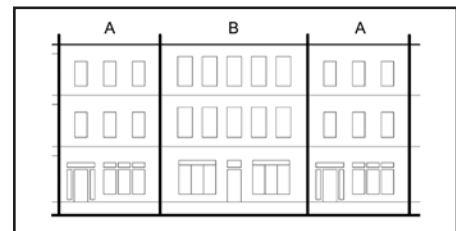
#### B. Façade Composition

1. "FAÇADE COMPOSITION" is the arrangement and proportion of FACADE materials and elements (windows, doors, columns, pilasters, bays).
  - a. Each FAÇADE COMPOSITION shall include a functioning street entry door. (Only applies to STREET FRONTAGE that is the same as the street address.)

- b. Individual infill projects on lots with STREET FRONTAGE of less than 100 feet on a BLOCK FACE are exempted from the overall FAÇADE COMPOSITION requirement for that BLOCK FACE, but shall still include a functioning street entry. This requirement may be satisfied for large footprint uses, such as large grocery stores, through the use of LINER SHOPS.
2. “COMPLETE AND DISCRETE” distinguishes one part of the FACADE from another to break down the perceived scale of large buildings and provide a better pedestrian experience.
- a. For each BLOCK FACE, FAÇADES along the RBL shall present A COMPLETE AND DISCRETE VERTICAL FAÇADE COMPOSITION to maintain and/or create the pedestrian-scale for the STREET-SPACE, at no greater than the following average STREET FRONTAGE lengths:
    - (i) 60 feet for Urban Storefront;
    - (ii) 75 feet for Urban General and Urban Residential.
    - (iii) A longer FAÇADE COMPOSITION may be presented, as long as smaller compositions appear within the same BLOCK FACE in order to achieve the above-stated average.
  - b. To achieve a COMPLETE AND DISCRETE VERTICAL FACADE COMPOSITION (Item 2 above) within a STREET FRONTAGE requires, at a minimum, Item i and at least two additional Items ii-v, below:
    - (i) Clearly different GROUND STORY FAÇADE COMPOSITION (both framing materials and FENESTRATION proportions) from one bay to the next.
    - (ii) FENESTRATION proportions differing at least 20 percent in height or width or height:width ratio. (See figure 402.B.2.b.ii.)
    - (iii) At least two different bay configurations. (See figure 402.B.2.b.iii.)
    - (iv) Change in wall material (changes in paint color are insufficient).
    - (v) Change in total FENESTRATION percentage (minimum difference 12 percent; ground floor FAÇADES are not included).



402.B.2.b.ii. Facade composition illustrative intent



402.B.2.b.iii. Facade Composition illustrative intent

### C. Building Size

The maximum footprint for a building is 25,000 gross square feet; for buildings beyond that limit, see *Appendices A and B*. This shall not limit parking structures built according to the standards of this Code.

### D. Neighborhood Manners

For the Urban General, Urban Storefront, and Urban Residential BFS frontages, the following rules apply:

- 1. Where a site shares a COMMON LOT LINE with a DETACHED BFS frontage lot within the City Center Form District or an R-1 lot adjacent to the western boundary of the District:
  - a. There shall be at least a 20-foot setback from the COMMON LOT LINE. (See figure 402.D.1.a.)
  - b. Within 50 feet of the COMMON LOT LINE, and within 80 feet of any RBL, any structures shall have a maximum height of 30 feet. This

requirement supersedes the minimum STORY requirement. (See *figure 402.D.1.b-c.*)

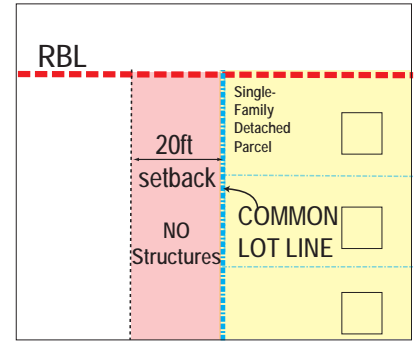
- c. Farther than 80 feet from any RBL, there shall be an additional 30 foot setback (for a total of 50 feet) from the COMMON LOT LINE for all structures. Surface parking is allowed. (See *figure 402.D.1.b-c.*)
- 2. Where a site has a COMMON LOT LINE with a Detached BFS frontage lot within the City Center District or an R-1 lot adjacent to the District, a GARDEN WALL, 4 to 6 feet in height, shall be constructed within one (1) foot of the COMMON LOT LINE. Trees from the Street Tree List shall be planted, on maximum 30-foot centers, within 10 feet of this wall.

**E. Height**

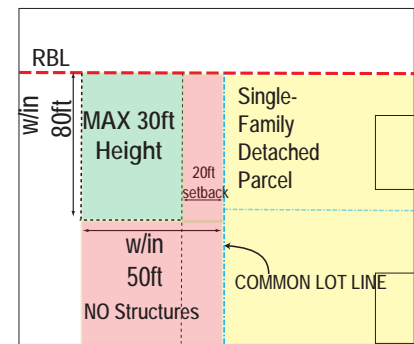
- 1. The height of all buildings is measured in STORIES, with an ultimate limit in feet, measured from the average fronting public sidewalk elevation to the top of the wall plate, unless otherwise specified in the individual BFS.
- 2. The minimum FACADE height that is required at the RBL is shown on the individual BFS.
- 3. The ceiling of an ENGLISH BASEMENT is at least 3 feet above sidewalk grade with windows above grade. ENGLISH BASEMENT units do not count against the STORY height limit but do count against the ultimate height measurement.
- 4. An ATTIC STORY is not included in the building height measurement.
- 5. MEZZANINES that have a floor area greater than 1/3rd of the floor area of the STORY in which they are located shall count as an additional full STORY in the building height measurement.
- 6. At least 80% of each STORY shall meet the minimum CLEAR HEIGHT prescribed in the individual BFS.
- 7. The GROUND STORY finished floor elevation requirements shall be measured at two points:
  - a. from the average exterior public sidewalk elevation at the RBL, and
  - b. within 30 feet of any RBL.

**F. Siting**

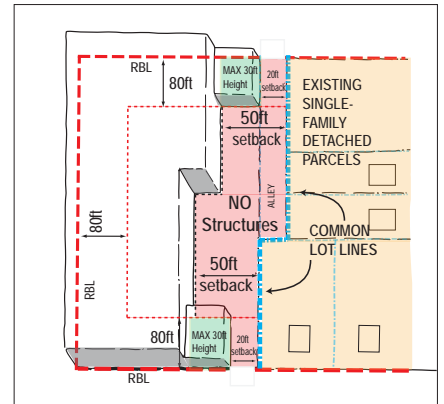
- 1. Building FACADES shall be built to the RBL as prescribed in the BFS. Single parcels with varied RBLs may select a single RBL and build to that designation.
- 2. The building FAÇADE shall be built to the RBL within the first 30 feet of a BLOCK CORNER, unless otherwise specified in the BFS. (See *figure 402.F.2.*)
- 3. The RBL, designated on REGULATING PLAN as an absolute line, incorporates an offset area (or depth) of 24 inches behind that line (into the BUILDABLE AREA) allowing for jogs, FAÇADE articulation, etc. unless otherwise designated herein. Therefore, where the FAÇADE is placed within that 24-inch zone, it is considered to be “built to” the RBL.



402.D.1.a. Neighborhood Manners -- Required setback

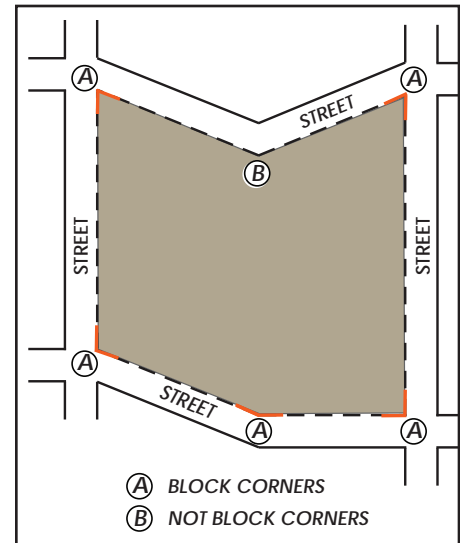


402.D.1.b. Neighborhood Manners -- Height limitations and required setbacks



402.D.1.c. Neighborhood Manners -- Limitations on buildable envelope

4. Where a STREET WALL is required, it shall be located along any RBL frontage that is not otherwise occupied by a building.
5. Buildings may only occupy that portion of the lot specified as the BUILDABLE AREA—the area behind the RBL as designated by the BFS.
6. No part of any building may be located outside of the BUILDABLE AREA except overhanging eaves, AWNINGS, BALCONIES, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, or handicapped ramps approved by the Director. STOOPS, steps, and ramps shall not be located within the CLEAR WALKWAY. Where workable, for appropriate COMMERCE and RETAIL uses, temporary displays or cafe seating may be placed in the DOORYARD.
7. There is no required setback from ALLEYS (or COMMON DRIVES) except as otherwise indicated on the individual BFS. On lots without ALLEY access, there shall be a minimum 15-foot setback from the rear lot line.
8. The PARKING SETBACK LINE is generally 30 feet behind the RBL and extends, vertically from the first floor level, as a plane unless otherwise indicated on the REGULATING PLAN or in the individual BFS. Vehicle parking shall be located behind the PARKING SETBACK LINE, except where parking is provided below grade, on-street, or otherwise indicated on the REGULATING PLAN.
9. All lots, including CORNER LOTS and through lots, shall satisfy the build-to requirements for all their RBL frontages, and the DOORYARD and/or FRONT YARD requirements for each designated BFS, unless otherwise specified in this Code.



402.F.2. Block Corner diagram

## G. Private Open Area

1. Any required PRIVATE OPEN AREA located on the ground shall have at least 1 tree per 800 square feet, of at least 2.5 inches in diameter at designated breast height (DBH) and at least 10 feet in overall height. Where new trees are planted to meet this requirement, they shall be no closer than five feet to any COMMON LOT LINE. Urban General, Urban Storefront, and Urban Residential lots that are reusing existing structures (without expansion) are exempt from this requirement.
2. Species must be selected from a list approved by the Director or their designee. Trees listed on the Norman Invasive Species list are prohibited from private open areas.

## H. Garage and Parking

1. Curb cuts or driveways, except those along ALLEYS, shall be located at least 75 feet away from any BLOCK CORNER or parking structure entry on the same BLOCK FACE.
2. No portion of a parking structure (except for elevator penthouses) shall exceed the individual BFS ultimate building height in feet; however:
  - a. a parking structure may include additional levels of parking in excess of the building height limit in STORIES, and
  - b. parking on the open, roof level is permitted.

3. Any portion of a parking structure within 20 feet of a building constructed under this Code shall not exceed 40 feet or that building's primary ridge or parapet height, whichever is greater.

## I. Elements

1. FENESTRATION is regulated as a percentage of the FAÇADE between floor levels. It is measured as glass area (including mullions and similar window frame elements with a dimension less than one inch) and/or as open area.
2. FENESTRATION shall be distributed such that no 30-foot square section of a FACADE violates the BFS percentage parameters.
3. Unless otherwise designated in the individual BFS, no window may be at an angle of less than 90 degrees from a COMMON LOT LINE within 3 feet, unless:
  - a. That view is contained within the lot (e.g. by a PRIVACY FENCE/ GARDEN WALL, opaque glass), or
  - b. The sill is at least 6 feet above its finished floor level.
4. No part of any building may project forward of the RBL except overhanging eaves, AWNINGS, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, BALCONIES, or handicapped ramps approved by the Director.
5. GROUND STORY AWNINGS shall maintain a minimum horizontal clearance of 1 foot from any point where the TREE LAWN meets the CLEAR WALKWAY and shall maintain a CLEAR HEIGHT of at least 10 feet above the CLEAR WALKWAY.
6. BALCONIES may not project within 5 feet of a COMMON LOT LINE. Balconies may encroach within the public right-of-way, subject to the issuance of applicable permits and required permissions.
7. Where an individual BFS includes BALCONIES as a method for achieving the required PRIVATE OPEN AREA, the BALCONY shall not otherwise be enclosed above a height of 42 inches, except with insect screening and/or columns/posts supporting a roof or connecting with another BALCONY above.
8. BAY WINDOWS shall have an interior clear width of between four and eight feet at the main wall. BAY WINDOWS shall project no more than 42 inches beyond the RBL.
9. ATTIC STORIES are permitted within all BFS frontages.
  - a. On the RBL/FACADE side of the roof pitch (BLOCK interior elevations are not restricted) ATTIC STORY windows may only be located in DORMERS and/or gable-ends.
  - b. ATTIC STORY DORMERS are permitted so long as they do not break the primary eave line, are individually less than 15 feet wide, and their collective width is not more than 60 percent of the RBL FACADE length.
  - c. An ATTIC STORY may not occupy an area greater than 75% of the floor area of the STORY immediately below.
  - d. ATTIC STORIES meeting the above standards do not count against the maximum building height in feet or STORIES.

10. At least one functioning entry door shall be provided along each GROUND STORY FAÇADE. No GROUND STORY FACADE may include a section of greater than 75 feet without a functioning entry door, unless otherwise specified in the BFS. (Only applies to STREET FRONTAGE that is the same as the street address.) A FACADE entry door is not required for any DWELLING UNIT with an entry door in a frontage-facing courtyard.
11. All required FRONT PORCHES shall be completely covered by a roof. FRONT PORCHES may be screened when all architectural elements (columns, railings, etc.) occur on the outside of the screen on the side facing the STREET-SPACE. The finished FRONT PORCH floor height shall be no more than 8 inches below the first interior finished floor level of the building to which it is attached. FRONT PORCHES shall not extend past the DOORYARD into the CLEAR WALKWAY.
12. The finished STOOP floor height shall be no more than 8 inches below the first interior finished floor level of the building to which it is attached. STOOPS shall not extend past the DOORYARD into the CLEAR WALKWAY.
13. PRIVACY FENCES may be constructed along COMMON LOT LINES behind the RBL, and along ALLEYS. PRIVACY FENCES shall have a maximum height of 8 feet.

## J. Architectural Materials (exteriors)

The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate are encouraged. Innovative, energy-efficient materials detailed appropriate to a pedestrian-scaled urban environment are encouraged. The following materials are prohibited:

1. Any lap siding except natural wood or cementitious fiber board.
2. Composition roofing shingles used as a wall material
3. Exposed fastener metal panels
4. Artificial stucco or EIFS, except high impact quality

## K. Roof Configurations

Where CLEARLY VISIBLE FROM THE STREET-SPACE, pitched roofs, exclusive of roofs behind parapet walls, shall be pitched between 4:12 and 12:12. Shed roofs, attached to the main structure, shall be pitched between 3:12 and 8:12. (See *Section 402.O.* for standards for screening mechanical equipment.)

## L. Civic Use Buildings

When CIVIC USE BUILDINGS are designated on the REGULATING PLAN, they are exempt from the BFS provisions except those required under *Section 402.D. 1-2 Neighborhood Manner.*

## M. Signage

The standards in this section, *M. Signage*, apply in the Urban General, Urban Storefront, and Urban Residential frontages and supersede *Chapter 18 (Sign Code)* of the *Norman Municipal Code* in the areas so designated.



## 1. Intent and Guiding Illustrations

Signs along commercial and mixed-use frontages should be clear, informative and should weather well. Signage is desirable for advertising shops and offices, and as decoration. Signs should be scaled to the District: mixed-use, pedestrian-oriented, with slow-moving automobile traffic. Signage that is glaring or too large creates distraction, intrudes into and lessens the district experience, and creates visual clutter. The photographs in this *Section 402.M. Signage* are advisory only.

## 2. General Standards

- a. Wall signs are permitted within the area between the second STORY floor line and the first floor ceiling with a horizontal band not to exceed 2 feet in height. In no case shall this band be higher than 20 feet or lower than 11 feet above the adjacent sidewalk.
- b. Letters shall not exceed 18 inches in height or width. Signs shall not come closer than 2 feet to an adjacent COMMON LOT LINE.
- c. Additionally company logos or names may be placed within this horizontal band or placed or painted within ground floor or second STORY windows.
- d. A masonry or bronze plaque bearing an owner's or building's name may be placed in the building's cornice/parapet wall or under the eaves, and above the upper STORY windows. Any such plaque shall be no larger than a rectangle of 18 square feet.
- e. Blade signs (perpendicular to the REQUIRED BUILDING LINE) not more than 5 feet wide containing a maximum of 25 square feet per side and minimum 9 feet clear height above the sidewalk may be hung from the FAÇADE, or from an overhang or awning. Vertically oriented blade signs less than 30 inches wide may contain up to 30 square feet per side. No blade sign shall extend above the FAÇADE at the RBL.
- f. Neon signs are allowed within SHOPFRONT windows throughout the District.
- g. No more than 25% of a shop or store window may be covered by signage.
- h. Temporary sidewalk easel signs of up to 36" in height are permitted within the DOORYARD area. They may also be considered a permitted obstruction to the sidewalk or right-of-way, with prior approval from the City.
- i. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.

## 3. Prohibited Signs

Outdoor advertising signs, roof signs, free-standing pole signs, monument signs, any kind of animation, and signs painted on the exterior walls of buildings. No digital, flashing, scrolling, traveling, animated, or intermittent lighting shall be on the exterior of any building whether such lighting is of temporary or long-term duration. Portable or wheeled signs and advertising



Wall sign



Blade sign



Painted window sign



Masonry parapet sign

located outside any building are not allowed except as specifically allowed for in Section M.2.h.

## N. Lighting & Mechanical

### 1. Lighting Standards<sup>1</sup>

- a. Street lights shall be located between 9 feet and 12 feet above grade with a maximum average spacing (per BLOCK face) of 60 feet on center on Storefront frontage sites, 75 feet on Urban General frontage sites, and 100 feet on other frontage streets along the street tree alignment line on each side of the street-space and travel lanes (unless otherwise indicated on the regulating plan). Full cut-off fixtures are required; design must be approved by City staff to meet a “uniform design” within the CCFBC District.
- b. Direct light (i.e. the lighting element) shall be shielded from view from public spaces and adjoining properties.
- c. Any lots with ALLEYS, except for the Detached Frontage, shall have full cut-off lighting fixtures. These fixtures shall illuminate the ALLEY, be between 9 and 16 feet in height, and not cause glare in adjacent lots.
- d. Flood or up-lighting shall not be used to illuminate private building walls or features; except that flood or up-lighting may be permitted on public or private CIVIC BUILDINGS, historic buildings, or monuments to highlight architectural features (such as church steeples or courthouse domes).
- e. Any accent lighting on private structures (except those identified in *Item d.*, above) shall be full cut-off.
- f. Site lighting shall be of a design and height and be located so as to illuminate only the lot. An exterior lighting plan shall be approved as consistent with these standards by the Planning and Community Development Staff.
- g. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.
- h. Lighting for parking garages shall consider general Crime Prevention Through Environmental Design (CPTED) standards and guidelines.

### 2. Mechanical Equipment Standards

Mechanical equipment is generally any Heating, Ventilation and Air Conditioning (HVAC) or electrical machinery but also includes air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and similar elements. These elements should not be located in any public areas or be CLEARLY VISIBLE FROM THE STREET-SPACE. Mechanical equipment should not detract or interfere with the pedestrian space or block the sight



Neon sign within shopfront window

<sup>1</sup> Note: Need to incorporate the preferred OG&E specifications for street light standards here.

triangle. Water storage tanks above 100 gallons must be enclosed on at least two sides by the main structure.

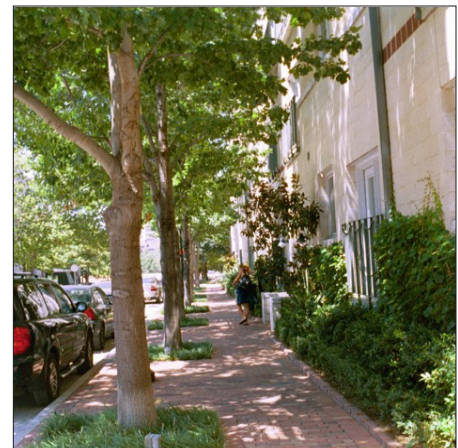
- a. Ground level equipment shall be placed behind and away from any REQUIRED BUILDING LINE, may not be stored or located within any STREET-SPACE, and shall be screened, i.e. not be CLEARLY VISIBLE FROM THE STREET-SPACE. Screening may be achieved by an approved STREET WALL or by placement behind the building or part thereof. These standards apply to: air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and similar equipment.
- b. Roof mounted equipment shall be placed behind and away from any REQUIRED BUILDING LINE and be screened from view from the STREET-SPACE.
  - (i) For pitched roofs, the equipment shall not be located on the roof pitch on the STREET-SPACE side.
  - (ii) For flat and/or parapet roofs, the screening shall be no more than 5 feet in height or the equipment shall be located farther than 20 feet from the REQUIRED BUILDING LINE.

## 403. Urban General Frontage

### ILLUSTRATIONS AND INTENT

*Note: These are provided as illustrations of intent. The illustrations and statements on this page are advisory only and do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of this Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

Urban General is the basic urban STREET FRONTAGE, once common across the United States. The purpose of this frontage is to develop multi-story buildings with three or more DWELLING UNITS within a single structure or ATTACHED STRUCTURES and/or mixed-use placed directly at the sidewalk or behind small DOORYARDS, and with one or more entrances and windows across the FACADE. The uses range from commercial to residential, municipal to retail and restaurants— and combinations of all of the above. There could be several buildings lined up shoulder to shoulder, filling out a BLOCK, or on smaller BLOCKS, a single building might fill the BLOCK face. This frontage is designated in the most intense areas of the Center City District and it is anticipated that there will be significant pedestrian traffic along these BLOCKS.



## HEIGHT

### Building Height

1. The building shall be at least 2 STORIES in height at the REQUIRED BUILDING LINE (RBL)
2. Properties with C-3 zoning at the time of CCFBC adoption are exempt from maximum building height limitations. (See *Sec. 302.A. Center City Visioning Map* for applicable parcels.)
3. In all other locations, the maximum height of buildings shall conform with the maximum height requirements identified by the *302.C. Center City Maximum Building Height Map*.

Where designated on the REGULATING PLAN, the 5th STORY FACADE shall be stepped back at least 10 feet behind the RBL and no ATTIC STORY is permitted above it.

### Ground Story Height

1. COMMERCE, RETAIL and CIVIC uses  
(See also *Urban Storefront Standards on page 32.*)
  - a. The GROUND STORY finished floor elevation shall be:
    - i. no lower than the average fronting exterior sidewalk elevation;
    - ii. no higher than 18 inches above the average fronting public sidewalk elevation.
  - b. The GROUND STORY shall have a CLEAR HEIGHT of at least 12 feet along the RBL for a minimum depth of 25 feet.
2. Residential Units with RBL frontage
  - a. The GROUND STORY shall have a CLEAR HEIGHT of at least 9 feet.

### Upper Story Height

The minimum CLEAR HEIGHT for each upper STORY is 9 feet.

## SITING

### Façade

1. On each lot the building FAÇADE shall be built to the REQUIRED BUILDING LINE for 100% of the RBL length.
2. Within 8 feet of the BLOCK CORNER, the GROUND STORY FAÇADE may be chamfered to form a corner entry.
3. On CORNER LOTS, the 100% RBL requirement shall only apply to the addressed STREET FRONTAGE, and the RBL requirement for the non-addressed STREET FRONTAGE shall be 65%.

### Buildable Area

1. The BUILDABLE AREA is delineated as anywhere behind the RBL.
2. A PRIVATE OPEN AREA equal to at least 15% of the total BUILDABLE AREA shall be preserved on every lot. Up to 67% of the required PRIVATE OPEN AREA may be satisfied through the BALCONIES of individual units. At least 33% of the PRIVATE OPEN AREA shall comprise no more than two separate contiguous areas, as follows:
  - a. Where located at grade, such PRIVATE OPEN AREA may be located anywhere behind the PARKING SETBACK LINE, but not within any required side or rear setbacks.
  - b. Where provided above the GROUND STORY but below a

- building's highest roof level, the PRIVATE OPEN AREA may be located forward of the PARKING SETBACK LINE (such as in a raised courtyard configuration) and shall open onto no more than one STREET-SPACE and shall be set back at least 30 feet from any BLOCK CORNER or BUILDING CORNER.
- c. Where located on the building's highest roof level, the PRIVATE OPEN AREA may be located anywhere on the roof.
3. A fee in lieu of the 15% minimum Private Open Area may be paid subject to approval by the Parks Board on a square footage basis of \$2.00 per square foot of the 15% Private Open Area. This fee shall be used for Public Open Space improvements within or adjacent to the City Center Area (such as Andrews Park or Legacy Trail)

### Garage and Parking

Openings in any RBL for parking garage entries shall have a maximum CLEAR HEIGHT no greater than 16 feet and a clear width no greater than 22 feet.

## ELEMENTS

### Fenestration

1. Blank lengths of wall exceeding 20 linear feet are prohibited on all REQUIRED BUILDING LINES (RBL) and exterior walls provided they are not within 3 feet of the property line.
2. GROUND STORY FENESTRATION shall comprise between 33% and 70% of the GROUND STORY FACADE and exterior walls provided they are not within 5 feet of the property line.  
GROUND STORY FENESTRATION shall comprise between 10% and 70% of the ground story exterior walls that are 3-5 feet from the property line.
3. UPPER STORY FENESTRATION shall comprise between 20% and 70% of the FAÇADE and exterior wall area per STORY provided they are not within 5 feet of the property line. UPPER STORY FENESTRATION shall comprise between 10% and 70% of the upper story exterior walls that are 3-5 feet from the property line.

### Building Projections

1. AWNINGS shall project:
  - a. a minimum of 4 feet from the FAÇADE
2. AWNINGS may have supporting posts at their outer edge provided that they:
  - a. Have a minimum of 8 feet clear width between the FAÇADE and the AWNING support posts or columns, and
  - b. Provide a continuous walking path at least 5 feet wide within that clear width, running parallel to the AWNING posts/ columns.

### Street Walls

1. One access gate no wider than 22 feet and one pedestrian entry gate no wider than 5 feet shall be permitted within any required STREET WALL.
2. A STREET WALL not less than 5 feet in height or greater than 12 feet in height shall be required along any RBL frontage that is not otherwise occupied by a building on the lot.

## USE SPECIFICS

### Ground Story

The GROUND STORY may house commerce, professional services, or residential uses. See height specifications above for specific requirements unique to each use.

### Upper Stories

1. The upper STORIES may only house RESIDENTIAL or COMMERCE uses. \*No restaurant or retail sales uses shall be allowed in upper STORIES unless they are second STORY extensions equal to or less than the area of the GROUND STORY use, except that restaurant uses are allowed on the roof level of Urban Storefront frontages.
2. No COMMERCE use, except for permitted rooftop restaurants, is permitted above a RESIDENTIAL use.
3. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

## USE TABLE

The use table identifies the uses allowed in the Urban General BFS.

### RESIDENTIAL DWELLING UNITS

#### Unit Minimums

No parcel containing a residential use shall contain less DWELLING UNITS than the number of stories allowed, as identified on the BFS Height Map minus one (1). Parcels without a building height limit containing a residential use shall have at least five (5) units. There is no maximum unit

requirement. Ground story commercial units shall count toward the residential dwelling unit minimum. All DWELLING UNITS on a parcel shall be contained within a single structure or set of ATTACHED STRUCTURES.

## BUILDING CONSTRUCTION

### Construction Codes

1. All structures building in the Urban General BFS shall be constructed in compliance with construction codes as follows:
  - a. The GROUND STORY shall be constructed to regulations of the Building Code as adopted in Section 5-201 of the Code of the City of Norman regardless of use.
  - b. All GROUND STORY construction shall be built to meet the most restrictive requirements of the following Use and Occupancy Classifications described in the Building Code: Assembly Group A, Business Group B, and Mercantile Group M.
2. All functioning entry doors for structures built in the Urban General BFS, including corner entries, shall be recessed so that the exterior landing at the door required by the Building Code, would not extend past the RBL.

USE CATEGORY		Urban General		Additional Regulations
		Ground Story	Upper Story	
<b>RESIDENTIAL</b>	Household Living	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living		✓	
<b>COMMERCE</b>	Office	✓	✓	Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment	✓	✓	Sec. 704.F.1-5
	Vehicle Sales	✓	✓	Sec. 704.F.2
	Passenger Terminal	✓		
	Child Care Center	✓	✓	See Part 9. Definitions
	Family Day Care Home	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓	✓	Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern	✓	✓	Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓	✓	Sec. 704.F.7
	Research & Development	✓	✓	
	Self-service storage		✓	
	Auto Repair	✓		Sec. 704.G.
<b>CIVIC</b>	See Part 8. Definitions		✓	Sec. 704.C.

Key: ✓= Permitted    Blank Cell = Not Permitted

## URBAN RESIDENTIAL DISTINCTIONS

All requirements in the Urban General BFS shall apply to the Urban Residential BFS with exception to the following:

1. The finished floor elevation shall be no less than 14 inches and no more than 8 feet above the average exterior public sidewalk elevation at the RBL.
2. The PRIVATE OPEN AREA is permitted anywhere behind the RBL pursuant to applicable FACADE requirements.
3. On each lot, the FACADE shall be built to:
  - a. the RBL for 100% for at least 12' in depth of the RBL length, or
  - b. the RBL for at least 70% for at least 12' in depth of the RBL length, provided PRIVATE OPEN AREA fronts the RBL and is enclosed on all other sides by a structure in a courtyard configuration.
    - i. Only one frontage-facing courtyard shall be allowed per every 50 feet of RBL frontage.
    - ii. Each wing of the structure surrounding the courtyard shall have a minimum width of 30% of the RBL length.
4. A STREET WALL not less than 4 feet or greater than 8 feet in height shall be required along any RBL frontage that is not otherwise occupied by a FACADE or PRIVATE OPEN AREA.

**Live-Work Option**

Once LIVE-WORK is designated on the REGULATING PLAN, these Urban General BFS standards shall apply, except that the GROUND STORY may be configured at grade, as a SHOPFRONT. (See 404. Urban Storefront for specific requirements and Part 7. Building Functions for restrictions on uses.)

## RESIDENTIAL DWELLING UNITS

### Unit Minimums

For parcels designated as Urban Residential south of Duffy Street, there shall be no residential DWELLING UNIT minimum. For all other parcels designated as Urban Residential, there shall be a residential DWELLING UNIT minimum of three (3) units. There is no maximum unit requirement. All DWELLING UNITS on a parcel shall be contained within a single structure or set of ATTACHED STRUCTURES. (See Center City Unit Minimum Map on page 18.)

### USE TABLE

The use table identifies the uses allowed in the Urban Residential BFS.

USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
<b>RESIDENTIAL</b>	Household Living	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living	✓	✓	
<b>COMMERCE</b>	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.2
	Passenger Terminal			
	Child Care Center			See Part 9. Definitions
	Family Day Care Home	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓		Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern			Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓		Sec. 704.F.7
	Research & Development			
Self-service storage				
Auto Repair			Sec. 704.G.	
<b>CIVIC</b>	See Part 8. Definitions		✓	Sec. 704.C.

Key: ✓ = Permitted    Blank Cell = Not Permitted

## 404. Urban Storefront Frontage

### ILLUSTRATIONS AND INTENT

The Urban Storefront represents the prototypical “main street” form with shopfronts along the sidewalk and a mix of uses above. A high level of pedestrian activity is anticipated. It is a subset of the Urban General Frontage, with more specific requirements at the street level.



*These photos are provided as illustrations of intent. They are advisory only and do not have the power of law. Refer to the standards below and on the previous pages for the specific prescriptions and restrictions of this Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

Where Urban Storefront BFS is designated on the REGULATING PLAN, the Urban General BFS standards (previous pages) shall apply, except that the GROUND STORY configuration shall be for RETAIL—that of a SHOPFRONT.

- a. GROUND STORY uses are limited to RETAIL SALES or SERVICE, or PROFESSIONAL SERVICE within the first 20 feet behind the RBL.
- b. The minimum GROUND STORY CLEAR HEIGHT is 15 feet.
- c. The GROUND STORY FENESTRATION shall comprise between 50% and 90% of the GROUND STORY FAÇADE.
- d. Single panes of glass shall not be permitted larger than 10 feet in height by 6 feet in width.
- e. GROUND STORY windows may not be made opaque by window treatments or tinting (except operable sunscreen devices within the conditioned space). A minimum of 75% of the window surface shall allow a view into the building interior for a depth of at least 15 feet.
- f. SHOPFRONTS may extend up to 24 inches beyond the FAÇADE or RBL into the DOORYARD, but may not project into the CLEAR WALKWAY.
- g. For all parcels designated as Urban Storefront, there shall be a residential DWELLING UNIT minimum of three (3) units. GROUND STORY commercial units shall count toward the residential dwelling unit minimum.



## 405. Detached Frontage

### ILLUSTRATIONS AND INTENT

*Note: These photos and statements are provided as illustrations of intent and are advisory only. They do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of the Detached Building form standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

The Detached BFS Frontage is represented by the traditional one DWELLING UNIT structure with small front, side, and rear yards along a tree-lined street. Structures are 1 to 2 stories in height with pitched roofs and front porches. Its purpose is to protect the character of existing single family neighborhoods.



Detached

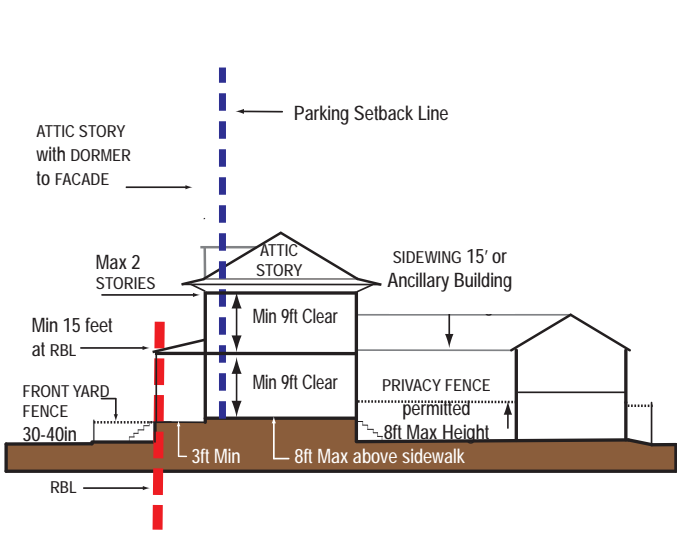


Diagram 405.a: Height

HEIGHT

**Building Height**

1. Each building shall be at least 15 feet at the REQUIRED BUILDING LINE (RBL), but no greater than 2 STORIES or 27 feet in height.
2. A SIDEWING shall be no higher than 15 feet.
3. Any ancillary structure in the BUILDABLE AREA at the rear of the lot shall be no higher than the principal structure on the lot.

**Ground Story Height**

1. The finished floor elevation shall be no less than 3 feet and no more than 8 feet above the average exterior sidewalk elevation at the RBL.
2. The GROUND STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Upper Story Height**

Each upper STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Front Yard Fence**

Any FRONT YARD FENCE has a minimum height of 30 inches and a maximum height of 40 inches.

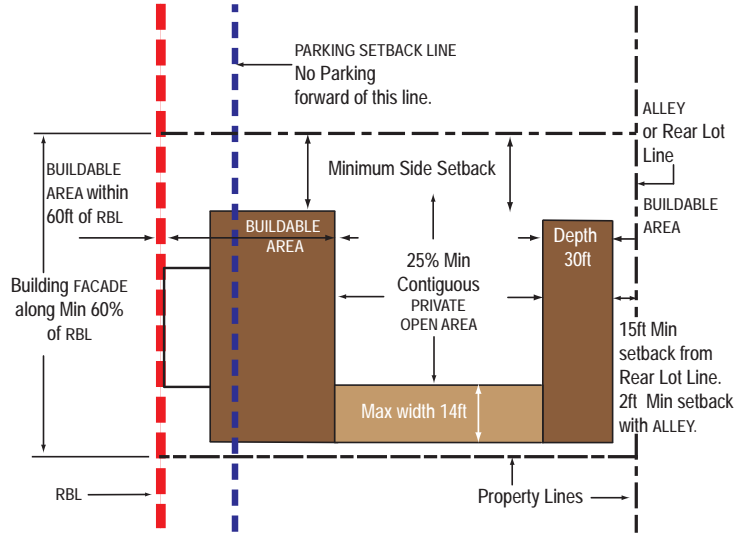


Diagram 405.b: Siting

SITING

**Façade**

1. On each lot the FAÇADE shall be built parallel to the REQUIRED BUILDING LINE (RBL) for at least 60% of the building width. The FRONT PORCH shall be built-to the RBL.
2. For CORNER LOTS the minimum 60% build-to shall include the STREET FRONTAGE within 20 feet of the BLOCK CORNER.

**Buildable Area**

1. The BUILDABLE AREA is as defined in *Diagram 405.b.* above.
2. A contiguous PRIVATE OPEN AREA equal to at least 25% of the total BUILDABLE AREA shall be preserved on every lot. Such contiguous area shall be located at grade, anywhere behind the PARKING SETBACK LINE and not include any side or rear setbacks.

**Lot Size and Setbacks**

1. All lots of record are buildable under this code.
2. Newly subdivided lots shall have a minimum width at the RBL of 32 feet, a maximum width of 55 feet, and a minimum depth of 85 feet.
3. The minimum side lot setbacks are 5 feet or as otherwise designated on the REGULATING PLAN.
4. FRONT YARD setbacks: DEVELOPMENT and REDEVELOPMENT, may construct at the setback of the existing structure or follow an existing setback on an adjacent/neighbor property in the Detached Frontage BFS only.

**Front Yard**

The FRONT YARD/DOORYARD shall not be paved except for walkways.

**Garages, Parking and Alleys**

1. Garage doors shall not be located on the RBL/FAÇADE.
2. There is a 2 foot required setback from ALLEYS.

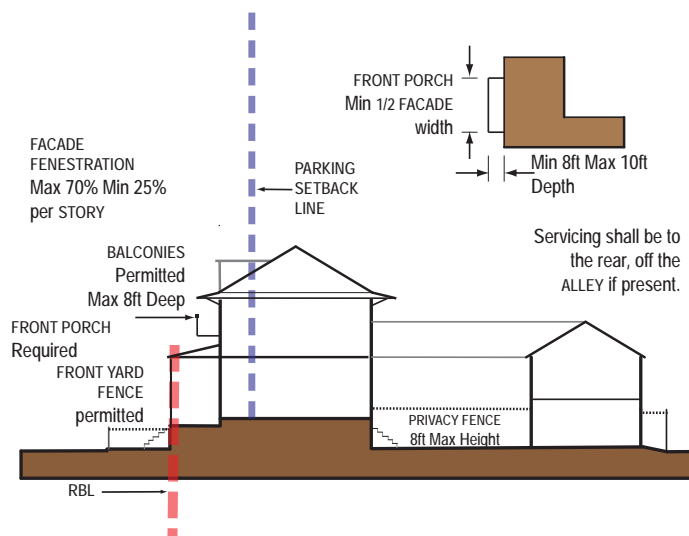


Diagram 405.c: Elements

### ELEMENTS

#### Fenestration

1. Blank lengths of wall exceeding 15 linear feet are prohibited on all FAÇADES.
2. FENESTRATION shall comprise at least 25%, but not more than 70%, of all FAÇADES.

#### Building Projections

1. Each building FAÇADE shall include a FRONT PORCH at the RBL, between 8 feet and 10 feet deep with a width not less than 1/2 of the FAÇADE width.
2. No part of any building except the FRONT PORCH roof (overhanging eaves) and steps may encroach beyond the RBL into the DOORYARD.

#### Doors/Entries

At least one functioning entry door shall be provided along the GROUND STORY FAÇADE. (Applies to STREET FRONTAGE, same as street address.)

#### Street Walls and Fences

1. There is no STREET WALL requirement.
2. Any FRONT YARD FENCE shall be within one foot of the CLEAR WALKWAY/DOORYARD line parallel to the RBL and along COMMON LOT LINES to a point at least even with the FAÇADE.
3. A PRIVACY FENCE may be constructed along a COMMON LOT LINE behind the FAÇADE.

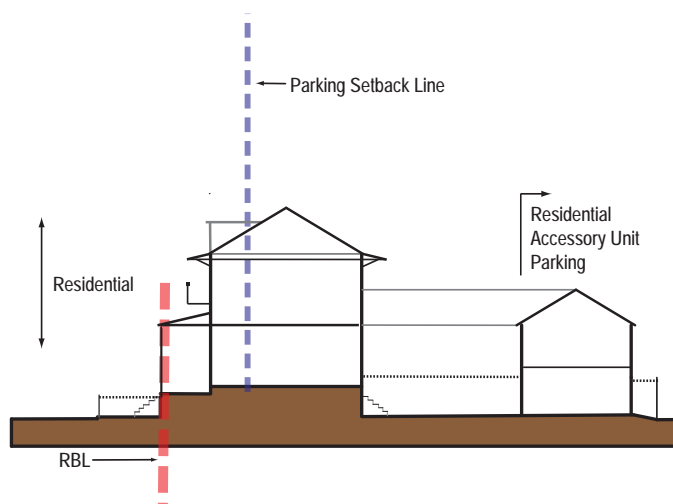


Diagram 405.d: Use

### USE

#### All Stories

1. Only RESIDENTIAL uses are permitted - one DWELLING UNIT or one DWELLING UNIT with an ACCESSORY UNIT allowed.
2. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

#### Accessory Uses

Parking and ACCESSORY UNIT (maximum 650 square feet) uses are permitted in the BUILDABLE AREA at the rear of the lot.

## Part 5. Urban Space Standards

### 501. Applicability

- A. The Urban Space Standards apply to new DEVELOPMENT and REDEVELOPMENT as well as the reconstruction of existing streets and other public (and publicly accessible) spaces.
- B. The Urban Space Standards establish the rules and standards for the complete STREET-SPACE (especially streets and sidewalks).

### 502. Intent

- A. Although commonly thought of as just parks or greens, the urban space (or public realm) is much more; it includes the complete STREET-SPACE—the public domain between the building FAÇADES; the travel lanes between the curbs as well as the sidewalks; public plazas as well as urban squares and CIVIC GREENS.
- B. The Urban Space Standards have the following goals:
  1. To establish an environment that encourages and facilitates pedestrian activity. “Walkable” streets are comfortable, efficient, safe, and interesting.
  2. To ensure the coherence of the STREET-SPACE, serving to assist residents, building owners, and managers with understanding the relationship between the STREET-SPACE and their own properties.
  3. To contribute to ultimate sustainability. Native (and non-native adapted) trees and plants contribute to privacy, the reduction of noise and air pollution, shade, maintenance of the natural habitat, conservation of water, and storm-water management.
- C. Property frontages and building FAÇADES are part of the public realm, literally forming the walls of the public STREET-SPACE and are therefore subject to more regulation than the other portions of the private property.
- D. The private, interior portions of the lots (toward the ALLEY or rear lot lines) are much less regulated to allow commercial operators to utilize these spaces as efficient working environments unseen by the public and allow residents to have private (semi-private for apartment and condominium dwellers) gardens and courtyards.

## 503. Street Type Specifications

The Street Type Specifications illustrate the recommended typical configurations for STREET-SPACES within the Center City Form District. The plans and sections specify ideal vehicular travel lane widths, curb radii, sidewalks, tree planting areas, and on-street parking configurations. They also provide a COMPARATIVE PEDESTRIAN CROSSING time as a gauge of relative pedestrian crossing-comfort between the various street types. The streets within the CC Form District must work in conjunction with the Building Form Standards to create the type of walkable, mixed-use place envisioned by the community.

### A. Intent and Principles

#### 1. General Intent

- a. Streets are a community's first and foremost public spaces and should be just as carefully designed and planned as any park or public building. The character of the STREET-SPACE—both its scale and its details—determines the pedestrian quality of a given location.
- b. Streets must balance the needs of all forms of traffic—auto, transit, bicycle and pedestrian—to maximize mobility and convenience for all residents and users. Their character will vary depending on their location: some streets will carry a large volume of traffic and provide a more active and intense urban pedestrian experience while others will provide a less active and more intimately scaled STREET-SPACE.
- c. These are city streets—not highways or roads—and must be developed as such to create people-oriented places balancing all transportation modes. The neighborhood streets are designed primarily for walkability and pedestrian comfort, with automobile movement as a secondary focus. The Main, Gray and Boyd specifications grant more to the free movements of vehicles, while maintaining fair walkability.

#### 2. Principles

- a. The appropriate design of streets is one of the most important design elements for *Center City place-making*.
- b. To design for continuous free-flowing vehicle traffic creates situations where vehicles will travel at speeds greater than desirable for pedestrians.
- c. With appropriate design, drivers will choose slower speeds and less aggressive behavior, a feat typically not achieved through basic speed limit signage/postings.
- d. Scale is a threshold design consideration for street design elements (from signage to crossing distances)—in a neighborhood, town or city it should be that of the pedestrian.
- e. An interconnected street network allows traffic capacity to be diffused and maintained across numerous streets.
- f. Emergency vehicle access must be maintained, but with an interconnected street network, there will always be at least two routes of access to any lot or parcel.

- g. Differences between “requirements” and “preferences” can be significant—increased lane width and the accompanying increased vehicle speed more often than not decrease the overall safety for pedestrians.
- h. On-street parking slows passing vehicular traffic and acts as a buffer between moving vehicles and pedestrians. City staff will review and approve on-street parking design on a case-by-case basis depending on the street classification.
- i. Overall function, comfort, safety and aesthetics of a street are more important than automobile efficiency alone.
- j. In a pedestrian-oriented area, non-vehicular traffic should be provided with every practical advantage so long as safety is not adversely affected.
- k. Street design should take into consideration what is reasonably foreseeable, not every situation that is conceivably possible.
- l. Designing a street to facilitate (rather than accommodate) infrequent users may actually result in the wrong design for the frequent users of the STREET-SPACE.
- m. When the street design creates a conflict between the vehicular and non-vehicular user, it should be resolved in favor of the non-vehicular user unless public safety will be truly jeopardized by the resolution.

## B. Street Types

1. These are the proposed street types and ideal configurations within the CC Form District. The numbers refer to dimensions within the STREET-SPACE. The first number<sup>1</sup> is the literal STREET-SPACE (the distance between FAÇADES across the street) and the second is the distance to the back-of-curb (includes travel lanes, any on-street parking, and curb and gutter).
  - a. Main Street: MS-98/43
  - b. Boyd Street: ST-88/43
  - c. Neighborhood Street: ST-80+/38
  - d. Neighborhood Street: ST-66+/38
  - e. Alley: A-24
 See *Diagrams 503.B.1.a.-e.* on the following pages.
2. On Main Street: MS - 98/43 specification, sharrows, clearly marked shared bicycle and automobile lanes are shown. On Boyd Street: ST - 88/43 specification, dedicated bike lanes are shown. The other street types are configured such that in-lane bicycle travel is encouraged and appropriate.
3. DOORYARDS and ALLEYS are generally reserved for utility easements.

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<sup>1</sup> Note: Due to the fact that the existing rights-of-way within the CC Form District vary dramatically, the first number for the Neighborhood Streets includes a plus (+) sign. The distance above the base number (either 80 or 66) is typically added to the front yard or dooryard space in the Neighborhood Street Type diagrams on the following pages.

Diagram 503.B.1.a: Main Street: MS-98/43

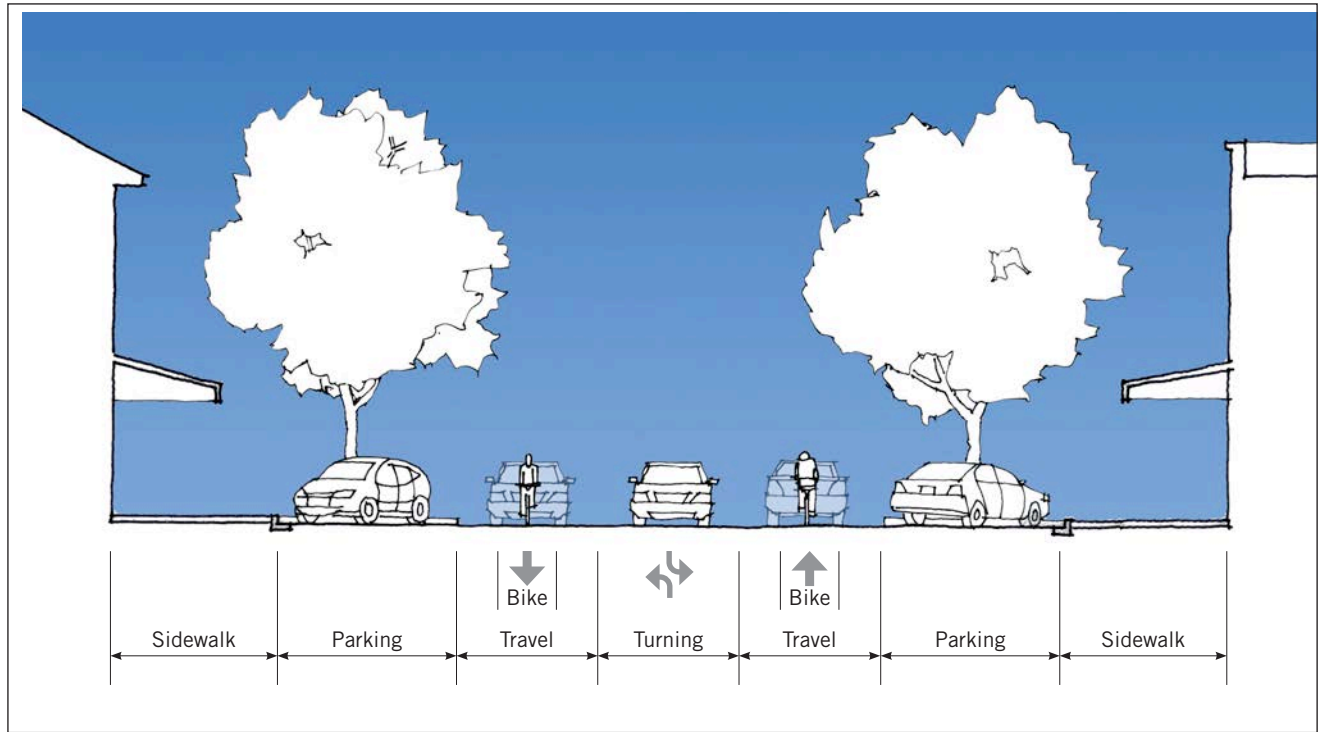
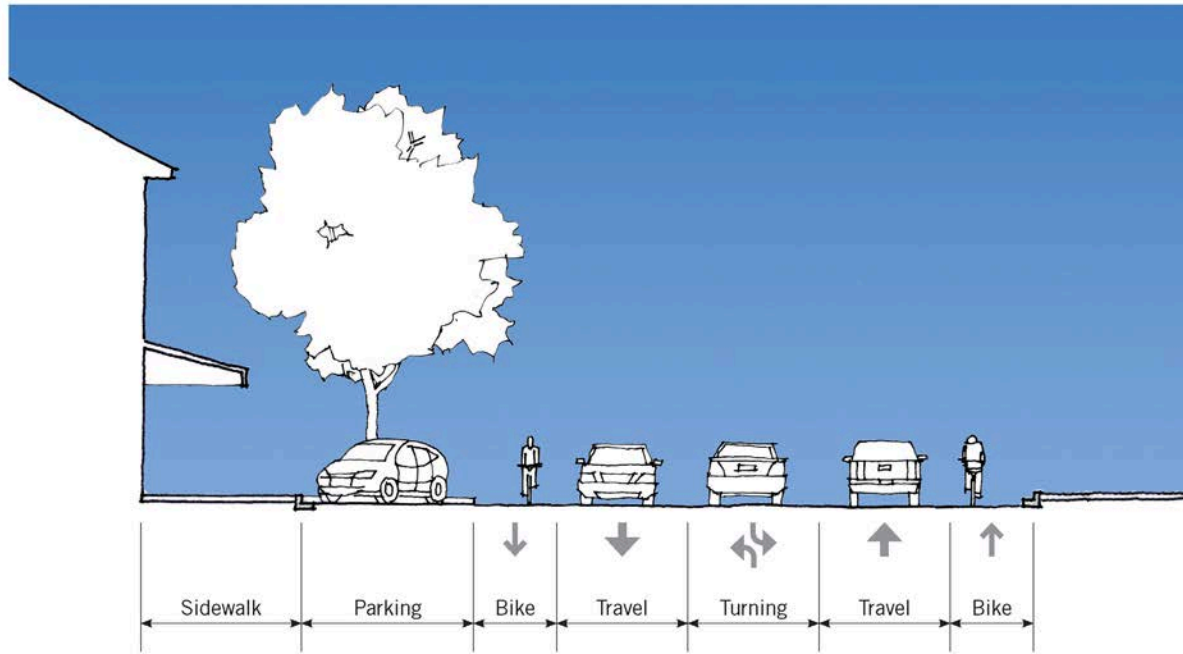
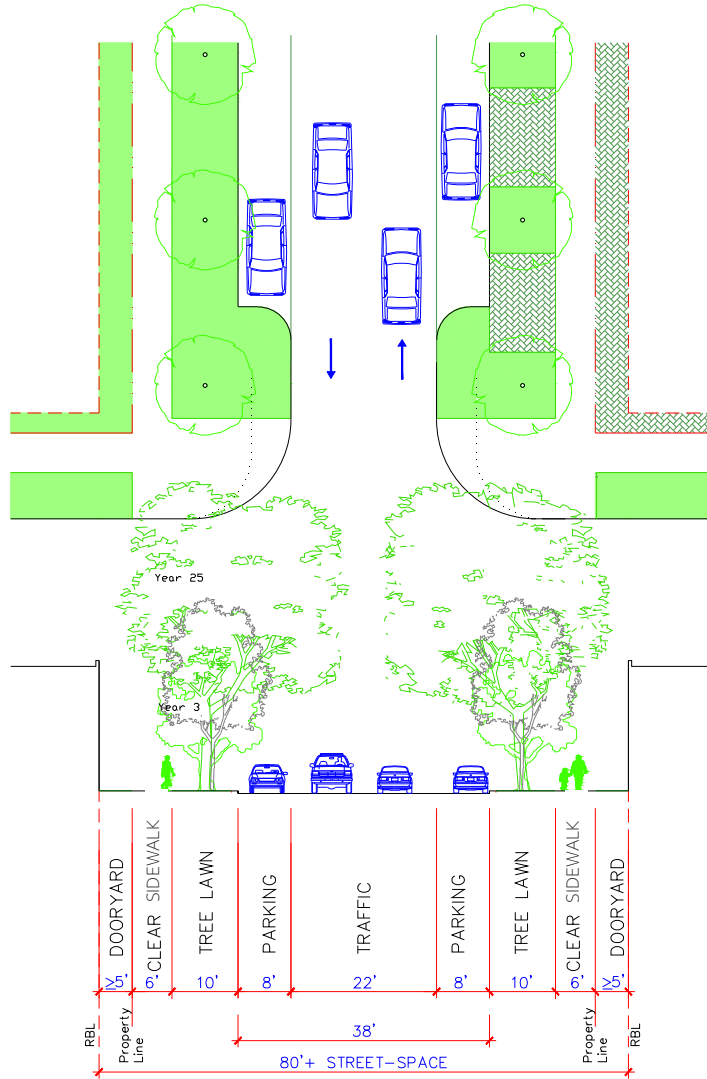


Diagram 503.B.1.b: Boyd Street: ST-88/43





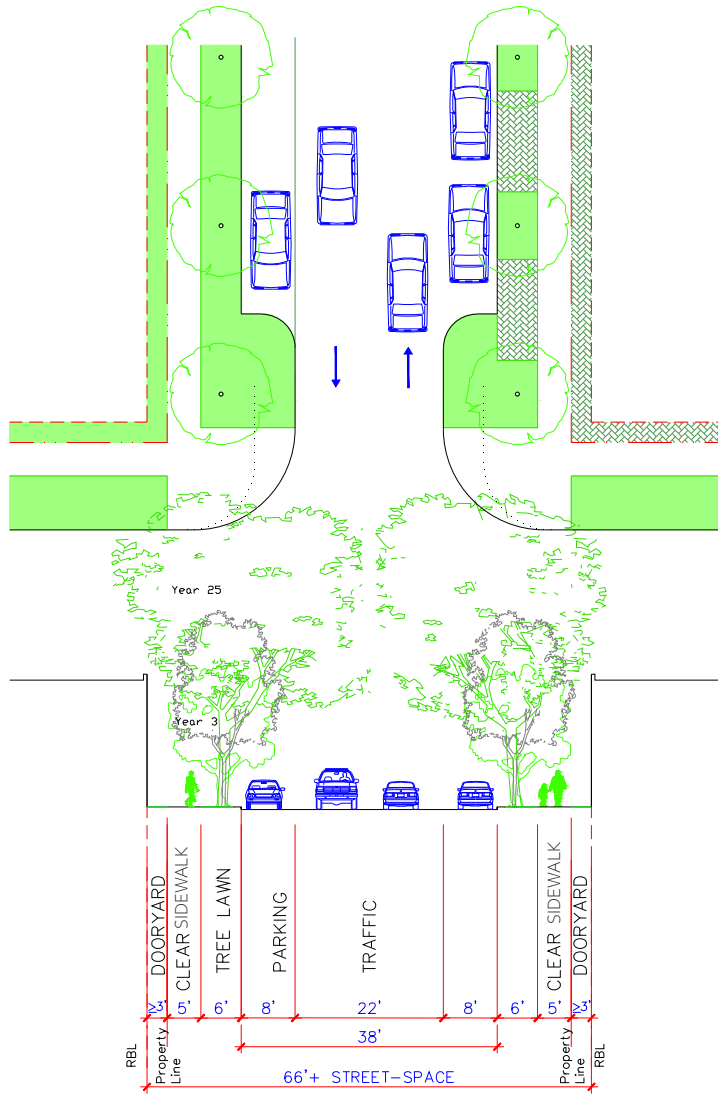
# Neighborhood ST 80+/38



STREET-SPACE	80', per RBL
Traffic Lanes	11'
TREE LAWN	10'
Clear Sidewalk	6'
DOORYARD	see Regulating Plan, 5'typ.min. street
movement	Free
design & posted speed	20-25 mph
on street parking	Both Sides, Striped
Right of Way	70' (varies)
pavement width	38'
curb type	vertical
curb radius	20' with curb extensions 10' w/o
planting	Street Trees Max Avg 30'ctc
comparative pedestrian crossing time	5.9 seconds w/curb extensions. 10.2 seconds without

Note: Illustration is advisory only

# Neighborhood ST 66+/38

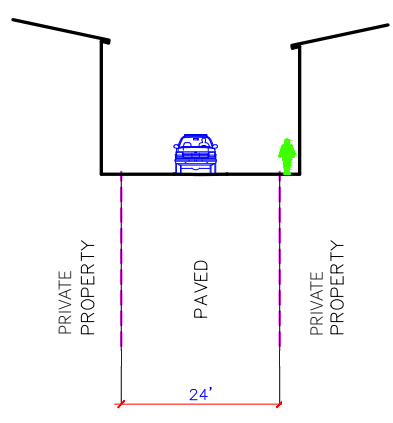
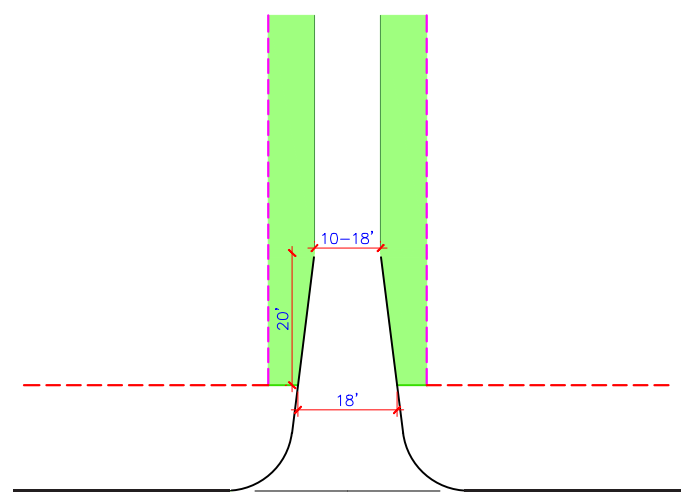


STREET-SPACE	66', per RBL
Traffic Lanes	11'
TREE LAWN	6'
Clear Sidewalk	5'
DOORYARD	see Regulating Plan, 3'typ.min. street type
movement	Free
design & posted speed	20-25 mph
traffic function	two way
on street parking	Both Sides, Striped
Right of Way	60' (varies)
pavement width	38'
curb type	vertical
curb radius	20' with curb extensions 10' w/o
planting	Street Trees Max Avg 30'ctc
comparative pedestrian crossing time	5.9 seconds w/curb extensions. 10.2 seconds without

Note: Illustration is advisory only

Diagram 503.B.1.e: Alley: A-24

# Alley A-24



ROW or Easement	24'
type	alley
movement	Slow
design speed	5-10 mph
traffic function	two way- Yield Situation
pavement width	10'-18'
curb type	vertical, at Entry Only
curb radius	10-15"
comparative pedestrian crossing	4.3 seconds

Note: Illustration is advisory only

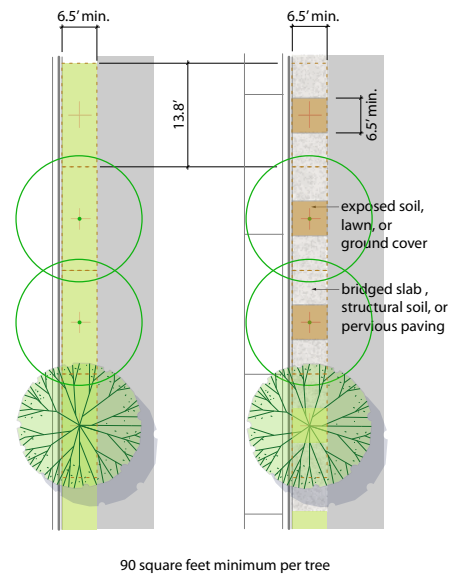
# 504. Streetscape Standards

## A. General Provisions

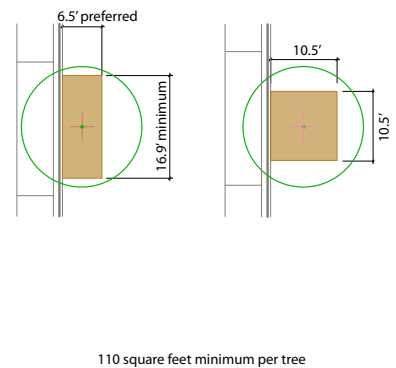
1. All plant material (including trees) shall pass any inspections required under State regulations.
2. All turf grass shall be solidly sodded at installation—not seeded, sprigged, or plugged. Vegetative groundcovers may be used in place of turf grass.
3. In addition to the lot, the owner must maintain the following areas:
  - a. The portion of the STREET-SPACE between their RBL and the back of the curb.
  - b. The portion of the ALLEY between the lot line and the edge of the ALLEY pavement.
4. Mechanical and electrical equipment including, but not limited to, air compressors, pumps, exterior water heaters, water softeners, private garbage cans (not including public sidewalk waste bins), and storage tanks may not be stored or located within any STREET-SPACE. (Water pumps for public fountains or irrigation not visible are not included in this prohibition. Temporary placement of private garbage cans within the STREET-SPACE may be allowed to accommodate scheduled pick-up.)

## B. Street Trees

1. Each STREET-SPACE must have STREET TREES planted along the STREET TREE ALIGNMENT LINE (generally 3 to 3½ feet from the back of the curb unless otherwise specified in the REGULATING PLAN or Street Type Specification) at an average spacing not greater than 30 feet on center (calculated per BLOCK FACE). Where necessary, spacing allowances may be made to accommodate curb cuts, fire hydrants and other infrastructure elements; however, in no location may STREET TREE spacing exceed 45 feet on center except where necessary for transit stops or stations. Required STREET TREE planting area configurations are specified in the Street Type Specifications and below.
2. Required tree planting area minimum specifications are as follows:
  - a. STREET TREE planting areas shall be at grade or not greater than six inches in height above or below the sidewalk
    - (i) Soil surface area shall not be less than 110 square feet per isolated tree or 90 square feet per tree for connected (TREE LAWN) situations. (See *Illustrations 504.B.2(i) and (ii).*)
    - (ii) No dimension of the soil surface area may be less than 6 feet unless otherwise specified in this Code.
    - (iii) The Street Type Specifications above are configured for street tree trenches. The above requirements may be met through the use of bridged slab, structural soil, or other techniques that clearly exceed these standards in the fostering of vital and long-lived STREET TREES.



Continuous Tree Lawn      Continuous Soil Area  
504.B.2(i) Connected Situation



Individual Tree Planting  
504.B.2(ii) Isolated Tree Situation

- b. At planting, STREET TREES shall be at least 2.5 inches in diameter at designated breast height (DBH) and at least ten feet in overall height. Species must be selected from the STREET TREE LIST (see Tree Lists). Consult with the designated City staff for the designated tree species for a particular STREET-SPACE.
- c. Any unpaved ground area shall be planted with groundcover, flowering vegetation, or climbing vines, not to exceed 12 inches in height. STREET TREES must be “limbed up” as they gain appropriate maturity so as to not interfere with pedestrian or truck travel (minimum 7 feet clear over the sidewalk and 14 feet over any travel lanes) and to maintain visibility.

### C. Streetscape Elements

- 1. At the time of DEVELOPMENT, the developer is required to install sidewalks, as illustrated in Street Type Specifications, on the side of the STREET-SPACE being developed.
- 2. Sidewalks not otherwise designated in the REGULATING PLAN or Street Type Specifications shall be a minimum of six feet wide and be constructed to meet all City (and ADA) standards and specifications.
- 3. Street furniture is an element of the overall STREET-SPACE design—not an afterthought. Street furnishings should be simple, functional, and durable.

### D. On-Street Parking

- 1. On-street parking spaces shall count towards parking requirements. (See *Part 6. Parking and Loading Standards.*)
- 2. The parking space/tree planting pattern may be interrupted by existing or new driveways designated in the REGULATING PLAN, streets, and ALLEYS, but the requirements in B.1 above shall be met, except where necessary for any transit stops or stations.
- 3. Parking spaces must be constructed in a manner that allows proper drainage (generally a “w” profile, having a gutter pan between the travel and parking lanes).
- 4. Where required, bicycle parking shall be provided on the same lot as the DEVELOPMENT. (See *Appendix C* for additional requirements.)
  - a. For residential lots containing more than three DWELLING UNITS on the same lot, there shall be one bicycle parking space provided for the first eight (8) car parking spaces, and one bicycle space for each ten (10) car spaces provided thereafter. Single family, two-family, and three-family units on the same lot are exempt from the requirement to provide bicycle parking facilities.
  - b. For other non-residential uses, there shall be one bicycle parking space provided for any parking area containing at least eight car spaces, and one additional bicycle space for each twenty (20) car spaces thereafter.

5. On-street parking shall comply with applicable ordinances regarding distance to intersections, stop signs, and other street elements.

## 505. Plazas, Squares and Civic Greens

### A. Intent

1. These standards apply to those spaces that are either publicly owned or publicly accessible, as designated on the REGULATING PLAN.
2. SQUARES, CIVIC GREENS and plazas should be situated at prominent locations. The green plants and trees of SQUARES and CIVIC GREENS provide a landscape and civic architecture that complement the surrounding private building architecture.
3. SQUARES are active pedestrian centers. CIVIC GREENS are spaces intended for less intensive foot traffic. Surface treatment is regulated accordingly.
4. Pervious paving materials (to allow oxygen for tree roots and absorb stormwater run-off) are encouraged in both SQUARES and CIVIC GREENS, and the percentage of impervious paving material is limited. Pervious paving materials must be approved by the Public Works Department. (see 505.C. *Materials and Configurations* below.)

### B. Standards

SQUARES and CIVIC GREENS must be designed, planted and maintained according to the following requirements:

1. SQUARES and CIVIC GREENS shall have at least 60 percent of their perimeter fronting public rights-of-way. Both shall be surrounded by STREET TREES. Their dimensions shall be no narrower than a 1:5 ratio and no SQUARE or CIVIC GREEN width or breadth dimension shall be less than 25 feet.
2. Appropriate to their high (pedestrian) traffic level SQUARES must be designed with a higher percentage of paved surface area. (see C.2 below)
3. A clear view through the SQUARE or CIVIC GREEN (from two to seven feet in height) is required, both for safety and urban design purposes.
4. SQUARES and CIVIC GREENS shall not include active recreation structures such as ball fields and courts.

### C. Materials and Configurations

#### 1. General

- a. STREET TREES shall be planted along the alignment shown in the street type specification, and in accordance with *Section. 504, B. Street Trees*. They may (generally will) be of a different species than the connecting streets.
- b. The ground surface level elevation shall be between 0 and 18 inches above the top of the adjacent curb.
- c. The maximum slope across any SQUARE or CIVIC GREEN shall not exceed ten percent.

- d. Except for tree trunks, streetlights, CIVIC USE BUILDINGS, public art or monuments, there shall be a clear view between two and seven feet above grade. The foliage of newly planted trees may intrude into this area until the tree has sufficient growth to allow such a clear trunk height.
- e. Trees within a SQUARE or CIVIC GREEN may also be selected from the public space tree lists (see *Section 506. Tree Lists*).
- f. Asphalt is prohibited within a SQUARE or CIVIC GREEN tract.

## 2. Squares

Appropriate to their high (pedestrian) traffic level, SQUARES shall incorporate a higher percentage of paved surface area. Surface treatment and materials (within the back-of-curb to back-of-curb area, excluding any CIVIC USE BUILDING, public art or monument footprint) shall be between 20 percent and 35 percent unpaved pervious surface (turf, groundcover, gravel, soil or mulch).

## 3. Civic Greens

Appropriate to their less intensive character, CIVIC GREENS shall be designed with a lower percentage of paved surface area. Surface treatment and materials (within the area back-of-curb to back-of-curb area excluding any CIVIC USE BUILDING, public art or monument footprint) shall be a minimum 50 percent unpaved pervious surface area (such as turf, groundcover, gravel, soil or mulch).

## 4. Pedestrian Pathway

The area within a PEDESTRIAN PATHWAY shall be a public access easement or public right of way. The easement width for these pathways must not be less than 20 feet with a paved walkway not less than ten feet wide providing an unobstructed view straight through its entire length, except where otherwise specified on the REGULATING PLAN.

# 506. Tree Lists

## A. General

1. The following lists contain all approved tree species for use in the CC Form District. The lists include native and acceptable adapted species. Other species may be used for planting within a private lot. These lists may be periodically reviewed for disease and climate appropriateness and amended by the City, as necessary.
2. Invasive exotic species may not be used anywhere on private lots or other areas.

## B. Street Trees

1. Species in the Street Tree List are for placement as shown in Street Type Specifications, or as specified in the REGULATING PLAN for placement along the STREET TREE ALIGNMENT LINE. The use of alternate species may be permitted, but only if approved by the designated City staff.

2. STREET TREES are part of an overall STREET-SPACE plan designed to provide both canopy and shade and to give special character and coherence to each street. The desired aesthetic must be achieved through the use of native and/or proven hardy adapted species. Appropriate STREET TREE species may change over time and this list may be periodically amended by the designated City staff. Inclusion in this list shall be based on the following criteria:
  - a. Structural – STREET TREES shape and subdivide the STREET-SPACE, increasing pedestrian comfort and adding (literal) value to the street/community. “Canopy Shade Tree” species grow to heights in excess of 60 feet and have a broad canopy—enabling them to clear auto traffic and pedestrians, form a ceiling-like enclosure, and open a clear view of the STREET-SPACE, FAÇADES, and SHOPFRONTS at eye-level.
  - b. Pragmatic – Life as a typically placed street tree is nasty, brutish, and short. Few species are tough enough to survive and grow. Appropriate species have special tolerance to salt and soil compaction. STREET TREE planting techniques and configurations provide a healthy environment in which the tree can thrive—this will ensure that the trees increase their value to the community as they grow.
  - c. Design – Species are planted consistently along a given STREET-SPACE to provide a special form and character. This provides species diversity at the same time it provides a specific street character by planting different STREET-SPACES with different trees.



**STREET TREE LIST**

(Large Canopy Trees – mature height 60 feet and above)

<i>Celtis occidentalis</i>	Common Hackberry
<i>Ginkgo biloba</i>	Ginkgo (male only)
<i>Gleditsia triacanthos</i> var. <i>inermis</i>	Thornless Honey Locust
<i>Platanus acerifolia</i> ‘Yarwood’	Yarwood Plane tree
<i>Platanus occidentalis</i> ‘Bloodgood’	London Plane tree
<i>Quercus acutissima</i>	Sawtooth Oak
<i>Quercus alba</i>	White Oak
<i>Quercus coccinea</i>	Scarlet Oak
<i>Quercus muhlenbergii</i>	Chinquapin Oak
<i>Quercus palustris</i>	Pin Oak
<i>Quercus phellos</i>	Willow Oak
<i>Quercus buckleyi shumardii</i>	Red Oak
<i>Quercus velutina</i>	Black Oak
<i>Tilia Americana</i>	Basswood/American Linden
<i>Ulmus hollandica</i> ‘Groenveldt’	Groenveldt Elm
<i>Ulmus americana</i> “libertas”	Liberty Elm
<i>Ulmus parvifolia</i>	Chinese/Lacebark/Drake Elm

3. Public Space Trees

In addition to the above trees, the following trees may be placed within DOORYARDS, SQUARES OF CIVIC GREENS.

**PUBLIC SPACE TREE LIST**

<i>Carya illinoensis</i>	Pecan
<i>Cerus canadensis</i> var. <i>texensis</i>	Texas Redbud
<i>Cerus x texensis</i>	Oklahoma Redbud
<i>Juglans nigra</i>	Black Walnut
<i>Magnolia grandiflora</i>	Magnolia
<i>Quercus macrocarpa</i>	Bur Oak
<i>Quercus muhlenbergii</i>	Chinquapin Oak
<i>Taxodium ascendens</i>	Pond Cypress
<i>Taxodium distichum</i>	Bald Cypress

4. Private Space Plantings

No trees or other plant species that have been identified as invasive may be planted in any outdoor location within the City Center District.

## Part 6. Parking and Loading Standards

### 601. Intent

- A. Promote a “park once” environment that will enable people to conveniently park and access a variety of commercial, residential, and civic enterprises in pedestrian friendly environments by encouraging shared parking.
- B. Reduce fragmented, uncoordinated, inefficient, reserved single-purpose parking.
- C. Avoid adverse parking impacts on neighborhoods adjacent to REDEVELOPMENT areas.
- D. Maximize on-street parking.
- E. Provide flexibility for REDEVELOPMENT of small sites and for the preservation or reuse of historic buildings.
- F. Increase visibility and accessibility of public parking.
- G. Support and encourage a multi-modal, bicycle and pedestrian-friendly environment.

### 602. Other Applicable Regulations

Pervious surfaces approved by the City Engineer are encouraged for surface parking lots.

### 603. Minimum Parking Requirements

- A. Properties zoned C-3 at the time of CCFBC adoption are exempt from these minimum parking requirements. See *Part 3. Section 302. Illustrative Form District Map* for the applicable parcels. Properties zoned C-2 and located on Gray Street extending from Lahoma Avenue on the West to the railroad tracks on the East shall also be exempt from the minimum parking requirements of the CCFBC.
- B. There is no minimum parking requirement for the re-use or renovation of an existing structure in which there is no gross floor area expansion.
- C. An inset parking space located on a public street may be included in the calculation of parking requirements if it is adjacent to the building site (where more than 50% of the space is located within the street fronting the DEVELOPMENT parcel). On-street parking is subject to approval from the City of Norman’s Transportation Engineer.
- D. Each on-street parking space may only be counted once.
- E. Minimum reserved parking: Reserved parking includes all parking that is not shared parking.
  - 1. COMMERCE/CIVIC uses: There is no minimum requirement for reserved parking.

2. Residential—minimum reserved parking spaces per unit:
  - a. STUDIO unit .5 spaces/unit
  - b. 1 BEDROOM unit .5 spaces/BEDROOM
  - c. 2 BEDROOM unit .5 spaces/BEDROOM
  - d. 3 BEDROOM unit or greater 1 space/BEDROOM

F. Minimum Shared Parking for Urban General, Urban Storefront, and Urban Residential Frontages:

1. COMMERCE: There are no minimum shared parking requirements where the non-residential Gross Floor Area (GFA) is under 10,000 square feet. Sites over 10,000 square feet in non-residential GFA shall have a minimum of 1 and 1/4 spaces per 1,000 square feet of non-residential GFA provided as shared parking.
2. Shared parking shall be designated by appropriate signage and markings (parking shall be clearly visible and accessible to the public) as determined by the Director.

G. Achieving parking requirements:

1. Parking shall be located and configured in compliance with the PARKING SETBACK LINE or other regulations for the site on which it is located, as indicated on the REGULATING PLAN and/or BUILDING FORM STANDARD.
2. Minimum parking requirements may be met either on-site or within a 1000-foot walking distance of the DEVELOPMENT.
3. Parking lot design is up to the discretion of the developer. A parking lot striping plan must be provided by the developer.
4. Parking spaces shall be at least 162 square feet in area with a minimum width of 8.5 feet.
5. CORNER LOTS less than 12,900 total square feet shall only be required to comply with the parking setback line at the front of the property and not the side street. For the purposes of this paragraph, the frontage street is the same as the street address.

H. Bicycle Parking: sites and/or projects over 10,000 square feet in land area have the following requirements: (Appendix C)

1. For COMMERCE, the developer must provide 1 employee bicycle parking rack (2-bike capacity) per 5,000 square feet of commercial floor area and 1 visitor/customer bicycle parking rack (2-bike capacity) per 10,000 square feet of commercial floor area. The employee and visitor racks may be co-located.
2. For RESIDENTIAL, the developer must provide 1 tenant bicycle parking rack (2-bike capacity) per 4 units and 1 visitor bicycle parking rack (2-bike capacity) per 10 units. Projects under 4 units shall have no requirement.
3. Bicycle parking facilities shall be visible to intended users. The bicycle parking facilities shall not encroach on any area in the public right



603.H.4.Consolidated public bicycle parking

of way intended for use by pedestrians, nor shall they encroach on any required fire egress.

4. On-street bicycle parking spaces (typically along the STREET TREE ALIGNMENT LINE) may be counted toward the minimum customer/visitor bicycle parking requirement. (For areas with constrained STREET-SPACE, an optional approach is to consolidate public bicycle parking in a single dedicated on-street parking space per BLOCK. *See figure 603.H.4.*)

- I. Permissive parking and loading facilities. Nothing in this ordinance shall be deemed to prevent the voluntary establishment of off-street parking or loading facilities to serve any existing use of land or buildings, in accordance with all regulations herein governing the location, design, and operation of such facilities.

#### J. Off-Site Parking

1. Off-site parking shall be located and configured in compliance with the PARKING SETBACK LINE or other regulations for the site on which it is located, as indicated on the REGULATING PLAN and/or BUILDING FORM STANDARD.

#### K. Tandem Parking

1. Tandem parking is only allowed for:
  - a. Single-family residential projects; and
  - b. Residential projects and the residential component of mixed-use projects.
2. Parking spaces shall be at least 162 square feet in area with a minimum width of 8.5 feet.
3. Tandem parking spaces shall follow normal parking space size requirements.

### 604. Special Parking Standards

#### L. Off-Site Parking

1. Off-site parking shall be located and configured in compliance with the PARKING SETBACK LINE or other regulations for the site on which it is located, as indicated on the REGULATING PLAN and/or BUILDING FORM STANDARD.

#### M. Tandem Parking

1. Tandem parking is only allowed for:
  - a. Single-family residential projects; and
  - b. Residential projects and the residential component of mixed-use projects.
2. Parking spaces shall be at least 162 square feet in area with a minimum width of 8.5 feet.
3. Tandem parking spaces shall follow normal parking space size requirements.

## 605. Parking Lot Plantings

- A. For any surface parking lot not separated from the STREET-SPACE by a building, the space between the RBL and the PARKING SETBACK LINE shall be planted with canopy shade trees from the Tree Lists in *Part 5. Urban Space Standards*. Trees shall be planted at an average distance not to exceed 30 feet on center and aligned parallel 3 to 7 feet behind the RBL/STREET WALL.
- B. The edge of any Urban General or Urban Storefront surface parking lot adjacent to a Detached or Urban Residential lot shall:
  - 1. Be planted with canopy shade trees from the Tree Lists in *Part 5. Urban Standards*, placed at an average distance not to exceed 40 feet on center and aligned parallel 3 to 7 feet behind the COMMON LOT LINE.
  - 2. Have a STREET WALL, GARDEN WALL OR PRIVACY FENCE along the COMMON LOT LINE.

## 606. Loading Facilities

- A. No loading facilities are required.
- B. Where loading facilities are provided, they shall be located to the rear and/or ALLEY side of buildings.

## Part 7. Building Functions

### 701. General Provisions

#### A. Permitted Uses

Permitted uses by BUILDING FORM STANDARD Frontage are shown in *Section 702* with additional regulations, as applicable. The categories in the use table are further listed and detailed in *Section 703 and 704*.

#### B. Use Determination

1. The Director is responsible for categorizing all uses, and applying the uses set forth in *Section 702, Use Table*. If a proposed use is not listed in a use category, but can be said to be reasonably similar in impact on the CC Form District to a listed use, the Director shall treat the proposed use as a use under that category. If a proposed use is not listed in a use category, and is fundamentally different from any other listed use, the use shall be prohibited. Also, the Director may make such decisions pursuant to *Section 104, Other Applicable Regulations, Subpart (B)*.
2. Uses Not Specifically Listed: When determining whether a proposed use is similar to a use listed in *Section 703*, the Director shall consider the following criteria:
  - a. The actual or projected characteristics of the proposed activity in relationship to the stated characteristics of each use.
  - b. Types of vehicles used and their parking and/or loading requirements.
  - c. The likely impact on surrounding properties.
  - d. The intent of the CC Form District.

#### C. Temporary Uses and Structures

Temporary structures such as shipping containers and other modular structures may be permitted to provide new business incubator space by housing retail and restaurant uses in the Urban General and Urban Storefront frontages for up to 24 months, with an optional annual renewal thereafter dependent on their performance and upkeep. Such temporary structures are not required to meet the Building Form Standards, but other performance standards may apply.

## 702. Use Table

The use table identifies the uses allowed in the respective BFS Frontages by STORY.

BUILDING FORM STANDARD (BFS)									
USE CATEGORY		Urban General		Urban Storefront		Urban Residential		Detached	Additional Regulations
		Ground Story	Upper Story	Ground Story	Upper Story	Ground Story	Upper Story	All Stories	
<b>RESIDENTIAL</b>	Household Living	✓	✓	✓	✓	✓	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living		✓		✓	✓	✓	✓	
<b>COMMERCE</b>	Office	✓	✓	✓	✓	✓			Sec. 704.D.1-2
	Overnight Lodging	✓	✓	✓	✓	✓	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment	✓	✓	✓	✓				Sec. 704.F.1-5
	Vehicle Sales	✓	✓		✓				Sec. 704.F.2
	Passenger Terminal	✓							
	Child Care Center	✓	✓	✓	✓				See Part 9. Definitions
	Family Day Care Home	✓	✓	✓	✓	✓	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓	✓	✓	✓	✓			Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern	✓	✓	✓	✓				Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓	✓	✓	✓	✓			Sec. 704.F.7
	Research & Development	✓	✓		✓				
	Self-service storage		✓		✓				
	Auto Repair	✓							Sec. 704.G.
<b>CIVIC</b>	See Part 8. Definitions	✓		✓		✓		✓	Sec. 704.C.

Key: ✓= Permitted    Blank Cell = Not Permitted

Note: All nonresidential uses permitted in the Urban Residential BFS shall only be permitted where identified on the Regulating Plan.



## 703. Use Categories

### A. Residential Uses

Residential Uses are allowed as set forth in *Part 9. Definitions: USES, RESIDENTIAL*, and shall be sub-categorized as follows per the Use Chart:

1. Household Living
2. Group Living

### B. Commerce Uses

1. **Use Classification.** The COMMERCE USES permitted in each BFS have been classified by the sub-categories represented on the Use Table. As set forth therein, each sub-category's included specific uses, as each use is determined by the Planning Director as set forth in *Section 701*, are subject to the particular DEVELOPMENT and performance standards set forth in the Use Table and those additional standards set forth in *Part 7. Section 704. Development and Performance Standards*, if any.
2. **Permitted Uses.** Generally, any use categorized and sub-categorized on the Use Chart, and as thereafter amended, are permitted where a representative sub-category is shown, and subject to the Planning Director's determination as set forth in *Section 701*.
3. **RETAIL SALES AND SERVICES.** Any use permitted pursuant to (B)(2), except that:
  - a. Automobile surface parking lots are only permitted behind the PARKING SETBACK LINE
  - b. Outdoor athletic courts are only permitted as part of an adjacent fitness center
4. **Additional Uses, if not otherwise permitted.** In addition to those uses permitted pursuant to the Use Chart and (B)(2) above, the following are permitted as COMMERCE USES, subject to the Planning Director's determination as set forth in *Section 701*:
  - a. Hotels and Lodging
  - b. Auditoriums and arenas
  - c. Conference facilities and convention centers
  - d. Communication antennas mounted on existing structures
  - e. BAR, Lounge or Tavern and Live Entertainment subject to the requirements of *Section 704.F*.

### C. Civic Uses

1. **Permitted Uses.** Permitted CIVIC USES are determined according to the definition set forth in *Part 9. Definitions: CIVIC USE*.
2. **Additional Uses.** The following uses are expressly allowed as set forth in *Part 9. Definitions: CIVIC USE* or expressly as set forth herein:
  - a. College, community college, university
  - b. Museum, library, auditorium, arena
  - c. Places of worship including church, mosque, synagogue, temple
  - d. Police, fire, EMS station, substation
  - e. Public or private (K-12) school

- f. Neighborhood arts center, Community Center or similar community facility (public)
- g. Farmers Market

## 704. Development and Performance Standards

### A. General

1. All permitted uses shall meet the *Section 402. General Provisions* and those standards specified in the applicable individual BUILDING FORM STANDARD pages.
2. No CIVIC, COMMERCE OR WORKSHOP use is permitted above a RESIDENTIAL use, except for rooftop restaurants where specifically designated in the Urban Storefront Frontage.
3. No drive-through services are permitted.
4. No smoke, radiation, vibration or concussion, heat or glare shall be produced that is perceptible outside a building, and no dust, fly ash or gas that is toxic, caustic or obviously injurious to humans or property shall be produced.
5. Communication antennas may be installed on any existing structure (such as a building, utility pole, water tower, etc., but excluding single-family residences and accessory uses) 3 STORIES in height or greater but no less than 45 feet provided that the additional antennas shall add no more than 20 feet to the height of said existing structure. Communication antennas which are architecturally compatible to the building architecture may locate on non-residential buildings less than 3 STORIES or 45 feet in height, subject to receiving a Certificate of Compliance. Associated equipment will be subject to final DEVELOPMENT plan approval. Associated equipment may be permitted on the roof so long as it is screened from view.

### B. Residential

1. See the Urban General BFS for configuration requirements for GROUND STORY RESIDENTIAL uses.
2. A lobby serving an upper STORY RESIDENTIAL use is permitted on the GROUND STORY of an Urban Storefront BFS site.

### C. Civic

Buildings that house CIVIC USES designated on the REGULATING PLAN are not subject to *Part 4. Building Form Standards* except for *Section 402.D. Neighborhood Manners*.

### D. Office

1. Office uses are not permitted within the required minimum depth for the STOREFRONT space in an Urban Storefront site.
2. Office uses are permitted within the GROUND STORY of designated LIVE-WORK Urban Residential BFS Frontage units.

## E. Overnight Lodging

1. GROUND STORY guest rooms shall meet the configuration standards for GROUND STORY residential uses as specified in the Urban General BFS.
2. A lobby serving an upper STORY overnight lodging use is permitted on the GROUND STORY of any Urban Storefront BFS site.
3. For the Urban Residential BFS Frontage, only BED AND BREAKFAST types are permitted.

## F. Restaurant/Bar, Retail Sales

1. Outdoor eating areas for eating/drinking establishments shall be allowed on the public sidewalk in Urban General and/or Urban Storefront Frontages, subject to:
  - a. the provision of a minimum clear width of five (5) feet within the CLEAR WALKWAY area; and
  - b. subject to the issuance of applicable permits.
2. A restaurant or RETAIL use is permitted in the second STORY of an Urban Storefront or Urban General site provided it is an extension equal to or less than the area of the same GROUND STORY use.
3. An eating/drinking establishment is permitted on the rooftop of an Urban Storefront site.
4. The sale and consumption of alcoholic beverages shall be subject to all existing permitting provisions, as applicable.
5. Live entertainment and BAR/lounge/tavern are required to obtain a Special Use Permit if the walls of the facility are within 100 feet of a solely residential BFS within the CC Form District or a residential zoned property which is not included in the CC Form District.
6. No merchandise (including motorcycles, scooters, and automobiles) may be left within the STREET-SPACE when the business is not open.
7. Only merchandise or a commodity manufactured on premise may be sold in the GROUND STORY of a LIVE-WORK unit.

## G. Auto Repair

Auto repair services may be permitted, subject to the following:

1. The property shall be at least 100 feet from any solely residential lot;
2. The use shall not include the display and rental of cargo trailers, trucks, or similar uses;
3. The storage or junking of wrecked motor vehicles (whether capable of movement or not) is prohibited;
4. Discarded parts resulting from any work shall be removed promptly from the premises. Automotive replacement parts and accessories shall be stored inside the main structure;
5. Upon the abandonment of the auto repair service, the use shall terminate and all structures exclusively used in the business (including underground storage tanks), except buildings, shall be removed by the

owner of the property. For the purpose of this Subsection, the term “abandonment” shall mean non-operation as an auto repair for a period of 14 months after the retail services cease.

## H. Crematoriums

CREMATORIUMS are required to obtain a Special Use Permit and are subject to the following:

- a. CREMATORIUMS will be located a minimum of 400 feet from any solely residential BFS or residential zoning district and 100 feet from all other zoning districts measured from the closest point of the building to the nearest residential district.
- b. Facilities shall meet all applicable state and federal requirements for incineration equipment and shall be licensed at all times.
- c. All storage shall be inside.
- d. Incinerator stacks shall not be located on the front side of the roof of any structure facing the street.
- e. Crematoriums shall have direct vehicle access to an arterial street.

## I. Adult Entertainment Uses

Adult Entertainment Uses are required to obtain a Special Use Permit and are subject to the following:

- a. No such zoning shall be granted for any proposed location which is within a one thousand foot (1000’) radius of any other Adult Entertainment Use.
- b. No Adult Entertainment Use shall be allowed to locate within a five hundred foot (500’) radius of any church, public or private school (type which offers a compulsory education curriculum) or public or private park. Nor shall any Adult Entertainment Uses be allowed to locate within five hundred feet of any solely residential BFS or residential zoning district.
- c. All distances required to be met pursuant to the terms of this section shall begin at the property line of the proposed use and are measured to the nearest property line of the public or private lot, school, park, church, residentially zoned lot, or adult entertainment use within the proscribed distance, if any.

## J. Special Use for Dwelling Units with Four or More Bedrooms

In any BFS where residential use is permitted, DWELLING UNIT(s) may contain four or more BEDROOMS upon approval of a Special Use Permit as follows:

1. This provision is applicable to new construction, including demolition and reconstruction, or an addition/alteration to existing construction adding at least one BEDROOM where the resulting structure is to contain four or more BEDROOMS in a residential DWELLING UNIT(s);
2. This provision is not applicable to structures with four (4) or more BEDROOMS existing on or before the date O-1920-3 was enacted;

3. Where an existing structure already has four (4) or more BEDROOMS existing on or before the date O-1920-3 was enacted, but voluntarily seeks and is denied a Special Use Permit, denial alone will not render *Section 704 (J)* applicable unless an addition/alteration adding at least one more BEDROOM occurs per subpart (1) above.

## K. Special Use Procedure

1. An Applicant seeking a Special Use Permit pursuant to *Section 704* shall follow, and is subject to, those procedures and regulations set forth in the Norman Zoning Ordinance regarding Special Uses, currently found at 22-434.1 and as thereafter amended, except that:
  - a. The Planning Director may also require applicant submit information in addition to that required by the Zoning Ordinance where the Planning Director feels that said additional information is necessary to address particular aspects of the subject property's character, or to assist in evaluating and determining a project's adherence to the goals of this Code; and
  - b. The Planning Commission and the City Council may also, in addition to those items identified in the Zoning Ordinance regarding Special Uses, take into account the underlying purposes and goals of the Center City Vision and this Code, in setting conditions (including occupancy conditions) recommending or approving any Special Use Permit application.
2. Any violation of a Special Use Permit constitutes a violation of the Norman City Code, as embodied in both the Norman Zoning Ordinance and this Code.

## Part 8. Site Development Requirements

### 801. Intent

- A. This part applies to the Urban Residential BFS and Detached Frontage BFS that are newly DEVELOPED or REDEVELOPED pursuant to the CCFBC. Impervious surface controls are necessary to balance the DEVELOPMENT and stormwater needs in the CCFBC area, in addition to anticipated infrastructure improvements.

### 802. Site Grading Plan

- A. All site work and material storage must be completed within the property boundary. Any activities required in the public right of way or alley must be approved through application for a right of way permit through Public Works Engineering (405-366-5457) prior to commencing work. This includes the removal or construction of sidewalks, drives or alleys. Sidewalk removals must have a set plan for immediate replacement for public use.
- B. A site grading plan must be submitted containing the following information at a minimum:
1. Lot/building layout with dimensions;
  2. Existing and proposed impervious areas with dimensions and percentages;
  3. Existing and proposed ground contours and elevations;
  4. Proposed finished floor elevation of all structures using 1 foot or less contour intervals;
  5. Drainage patterns indicated by flow arrows and locations where stormwater leaves the site;
  6. Proposed drainage areas; and
  7. Location of downspouts.
  8. Explanation of how each drainage area will be collected by public stormwater infrastructure. Public stormwater infrastructure can include the public street or a stormwater inlet located within a public easement or right of way.

### 803. Drainage Calculations

- A. Drainage calculations prepared by an Oklahoma licenced professional engineer per Section 5000 of the Engineering Design Criteria for the site must be provided including the following information at a minimum:
1. Calculations must apply and satisfy methodology set forth in Section 5000 of the Engineering Design Criteria.
  2. Existing or historic runoff rate for each drainage area. If historic aerial photos indicate that structures or impervious areas had been demolished these areas can be used in the calculation of the historic runoff rate;

3. Permissible runoff rate based on time of concentration ( $t_c$ ) for each drainage area shall be determined as follows:
  - a. In no case shall  $t_c$  of less than 5 minutes be allowed.
  - b. For sites less than or equal to 10,500 square feet a  $t_c$  of five minutes can be assumed.
  - c. Or larger areas of REDEVELOPMENT  $t_c$  shall be calculated using the Section 5000 of the Engineering Design Criteria (EDC 5000).
- B. Each lot shall be drained to an abutting STREET OR ALLEY, and downspouts shall not be directed in such a manner as to adversely impact adjacent properties.
- C. For REDEVELOPMENT where impervious cover is increasing to 65%, the difference in the runoff between existing and post-DEVELOPMENT must be accounted for through site engineering and/or engineering solutions as described in EDC 5000, the City of Wichita/Sedgwick County Stormwater Manual as adopted by City Council June 28, 2011, in Ordinance Number O-1011-52 Water Quality Protection Zone (Stormwater Manual) or the current adopted City of Norman green stormwater infrastructure (GSI) manual.

## 804. Impervious Area

- A. Impervious coverage shall not exceed 65% unless incentive requirements as discussed in Section 805 below are satisfied.

## 805. Impervious Coverage Incentive

- A. In order to exceed the maximum impervious coverage of 65% of each lot/parcel, all of the above conditions as well as the following conditions must be satisfied:
  1. Total impervious coverage may not, in any case, exceed of 85%.
  2. Owner/Applicant must submit a site grading plan and drainage calculations indicating no adverse affect per EDC 5000, to the side, adjacent, or down gradient properties will occur at proposed impervious area coverage.
  3. Owner/Applicant must utilize low impact development (LID), engineered solutions, Green Stormwater Infrastructure (GI), Best Management Practices or other stormwater device or devices to capture the first 1.0 inch of rainfall; and
  4. Owner/Applicant must submit an operations and maintenance manual for all engineered solutions. This manual must be filed at the Cleveland County Courthouse prior to occupancy being granted and a copy of the filed manual provided to Public Works Engineering. Deeded easements are required for any installed stormwater devices.
  5. The owner of record will inspect all engineered solutions annually for compliance with the operations and maintenance manual. The inspection report must be submitted to the Public Works Engineering prior to June 30 each year.

- B. The Stormwater Manual may be used to determine appropriate engineering solutions to meet the requirements of this section, with example requirements as follows:
1. Overland Flow Vegetated Filtration Areas (Vol 2 Pages 2-8 of Wichita Manual)
  2. Maximum contributing flow path length <75 foot
  3. Downspouts located at least 10 feet away from nearest impervious surface.
- C. Disconnected impervious areas shall drain continuously overland as sheet flow through a broad grassed area or vegetated filter strip to the property line or street.
- D. Further guidance for DEVELOPMENT in the CCFBC area may also be provided, in an administratively developed manual for approved LID Techniques and Engineered Solutions to guide impervious surface areas increases to as much as 85% (City Manual). The City Manual will provide proposed designs for engineered solutions that may be utilized for a site. Possible engineering solutions include:
1. Small detention ponds
  2. Underground detention ponds (if grades allow)
  3. Pervious pavers (if soil types allow)
  4. Enhanced dry swales and grass channels
  5. Infiltration and soakage trenches
  6. Filter Strips
  7. Bioretention Areas
  8. Rain Barrels/Storage Tanks (storage tanks must be screened to adhere to the architectural and landscape standards contained in the CCFBC)
  9. Tree wells



## Part 9. Definitions

The following terms are defined for the purpose of the Center City Form-Based Code.

**Accessory Unit.** A building or addition for living purposes (maximum footprint of 650 square feet—or the footprint of the main structure for ENGLISH BASEMENT type ACCESSORY UNITS) that is not the primary structure or principal DWELLING UNIT on a lot, that can be used as additional residential or home occupation space.

**Adult Amusement or Entertainment.** Amusement or entertainment which is distinguished or characterized by an emphasis on acts or material depicting, describing or relating to SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS, including but not limited to topless or bottomless dancers, exotic dancers, strippers, male or female impersonators or similar entertainment. This includes ADULT BOOKSTORES, ADULT MINI MOTION PICTURE THEATERS, ADULT MOTELS, ADULT MOTION PICTURE ARCADES, ADULT MOTION PICTURE THEATERS, MASSAGE PARLORS, and ADULT SEXUAL ENCOUNTER CENTERS.

**Adult Bookstore.** An establishment having as a significant portion of its stock in trade books, film, magazines and other periodicals which are distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Mini Motion Picture Theater.** An enclosed building with a capacity of less than 50 persons used for presenting material distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Motel.** A motel wherein material is presented, as part of the motel services, via closed circuit t.v. or otherwise, which is distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Motion Picture Arcade.** Any place at which slug-operated or electronically, electrically or mechanically controlled, still or motion picture machines, projectors or other image-producing devices are maintained to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by an emphasis on depicting or describing “Sexual Conduct” or “Specified Anatomical Areas.”

**Adult Motion Picture Theater.** An enclosed building with a capacity of 50 or more persons used for presenting material distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Alley/Alley Access Easement.** The public right-of-way or easement for vehicles and pedestrians within a BLOCK that provides access to the rear or side of properties, vehicle parking (e.g., garages), utility meters, recycling containers, and garbage bins.

**Attached Structures.** A set of two or more structures connected by a common wall which separates climate-controlled rooms in all attached structures.

**Attic Story.** Habitable space situated within the structure of a pitched roof and above the uppermost STORY. They are permitted for all BFS sites and do not count against the maximum STORY height or ultimate height limits of their BFS.

**Awning.** A roof-like covering, projecting from a building FACADE, usually of canvas, metal, or similar material and often adjustable, placed over the sidewalk, windows, or doors to provide protection from sun and rain.

**Balcony.** An exterior platform attached to the upper floors of the building FACADE (along any STREET FRONTAGE, forward of the REQUIRED BUILDING LINE). *Note that other balcony-type structures oriented toward the lot interior are not regulated by the Center City FBC, but may be regulated by other building or fire code requirements.*

**Bar/lounge/tavern.** An establishment whose primary activity, measured by dollar volume of sales, involves the sale and the on-premise consumption of intoxicating or non-intoxicating beer, mixed beverages, wine, or other liquor, and where food service, if any, is a secondary activity.

**Bay Window.** Generally, a U-shaped enclosure extending the interior space of the building outward of the FACADE/REQUIRED BUILDING LINE (along its STREET-SPACE side).

**Bed & Breakfast.** A use in which the owner operator provides lodging which included meal service to transient guests for compensation. The use is subordinate to the principal use and appearance of the structure as a residence.

**Bedroom.** Any habitable room or space no less than 70 square feet and no greater than 144 square feet in floor area in a DWELLING UNIT which:

- a. may be segregated by any means of closure or is otherwise capable of being used for sleeping quarters; and
- b. has more than one means of egress (doorway or window); and
- c. is not a kitchen, bathroom (lavatory) or utility room;

Less and except only one room or space meeting this definition that is specifically designated and utilized as general living space (but only where a general living space is not otherwise provided in the same DWELLING UNIT).

Any room or space which meets this definition and is greater than 144 square feet in floor area shall be counted as two bedrooms. Every additional 144 square feet of floor area shall be counted as an additional bedroom.

**Block.** An increment of land comprised of lots, ALLEYS and tracts circumscribed and not traversed by streets (PEDESTRIAN PATHWAYS excepted). BLOCKS shall be measured at the REQUIRED BUILDING LINE (RBL).

**Block Corner.** The outside corner of a BLOCK at the intersection of any two STREET-SPACES (the RBLs). Inside corners, where the resulting angle formed by the block face is less than 180 degrees (concave) are not considered BLOCK CORNERS for the purposes of this Code.

**Block Face.** The REQUIRED BUILDING LINE frontage between BLOCK CORNERS.

**Buildable Area.** The area of the lot that building(s) may occupy, which includes the area of the lot behind the REQUIRED BUILDING LINE as designated by the BUILDING FORM STANDARD. The BUILDABLE AREA sets the limits of the building footprint now and in the future—any additions shall be within the specified BUILDABLE AREA.

**Building Corner.** The outside corner of a building where the primary building mass is within an angle less than 180 degrees. Inside corners, where the exterior space of the building mass forms an angle of more than 180 degrees are not considered BUILDING CORNERS for the purposes of this Code.

**Building Form Standards (BFS).** The part of this Code that establishes basic parameters regulating building form, including the envelope (in three dimensions), placement and certain permitted/required building elements, such as SHOPFRONTS, BALCONIES, and STREET WALLS. The BUILDING FORM STANDARDS establish both the boundaries within which things may be done and specific things that must be done. The applicable BUILDING FORM STANDARD(S) for a site is determined by its STREET FRONTAGE as per the REGULATING PLAN. This produces a coherent STREET-SPACE and allows the building owner greater freedom behind the FAÇADE.

**Building Face.** See FAÇADE.

**Child Care Center.** Any place, home or institution which receives more than seven children under 18 years of age, who are not of common parentage, for care apart from their parents, legal guardians or custodians, when such care is received for regular periods of time for compensation; provided, however, this definition shall not include those public and private schools organized, operated or approved under the laws of Oklahoma and regulated by the State Department of Education, those where custody of the children has been fixed by a court of competent jurisdiction, those where children are related by blood or marriage within the third degree of the custodial person, or to those public or private institutions caring for children while the parents, legal guardians or custodians are attending services, meetings, classes, or otherwise engaging in that institution's activities, to the extent such care and custody does not exceed four hours at any one time.

**Civic Green or Square.** A public open space designated on the REGULATING PLAN. The term *square* is generally used to describe spaces that have more paved surface area. The term *civic green* is generally used to describe a formally configured small public lawn or park that is primarily unpaved. CIVIC GREENS and SQUARES do not include active recreation structures such as ballfields and courts. See *Part 5. Urban Space Standards* for the specific controls on SQUARES and CIVIC GREENS.

**Civic Use Buildings.** Those buildings that house strictly CIVIC USES or historically and urbanistically significant structures designated on the REGULATING PLAN. CIVIC USE BUILDINGS and publicly-owned public art are not subject to the BUILDING FORM STANDARD prescriptions of this Code. See also USE, CIVIC.

**Clear Height.** Within a structure, the distance between the floor and ceiling. For entrances and other external building features, the unobstructed distance from the ground to the bottom of the lowest element above.

**Clear Walkway.** The portion of the sidewalk within a STREET-SPACE that shall remain clear of obstructions and allow public passage. The CLEAR WALKWAY width is specified in the *Street Type Specifications*.

**Clearly Visible from the Street-Space.** Many requirements of this Code apply only where the subject is “CLEARLY VISIBLE FROM THE STREET-SPACE.” (Note that the definition of STREET-SPACE includes SQUARES, CIVIC GREENS, PEDESTRIAN PATHWAYS, parks, and all public space except ALLEYS.) A building element more than 30 feet from a REQUIRED BUILDING LINE OR STREET-SPACE is by definition not CLEARLY VISIBLE FROM THE STREET-SPACE (such as elements facing a COMMON LOT LINE). Also, common or party walls are by definition *not* CLEARLY VISIBLE FROM THE STREET-SPACE. This does not exempt vehicle parking lots or parking structures from any BUILDING FORM STANDARD requirements.

**Commerce.** See USE, COMMERCE.

**Common Lot Lines.** Lot lines shared by adjacent private lots.

**Comparative Pedestrian Crossing.** The measured distance, shown on the Street Type Specifications, that a pedestrian would be within an automobile travel lane (or turning movement) while crossing a street. A crossing time is calculated based on a pedestrian speed of 3.7 feet per second (a generally accepted urban average). This distance/time is calculated in order to provide a relative gauge of the comfort level for pedestrians crossing the street.

**Complete and Discrete Facade Composition.** The FACADE articulation that breaks down the apparent scale of a large building into smaller apparent pieces. The intent of such a FACADE COMPOSITION is to provide ‘human scale’ for the STREET-SPACE. The objective requirements of the COMPLETE AND DISCRETE FACADE COMPOSITION section of the BUILDING FORM STANDARDS regulate and ensure such scalar break-down.

**Corner Lot.** A lot in which one side lot line is adjacent to a street or STREET-SPACE. Special building placement, fencing and landscape requirements may apply.

**Covered Sidewalk.** A roofed or built structure attached to the FAÇADE and extending beyond the REQUIRED BUILDING LINE and over the sidewalk or SQUARE, open to the STREET-SPACE except for supporting columns, piers, or arches. (See BUILDING FORM STANDARDS for complete specifications.)

**Crematorium.** A facility for the incineration of corpses, human or animal, to ashes. Crematorium does not include any establishment where incinerators are used to dispose of toxic, hazardous, infectious, or narcotic materials.

**Detached Frontage Building.** Building form and functions resulting from/as determined by the Detached BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Developing or Development.** As used in the CCFBC, these terms refer to construction or commencement of a use upon property(ies) where a NON-CONFORMING USE OR NON-CONFORMING STRUCTURE did not previously exist.

**Dooryard.** The area within the STREET-SPACE between the FAÇADE of the building (generally the REQUIRED BUILDING LINE) and the CLEAR WALKWAY area of the sidewalk. The DOORYARD area is designated in the Street Type Specifications.

**Dormers.** Roofed ancillary structures with windows providing light and air to habitable space within the roof.

**Dwelling Unit.** A room or space or a suite of rooms or spaces used or intended to be used as an apartment and supporting general living conditions usually including a single cooking and dining space, single general living space, BEDROOM(s), bathroom(s) and utility room.

**Eave Height.** EAVE HEIGHT shall be measured at the bottom of the top layer of roofing material at its outermost point from the building wall.

**English Basement.** A habitable floor level below the first floor that is partially above and below grade, with direct STREET-SPACE access.

**Façade (Building Face).** The building elevation facing the STREET-SPACE OR REQUIRED BUILDING LINE. Building walls facing private interior courts, COMMON LOT LINES, ALLEYS, and COMMON DRIVES are NOT FAÇADES.

**Façade Composition.** The arrangement and proportion of materials and building elements (windows, doors, columns, pilasters, bays, etc.) on a given FAÇADE.

**Family Day Care Home.** A structure used as a residence in which the resident receives seven or fewer children under the age of 18 years (including the caregiver's own resident preschool children under the age of five) for part-time care apart from their parents, legal guardians or custodians, when such care is received for regular periods of time for compensation.

**Fenestration.** Openings in the building wall, including windows and doors, allowing light and views between interior (private realm) and exterior (public realm).

**First Floor.** See GROUND STORY.

**Front Porch.** The ground floor platform attached to the FAÇADE OR REQUIRED BUILDING LINE side of the main building.

**Front Yard.** An open (unpaved) space required by certain BUILDING FORM STANDARDS extending across the entire width of the lot between the FAÇADE and the CLEAR WALKWAY. This area is contiguous with the STREET-SPACE, and includes any FRONT PORCH.

**Front Yard Fence.** The wood (picket), wrought iron fence, or masonry wall located along and surrounding the FRONT YARD. (For placement, height and gate specifications, see the BUILDING FORM STANDARDS.)

**Garden Wall.** A masonry wall defining a property line or delineating a private area. (For placement, height and gate specifications, see the BUILDING FORM STANDARDS.) A GARDEN WALL may serve as a FRONT YARD FENCE.

**General Living Space.** The single room in a DWELLING UNIT designated or utilized for common social activities of the occupants.

**Ground Story.** The first habitable level of a building at or above grade. The next STORY above the GROUND STORY is the second floor or STORY.

**Habitable Space.** A space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls or utility spaces are not considered habitable spaces.

**Legacy Zoning District.** A parcel's previous base zoning district existing immediately prior to the adoption of the CCFBC in July of 2017.

**Liner Shops.** Small shops (which can be as shallow as 15 to 20 feet) along the REQUIRED BUILDING LINE of a larger structure, with doors opening directly to the sidewalk. These small retail spaces break down the scale of large building FACADES. (Liner shops may or may not connect to the larger interior space.)

**Live-Work.** Where designated on the REGULATING PLAN, a townhouse is permitted to contain COMMERCE uses where it has its GROUND STORY configured as a SHOPFRONT.

**Massage Parlor.** Any place where for any form of consideration or gratuity, massage, alcohol rub, administration of fomentations, electric or magnetic treatments, or any other treatment or manipulation of the human body occurs as part of or in connection with SEXUAL CONDUCT or where any person providing such treatment, manipulation or service related thereto exposes SPECIFIED ANATOMICAL AREAS.

**Mezzanine.** An intermediate level between the GROUND STORY and the second STORY. It may be in the form of a platform, podium, or wide balcony. Its uses shall be limited to a continuation of the GROUND STORY uses.

**Non-Conforming Structure.** Any structure lawfully in compliance with its LEGACY ZONING DISTRICT at the time of CCFBC's adoption in July of 2017.

**Non-Conforming Use.** Any lawful use of land, building or structure existing on a subject property(ies) at the time of adoption of the CCFBC in July of 2017, which does not conform with the applicable use regulations of the CCFBC.

**Open Area.** See PRIVATE OPEN AREA.

**Parapet Height.** Where used to limit building height in this Code, PARAPET HEIGHT shall be measured at the top of the parapet, including any coping. An additional three feet in height by 12 feet in width or 15 percent of the FAÇADE, whichever is greater, is permitted for a section of the parapet to emphasize the building's primary street entry or a BLOCK CORNER.

**Parking Setback Line.** A line or plane indicated on the REGULATING PLAN which extends vertically up from the GROUND STORY floor level (unless otherwise noted on the REGULATING PLAN or BFS) and is generally parallel to the REQUIRED BUILDING LINE. The PARKING SETBACK LINE is a permissive minimum distance from the REQUIRED BUILDING LINE and parking may be placed anywhere within the lot behind this line, except where otherwise specified in this Code.

**Pedestrian Pathway.** An interconnecting paved way providing pedestrian and bicycle passage through BLOCKS running from a STREET-SPACE to another STREET-SPACE, an ALLEY or an interior block parking area. The area within a PEDESTRIAN PATHWAY shall be a public access easement or public right-of-way.

**Plaza.** See SQUARE.

**Privacy Fence.** An opaque fence made of wood or masonry (not chain link or any other type of rolled fence) along ALLEYS, COMMON DRIVES, COMMON LOT LINES and PEDESTRIAN PATHWAYS. See the BUILDING FORM STANDARDS for any height and placement specifications.

**Private Open Area.** An occupiable area within the BUILDABLE AREA and generally behind the PARKING SETBACK LINE, accessible only to occupants of the particular building or site, and (primarily) open to the sky. Additional specifications for the PRIVATE OPEN AREA may be included in each BUILDING FORM STANDARD. Private open area shall not be built-upon, used to satisfy minimum stormwater Best Management Practice area (if thereby excluding active tenant use), parked or driven upon (except for emergency access).

**Redeveloping or Redevelopment.** As used in the CCFBC, these terms refer to circumstances where alterations to a NON-CONFORMING USE or NON-CONFORMING STRUCTURE (pursuant to Part 2. Section 208 Non-Conforming Structures and Uses) result in destruction of non-conforming status and complete applicability of the CCFBC to a subject property(ies).

**Regulating Plan.** The implementing site plan for the DEVELOPMENT of the Center City Form District under this Code. REGULATING PLANS allocate the BUILDING FORM STANDARDS and street types and provide specific information for the disposition of each building site. The REGULATING PLAN also shows how each site relates to adjacent STREET-SPACES, the overall district, and the surrounding neighborhoods.

**Required Building Line (RBL).** A line or plane indicated on the REGULATING PLAN, defining the STREET FRONTAGE which extends vertically and generally parallel to the street, at which the building FAÇADE shall be placed. This is a requirement, not a permissive minimum. The minimum length and height of FAÇADE that is required at the RBL is shown on the appropriate BUILDING FORM STANDARD.

**Sexual Conduct.** The fondling or other touching of human genitals, pubic region, buttocks, or female breasts; ultimate sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, sodomy; masturbation, and; excretory functions as part of or in connection with any of the activities set forth above.

**Sexual Encounter Center.** Any building or structure which contains, or is used for commercial entertainment where the patron directly or indirectly is charged a fee to engage in personal contact with or to allow personal contact by, employees, devices or equipment or by personnel provided by the establishment which appeals to the prurient interest of the patron, to include, but not to be limited to bath houses, massage parlors, and related or similar activities.

**Short Term Rental.** The rental of an entire dwelling, or any portion thereof, for a period of not more than thirty (30) days, where the owner is engaged in a contract for the rental of that specific dwelling, or any portion thereof. An annual Short-Term Rental license may be issued to eligible Applicants by the City Clerk. A Short-Term Rental license is a privilege, not a right, and may be denied, suspended, revoked or not renewed.

**Sidewing.** The portion of a building extending along a COMMON LOT LINE toward the ALLEY or rear of the lot.

**Specified Anatomical Areas.** Human genitals, pubic region, buttocks, and female breast below a point immediately above the top of the areola and human male genitals in a discernibly turgid state, even if completely and opaquely covered.

**Square.** See CIVIC GREEN.

**Stoop.** An entry platform on the FAÇADE of a building. (See the BUILDING FORM STANDARDS for specifications.)

**Shopfront (Storefront).** That portion of the GROUND STORY FAÇADE FENESTRATION intended for marketing or merchandising of COMMERCE uses and allowing visibility between the sidewalk and the interior space.

**Story (Story Height).** That space within a building and above grade that is situated between one floor level and the floor level next above, or if there is no floor above, the ceiling or roof above. STORY HEIGHT parameters are as specified by the appropriate BUILDING FORM STANDARD.

**Street Frontage.** That portion of the lot or building that is coincident with the REQUIRED BUILDING LINE as required by this Code.

**Streetlight.** A luminaire installed on both sides of the STREET-SPACE, along the STREET TREE ALIGNMENT LINE or median centerline, unless otherwise designated in this code, with the design criteria in the CC Form District giving equal weight to the lighting of the pedestrian areas and the automobile areas.

**Street-Space.** All space between fronting REQUIRED BUILDING LINES (streets, SQUARES, PLAZAS, PEDESTRIAN PATHWAYS, CIVIC GREENS, sidewalks, parks)—including any transit service operator passenger platform—but not garage entries or ALLEYS.

**Street Tree.** A tree required per this code and listed in the Street Tree List located in *Part 5. Urban Space Standards* that is of a proven hardy and drought tolerant species and large enough to form a canopy with sufficient clear trunk to allow traffic to pass under unimpeded.

**Street Tree Alignment Line.** A line along which STREET TREES shall be planted and STREETLIGHTS and other such infrastructure are to be placed. It is generally parallel with the STREET-SPACE.

**Street Wall.** A masonry wall set on the REQUIRED BUILDING LINE which assists in the definition of the STREET-SPACE in the absence of a building. See the BUILDING FORM STANDARDS for height and gate specifications.

**Tree Lawn (Tree Trench).** A continuous strip of soil area—typically covered with grass, other vegetation, bridging pavement, or sometimes porous pavers—located between the back of curb and the CLEAR WALKWAY AREA, and used for planting STREET TREES and configured to foster healthy STREET TREE root systems. TREE LAWN dimensions are specified in the Street Type Specifications.

**Urban General Frontage Building.** Building form and functions resulting from/as determined by the Urban General BUILDING FORM STANDARD as indicated on the REGULATING PLAN.



**Urban Residential Frontage Building.** Building form and functions resulting from/ as determined by the Urban Residential BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Urban Storefront Frontage Building.** Building form and functions resulting from/ as determined by the Urban Storefront BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Use, Art Studio.** A place of work for an artist, artisan, or craftsperson, including persons engaged in the application, teaching, or performance of the fine arts. “Artist” shall include, but is not limited to, painters, sculptors, and photographers.

**Use, Artisanal Manufacturing.** An establishment or business where an artist, artisan, or craftsperson makes or fabricates crafts or products by hand or with minimal automation and may include direct sales to consumers.

**Use, Auto Repair.** An establishment primarily engaged in the repair or maintenance of motor vehicles, trailers, and similar large mechanical equipment, including paint, body and fender, major engine and engine part overhaul, brake, muffler, upholstery work, tire repair and change, lubrication, tune ups and transmission work, provided such work is conducted within a completely enclosed building.

**Use, Civic.** For the purpose of the Center City Form District, CIVIC USES include: meeting halls; libraries; schools; police and fire stations; post offices (retail operations only, no primary distribution facilities); places of worship; museums; cultural, visual and performing art centers; transit centers; government functions open for the public; and, other similar community uses. Public ownership alone does not constitute CIVIC USE.

**Use, Commerce.** For the purpose of the Center City Form District, COMMERCE USES shall be considered to generally encompass all of the Commerce categories and sub-categories represented on the CCFBC Use Table, and as thereafter amended, and as determined by the Planning Director pursuant to Sections 104 and 701 herein, except for any differences provided in Section 703 or Section 704 of this CCFBC; the additional uses permitted in sub-section 703(B)(4); and all of the CIVIC USES defined above, except transit centers.

**Use, Office.** For the purpose of the Center City Form District, OFFICES are occupations in the tertiary sector of the economy requiring special training in the arts or sciences. Some OFFICES require holding professional licenses such as architects, auditors, engineers, doctors and lawyers. Other OFFICES involve providing specialist business support to businesses of all sizes and in all sectors; this can include tax advice, supporting a company with accounting, or providing management advice.

**Use, Overnight Lodging.** Accommodation provided by an establishment (such as a hotel, bed and breakfast, or SHORT TERM RENTAL) where guests can sleep or spend the night.

**Use, Passenger Terminal.** A structure which services passengers boarding or leaving transportation vessels other than personal automobiles.

**Use, Recreation/Entertainment.** Recreation, amusement, or entertainment services being provided in an indoor or outdoor facility for the purpose of some leisure activity, including, but not limited to, arcades, computer arcades, escape rooms, gyms, laser tag, miniature golf, movie theaters, playgrounds or playhouses, pools, skating rinks, sports or athletic facilities, virtual reality rooms, and similar uses.

**Use, Research and Development.** An establishment or complex of structures located in a building whose dimensions are intended to foster physical, chemical and biological research and/or experimentation involving but not limited to controlled simulation of factors, development of prototypes, chemicals, commodities, pharmaceuticals, information technology, electronics and instrumentation for academic and industrial purposes.

**Use, Residential.** For the purpose of the Center City Form District, RESIDENTIAL USES shall be considered to encompass all of the Residential categories and sub-categories represented on the CCFBC Use Chart, and as thereafter amended, and as determined by the Planning Director pursuant to Sections 104 and 701 herein.

**Use, Retail.** For the purpose of the Center City Form District, RETAIL USES include the following:

**Retail Service.** Establishments providing services, as opposed to products, to the general public, including restaurants, hotels and motels, finance, real estate and insurance, travel agencies, health and educational services, and galleries; as well as personal services as defined in the City of Norman Zoning Ordinance.

**Retail Sales.** Establishments wherein the primary use is the sale of merchandise for use or consumption by the immediate purchaser.

**Use, Self-Storage.** A retail service establishment providing off site storage space to residents and businesses, offering convenience storage and limited warehousing services primarily for personal effects and household goods within enclosed structures having individual access, but excluding use as workshops, hobby shops, manufacturing or commercial activity.

**Use, Vehicle Sales.** Establishments where the primary activity taking place is the buying and selling of new or used vehicles.

## Appendix A

### A. Process

Upon adoption, the Center City Form Based Code (CCFBC) will be the Zoning District for all parcels within the identified Center City area except for the commercial area of Campus Corner as marked on the Illustrative Form District Map and REGULATING PLAN, found in *Part 3. Sections 302, 303 & 304*, respectively. The exclusion of the commercial area of Campus Corner may be reevaluated by City Council, with input from Campus Corner property owners and stakeholders, at such time that an adequately-sized parking structure that is open to the public is completed or an appropriate funding mechanism is approved. A property owner seeking to develop or redevelop a parcel within the CCFBC District can comply with CCFBC regulations or apply for rezoning to Center City Planned Unit Development (CCPUD).

1. A property owner and/or applicant must attend a Pre-Application Conference (as defined in *Part 2. Section 204.A.*) prior to choosing to comply with CCFBC, or to apply for voluntary participation in any Pattern Zoning program or overlay adopted for applicable CC Form District properties, or apply for rezoning to CCPUD.
2. If the CCFBC is chosen, the administrative process established in *Part 2. Administration* of the CCFBC will be used for site plan review, demolition permit and preliminary plat through the Development Review Committee after staff review. Final Plat will require City Council approval. Any parcel formerly designated as C-3 immediately prior to the adoption of the CCFBC shall not be subject to any maximum building height or parking restrictions contained within the CCFBC. Properties zones C-2 and located on Gray Street extending from Lahoma Aveune on the West to the railroad tracks on the East shall also be exempt from either the minimum parking requirements of the CCFBC or the C-2 parking requirements when redeveloped.
3. If CCPUD is chosen, the property owner and/or DEVELOPMENT applicant is required to comply with the rezoning process outlined within *Chapter 22, Section 442.1* of the City of Norman Code of Ordinances. The primary goal of the new CCPUD category is to provide flexibility (beyond that provided in *Section 206. Administrative Adjustments*) when a property owner seeks to comply with the intent and goals of the FBC but seeks relief regarding specific requirements of the FBC. Examples of DEVELOPMENT seeking relief might be, but are not limited to, construction of affordable housing, or housing that encourages aging in place, or other emerging trends in housing.
4. If voluntary participation in Pattern Zoning is chosen, the applicant must follow any procedures established therein, in conjunction with CC Form District requirements, as applicable.

## **B. Incentives**

The following incentives will be provided to encourage property owners and/or applicants to use the CCFBC.

1. Administrative approval of DEVELOPMENTS conforming to the Center City Form Based Code.
2. Incentives identified by City Council under a properly adopted Project Plan for Tax Increment Financing.
3. Pattern Zoning program or overlay incentives that may be adopted for applicable CC Form District properties.

## Appendix B

### SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

A. **Statement of Purpose:** It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages DEVELOPMENTS that create the character of DEVELOPMENT envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a DEVELOPMENT that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a DEVELOPMENT which is consistent and compatible with surrounding DEVELOPMENTS.
4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
6. Encourage DEVELOPMENTS that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the Center City Form Based Code.

B. **Uses Permitted.** The CCPUD regulations are designed to provide for any mix of uses. There are no specifically prescribed uses which are permitted within the boundaries of the Center City Area in order to increase creativity and flexibility in the Center City Area when DEVELOPMENT according to the CCFBC is not feasible. The owner/applicant will be responsible for the preparation of a list of permitted uses within the specific CCPUD. The development of the list shall take into account the nature and purpose of the CCPUD area, and such uses and locations shall be appropriate in order to protect and be in harmony with surrounding DEVELOPMENT.

### C. Standards of Development.

1. **Ownership control.** Applicants submitting an application for approval of a CCPUD must be the owner of the property. The approved CCPUD shall be binding on all subsequent owners of the land until revised as authorized in this section.
2. **Minimum District Area.** Any legally existing lot in the Center City Area.
3. **Parking and off street loading.** All uses established within a Planned Unit Development shall comply with the off street parking and loading requirements as established in Part 6. Parking and Loading Standards of the CCFBC. Properties currently zoned C-3 in the Center City area as of the date of approval by City council of the CCFBC shall have no parking requirements.
4. **Perimeter requirements.** In order to assure compatibility with surrounding DEVELOPMENT, the developer shall submit specific information as to the setbacks, building height, coverage factors and other elements necessary for all perimeter lots that are adjacent to the boundary of the CCPUD District, or adjacent to any boundary or perimeter street right of way. While no specific setback requirements are herein established, the Planning Commission and City Council shall consider the nature, extent and character of the adjacent DEVELOPMENT and shall take into consideration the types of area regulations applicable to those adjacent properties.
5. **Open Space requirements.** Open space is an essential ingredient in a Planned Unit Development and is one of the most basic and important design elements. A minimum amount of open space must be provided consistent with the requirements of the CCFBC. A property owners' association shall be required if arrangements for improving, operating and maintaining all such common open space areas and other communally-owned facilities have not been completed in a manner satisfactory to the City of Norman.
6. **Property Owners' Associations.** The developer shall create such legal entities as appropriate to undertake and be responsible for the ownership, operation, construction and maintenance of common elements. All legal instruments setting forth a plan or manner of permanent care and maintenance of such common elements shall be approved by the City Attorney as to legal form and effect, and by City Council as to the suitability of the proposed use of the common elements.
7. **Building Height.** The height of structures on the west side of University Boulevard extending from Boyd Street to the alley north of Apache Street shall be a maximum of three stories. Properties currently zoned C-3 in the Center City area as of the date of approval by City Council of the CCFBC shall have no height requirements.
8. **Central Core Area of Norman sprinkling requirements.** Within the Center City Form-Based Code Area of Norman exhibited in Norman Code 22-429.7, and as that area is contained within the Central Core Area of Norman (see map exhibit to Norman Code 22-431.7) and two-

family(duplex) structure with four or more BEDROOMS per unit is required to be sprinkled per the requirement in Section P2904 of the International Residential Code (IRC) or NFPA 13D, or as these documents are amended.

9. A theater, including one that sells alcoholic beverages in compliance with state law, may be incorporated into appropriate CCPUD's.

D. Application Procedures. The Planned Unit Development application procedure shall consist of three phases.

1. Pre-application conference. Before submitting an application for any CCPUD, the landowner, or his authorized agent, shall schedule a Pre-application conference with City Staff. The intent of this conference is to provide guidance to the applicant prior to submitting a zoning application and to identify the information necessary for filing the application. The pre-application information shall include the following:
  - a. Boundaries of the property involved;
  - b. Existing zoning of the area and zoning of adjoining properties;
  - c. Existing roadways, easements and waterways;
  - d. A site development plan at a level of detail sufficient to indicate to the City the nature and scope of the project as to its magnitude in terms of approximate number and types of DWELLING UNITS, location and extent of non residential elements, proposed locations of open space areas, and major circulation facilities; and
  - e. Proposed treatment of the perimeter of the CCPUD.
2. Zoning application. The application for the CCPUD shall consist of a simultaneous submission of a rezoning application, site development plan and subdivision plat, if applicable.

The Rezoning Application/Site Development Plan and subdivision plat, if applicable, shall include at least the following information:

- a. Proposed title of the project and name of any engineer, architect, land planner, landscape architect, or company responsible for various elements of the plan.
- b. Site development plan of the property indicating the location of different land uses, dwellings by types and numbers, and areas proposed for open space and recreational use.
- c. All setback lines for all properties shall be shown.
- d. If the project is to be developed in more than one phase, the boundaries of each proposed phase shall be clearly indicated on the development plan.
- e. Calculations shall be submitted of the total number of gross acres in the project, and the acres and percentages thereof proposed to be devoted to the different dwelling types, commercial or other non residential uses, as well as streets, parks, schools, and other reservations.

- f. Tabulation of the total number of DWELLING UNITS by various types in the project and if the project is to be developed in phases, by each phase within the project.

The CCPUD zoning application will be reviewed by Staff and their recommendation shall be forwarded to the Planning Commission for a public hearing and the public hearing shall be legally advertised as specified in Section 422.1 of the Zoning Ordinance.

At the public hearing before the Planning Commission, the applicant and interested citizens will have the opportunity to discuss the merits of the CCPUD proposal. The Planning Commission will assess the proposal in light of ordinance guidelines and will take action after weighing the recommendations of the Staff, the applicant's presentation, and the community's response. The Commission shall recommend approval; recommend approval conditioned on specified modifications; or recommend disapproval of the CCPUD application.

After the CCPUD application is reviewed by the Planning Commission, it will be forwarded to the City Council for their action. The City Council may grant; deny; defer for requested changes or information; or return the application to the Planning Commission for further study. The Council may direct the Planning Commission to reconsider specific aspects of the CCPUD application.

If the City Council approves the CCPUD application, it shall be in the form of an Ordinance which shall specify all conditions and schedules necessary to insure that the proposed CCPUD is accomplished. The applicant is permitted to construct the CCPUD in more than one phase or stage of construction. In such cases, the applicant shall clearly indicate on the Site Development Plan map the boundaries of each proposed phase and any common elements to be constructed with each phase.

E. Submission requirements. As part of the application process for a CCPUD the applicant shall be required to submit the following documents and information:

1. CCPUD zoning district narrative.
  - a. A statement describing the general character of the total DEVELOPMENT and including the rationale behind the assumptions and choices represented in the application.
  - b. Quantitative data including the following information:
    - (i) Parcel size;
    - (ii) Types and numbers of permitted uses and the square footage areas of each category of use;
    - (iii) Proposed building coverage;
    - (iv) Total square footage of common open space by type.
  - c. A Site Development Plan meeting the following requirements:
    - (i) Submitted on one or more sheets not to exceed 24 inches by 36 inches, including a small scale vicinity map;



- (ii) To scale (scale indicated) and directionally oriented, such scale to be as large as possible in order to indicate as much detail as possible;
  - (iii) Lot lines;
  - (iv) Existing and proposed circulation system of all streets, including off street parking areas, service areas, loading areas, and major points of access to public rights of way (ingress and egress);
  - (v) Existing and proposed pedestrian circulation systems;
  - (vi) Proposed treatment of the perimeter of the property, including materials and techniques used such as screens, fences and walls, as well as description of uses, setbacks, and the relationship to surrounding uses;
  - (vii) General schematic landscape plan of the treatment of the area used for private and common open spaces;
  - (viii) Location and size of all areas to be conveyed, dedicated, or reserved as common open spaces, public parks, recreational areas, school sites, and similar public and semi public use;
  - (ix) Location, dimensions, nature of all existing and proposed easements and public improvements;
  - (x) Location of structures;
  - (xi) Indication of existing natural features of the property, including water courses, floodplains, unique natural features, and vegetation;
  - (xii) A legal description of the total site proposed for DEVELOPMENT;
  - (xiii) A DEVELOPMENT schedule indicating the approximate date when construction of the CCPUD, or phases of the CCPUD, can be expected to begin and be completed;
  - (xiv) A statement of the applicant's intentions with regard to the future selling or leasing of all, or portions, of the CCPUD, including land areas and DWELLING UNITS; and
  - (xv) A Preliminary Plat, if applicable, submitted in accordance with Chapter 19.
2. Final Plat. If a subdivision plat is required, the following additional information shall be provided with the Final Plat:
- a. A description of the maintenance provisions of the DEVELOPMENT;
  - b. A final subdivision plat;
  - c. A survey of the property;
  - d. Any changes to the approved DEVELOPMENT schedule, including:
  - e. Starting date;
  - f. Dates when various phases are projected to be completed.
  - g. An updated site development plan;

- h. All legal instruments or covenants in a recordable form. Any such covenants shall stipulate that items of interest to the City of Norman, such as the DEVELOPMENT schedule, permitted uses, and disposition of any required open space, may not be altered by the developer or the property owners association without the specific approval of the City.
- F. Administration. Applications for any building permit within an approved CCPUD, which vary from the standards and conditions set forth in the approved CCPUD, may be approved by the Planning Director within the following guidelines:
1. Does not increase the proposed floor area for non residential use by more than five percent (5%). Does not increase total number of DWELLING UNITS by more than five percent (5%) within a given phase.
  2. Does not increase total building coverage by more than five percent (5%).
  3. Does not increase building height by more than five percent (5%).
  4. Provides for a decrease of up to ten percent (10%) in land coverage, height, or number of DWELLING UNITS.

# Appendix C

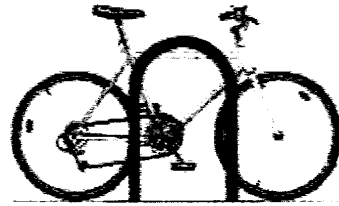
## Bicycle Parking Design Guidelines

### 1. THE RACK ELEMENT

Definition: the rack element is the part of the bike rack that supports one bicycle.

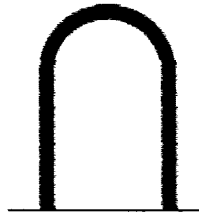
The rack element should:

- Support the bicycle upright by its frame in two places
- Prevent the wheel of the bicycle from tipping over
- Enable the frame and one or both wheels to be secured
- Support bicycles without a diamond-shaped frame with a horizontal top tube (e.g. a mixte frame)
- Allow front-in parking: a U-lock should be able to lock the front wheel and the down tube of an upright bicycle
- Allow back-in parking: a U-lock should be able to lock the rear wheel and seat tube of the bicycle

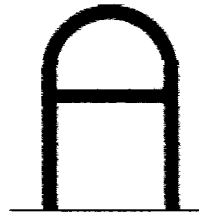


Comb, toast, school-yard, and other wheel-bending racks that provide no support for the bicycle frame are NOT recommended.

The rack element should resist being cut or detached using common hand tools, especially those that can be concealed in a backpack. Such tools include bolt cutters, pipe cutters, wrenches, and pry bars.



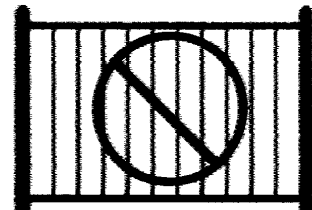
**INVERTED "U"**  
One rack element supports two bikes.



**"A"**  
One rack element supports two bikes.



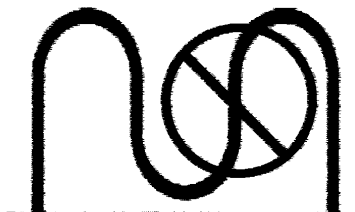
**POST AND LOOP**  
One rack element supports two bikes.



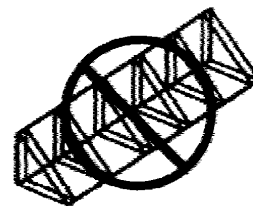
**COMB**  
One rack element is a vertical segment of the rack.



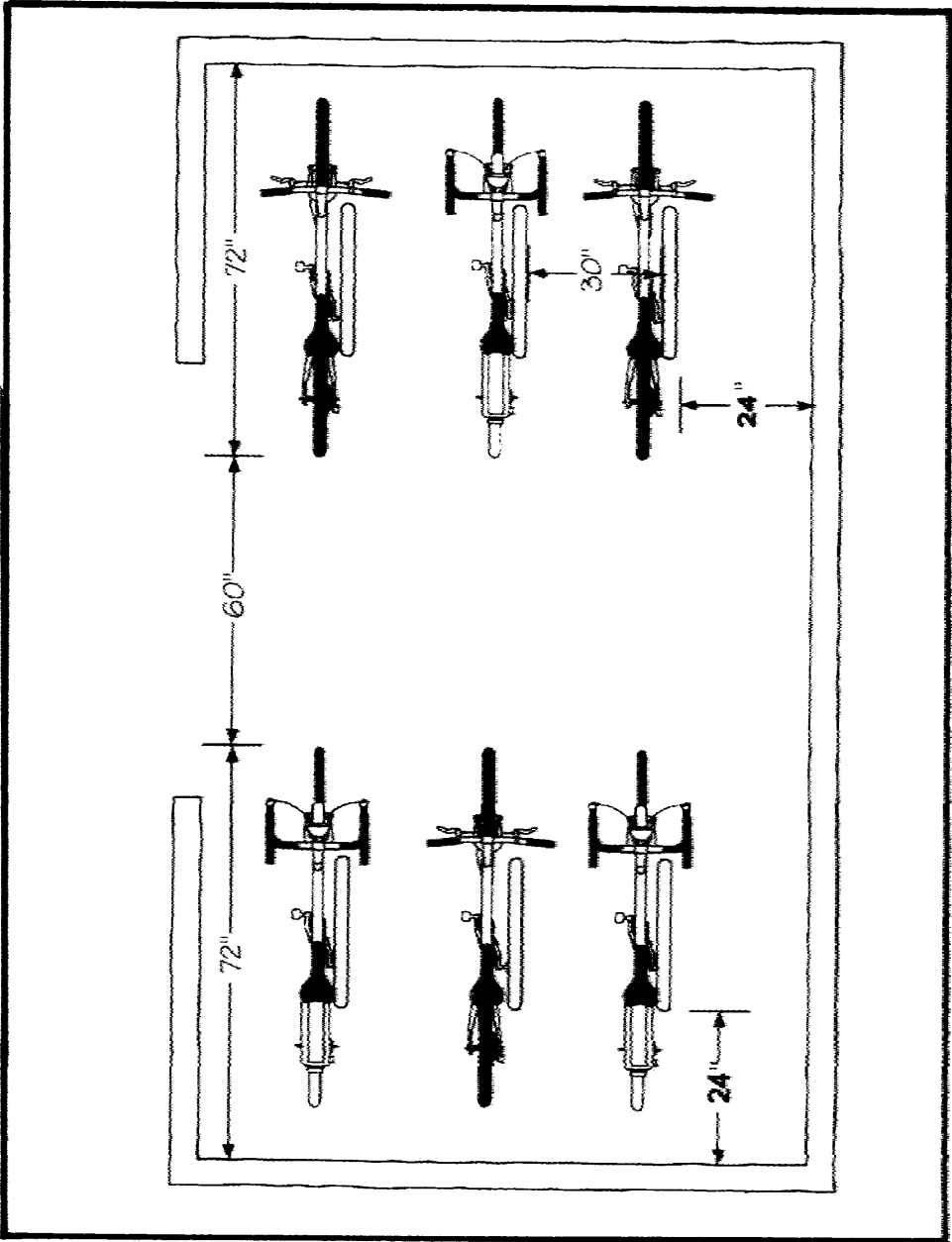
**Not recommended**



**WAVE**  
One rack element is a vertical segment of the rack. (see additional discussion on page 3)



**TOAST**  
One rack element holds one wheel of a bike.





# CENTER CITY FORM-BASED CODE

NORMAN, OKLAHOMA

JUNE 2022 DRAFT

## How to Use this Code

### Why are some words shown in SMALL CAPITAL LETTERS?

The Norman Center City Form-Based Code (CCFBC) includes terms with special meanings and their definitions are included in *Part 9. Definitions*. Defined terms are shown throughout the document in SMALL CAPITAL LETTERS.

### I want to know what is allowed for my property:

1. Look at the adopted REGULATING PLAN in *Part 3. The Regulating Plan* and determine if property in question is located within the Center City Form District. (CC Form District) If not, this Code is not applicable.
2. Find the specific property in question on the adopted REGULATING PLAN. Note the REQUIRED BUILDING LINE and the PARKING SETBACK LINE. Note the color of the fronting STREET-SPACE—this determines the applicable BUILDING FORM STANDARD (see the key located on the REGULATING PLAN).
3. Find the applicable BUILDING FORM STANDARD in *Part 4. Building Form Standards*. (Note the *General Standards* in *Section 402* that apply to all properties in the district.) The BUILDING FORM STANDARD will tell you the parameters for DEVELOPMENT on the site in terms of height, siting, elements, and use.
4. Additional regulations regarding streets and other public spaces surrounding the property, parking requirements, and permitted building functions are found in the following sections: *Part 5. Urban Space Standards*; *Part 6. Parking and Loading Standards*; and *Part 7. Building Functions*.
5. See *Part 2. Administration, Application Process & Appeals* for information on the DEVELOPMENT review process.

**NOTE:** Where a NON-CONFORMING STRUCTURE OF NON-CONFORMING USE may continue in compliance with *Part 2. Section 208. Non-Conforming Structures and Uses*, the allowances of a LEGACY ZONING DISTRICT may also control what is allowed for a particular property.

### I want to modify an existing building:

1. If this code is applicable to your property, determine whether your intended changes would trigger a level of code compliance by looking at the *Part 2. Section 208. Non-Conforming Structures and Uses*.
2. If yes, follow the process delineated ~~therein in Part 2 (and the indicated portions of steps 2-4, above) or Appendix A.~~

### I want to establish a new use in an existing building:

1. Find the property on the REGULATING PLAN and determine the applicable BUILDING FORM STANDARD.
2. Determine whether the use is allowed by looking at ~~the Permitted Use Table in Part 7. Building Functions.~~ If the use ~~is allowed within the applicable CCFBC BFS is listed with a cross-reference in the right-hand column,~~ refer to ~~those specific performance standards~~ *Part 2. Section 208. Non-Conforming Structures and Uses* to determine whether the use may be carried on within a NON-CONFORMING STRUCTURE. If Section 208 does not permit the use to be carried on within a NON-CONFORMING STRUCTURE, refer to the specific performance standards set forth in the applicable BFS.

### I want to change the Regulating Plan regarding my property:

See *Part 2. Section 207. Amendments to the Center City Form-Based Code*.

### I want to subdivide my property:

1. Property can only be subdivided in accordance with the procedures of the Norman Municipal Code.
2. Any such subdivision of a property within the *Center City Form District* shall also meet the standards of this Code.

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# Part 1. General Provisions

## 101. Title

This Code is known as the Norman Center City Form-Based Code (CCFBC).

## 102. Applicability

- A. The CCFBC is in effect for that part of the City of Norman, Oklahoma, designated on the REGULATING PLAN in *Part 3. The Regulating Plan* as the Center City Form District (CC Form District), and as set forth in *Part 2. Section 208. Non-conforming Structures and Uses*.
- B. The area generally known as Campus Corner that is geographically located within the larger CC Form District boundaries, as designated on the REGULATING PLAN in *Part 3*, is excluded from the CC Form District, but may be added to the district in the future, by determination of the City Council.
- C. The process for ~~developing~~DEVELOPING or ~~REDEVELOPING~~redeveloping within the CC Form District is delineated in *Part 2. Administration* and *Appendix A* of this Code.

## 103. Purposes

- A. The goal of *Norman Center City Vision Project and Plan* was to reset the conversation and provide guidance for future DEVELOPMENT and REDEVELOPMENT in Center City.<sup>1</sup> This CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.
- B. The CCFBC shall be applied to new, infill DEVELOPMENT, and REDEVELOPMENT within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:
  1. Capitalize on public investment in existing infrastructure
  2. Stabilize and strengthen mixed-use commercial centers and residential neighborhoods
  3. Create a pedestrian-oriented and multi-modal district
  4. Promote, create, and expand housing options
  5. Ensure transit-supportive and transit-serviceable DEVELOPMENT
  6. Ensure a complementary relationship with surrounding neighborhoods
- C. The creation of transit- and pedestrian-oriented DEVELOPMENT and REDEVELOPMENT is dependent on three factors: density, diversity of uses, and *design*. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

<sup>1</sup> From the *Norman City Center Vision Summary Charrette Report*, May 2014.

## 104. Other Applicable Regulations

- A. All ~~development~~ DEVELOPMENT and REDEVELOPMENT must comply with relevant Federal, State and City regulations. Whenever any provision of this Code imposes a greater requirement or a higher standard than is required in any State or Federal statute or other City ordinance or regulation, the provisions of this Code shall govern unless preempted by State or Federal law.
- B. Where apparent conflicts exist between the provisions of the CCFBC and other existing ordinances, regulations, or permits, or by easements, covenants, or agreements, the Director shall determine, based on which best meets the requirements of this Code and Vision plan, which provisions shall govern within the Center City Form District.
- C. Within the Center City Form-Based Code Area of Norman exhibited in Norman Code 22-429.7, and ~~is~~ contained within the Central Core Area of Norman (see map exhibit to Norman Code 22-431.7) any two-family (duplex) structure with four or more BEDROOMS per unit is required to be sprinkled per the requirement in Section P2904 of the International Residential Code (IRC) or NFPA 13D, or as these documents are amended.

## 105. Minimum Requirements

In interpreting and applying the provisions of the CCFBC, they are the minimum requirements for DEVELOPMENT under this Code.

## 106. Severability

Should any provision of the CCFBC be decided by the courts to be unconstitutional or invalid, that decision shall not affect the validity of the CCFBC other than the part decided to be unconstitutional or invalid.

## 107. Components of the Code

The CCFBC places a primary emphasis on physical form and placemaking, with a secondary focus on land uses. The principal regulatory sections of this Code are described below.

### A. Administration

Administration covers application and review process for DEVELOPMENT project approval.

### B. The Regulating Plan

The REGULATING PLAN is the application key for the CCFBC. It provides a public space master plan with specific information on DEVELOPMENT parameters for each parcel and shows how each lot relates to the STREET-SPACE (streets, SQUARES/CIVIC GREENS, PLAZAS, PEDESTRIAN PATHWAYS, etc.) and the surrounding neighborhood. The REGULATING PLAN may identify additional regulations and/or opportunities for lots in specific locations.

### C. The Building Form Standards

The BUILDING FORM STANDARDS establish basic parameters governing building form, including the buildable envelope (in three dimensions) and certain permitted and/or required elements—such as SHOPFRONTS, BALCONIES, and STREET WALLS. The BUILDING FORM STANDARDS establish both the boundaries within which things may be done and specific things that must be done.

The primary intent of the BUILDING FORM STANDARDS (BFS) is to shape the STREET-SPACE, or public realm, through placement and form controls on buildings. Their secondary intent is to ensure that the buildings cooperate to form a functioning, sustainable, BLOCK structure. The applicable standard for a building site is determined by the STREET FRONTAGE designated on the REGULATING PLAN.

#### **D. The Urban-Space Standards**

The purpose of the Urban-Space Standards is to ensure coherent STREET-SPACE and to assist builders and owners with understanding the relationship between the public realm and their own building. These standards set the parameters for the placement of STREET TREES, sidewalks, and other amenities or furnishings within the STREET-SPACE. They set recommended configurations for the vehicular part of the street as well as other public spaces such as greens, squares, and plazas.

#### **E. Building Function Standards**

The Building Function Standards define the uses allowed and/or required on ground floors and in upper floors, correlated with each BUILDING FORM STANDARD. Because the CCFBC emphasizes form more than use, it includes fewer, broader categories than those provided elsewhere in the Norman Zoning Ordinance.

#### **F. Parking and Loading Standards**

Parking and loading standards provide goals and requirements to promote a “park once” environment through shared parking and encourage a pedestrian-friendly, walkable CC Form District.

#### **G. Definitions**

Certain terms in the CCFBC are used in very specific ways, often excluding some of the meanings of common usage. Wherever a word is in SMALL CAPITALS format, consult *Part 9. Definitions* for its specific and limited meaning. Where there is an apparent contradiction between the definitions in the CCFBC and those in the Norman Zoning Ordinance, the definitions in this Code shall prevail. Words used in the CCFBC, but not defined by this Code, but that are defined in the Norman Zoning Ordinance, shall have the meanings set forth therein.

## Part 2. Administration, Application Process & Appeals

### 201. Applicability

DEVELOPMENT and REDEVELOPMENT proposals within the Center City Form District shall be subject to the provisions of this *Part 2* and/or *Appendix A*.

### 202. Director

#### A. Authority

The Director of Planning and Community Development (“Director”) and the Development Review Team (DRT) are authorized to review and approve applications for Certificates of Compliance and Administrative Adjustments.

#### B. Delegation of Authority

The Director may designate any member of the staff of the City’s Planning and Community Development Department to represent the Director in any function assigned by the Center City Form-Based Code (CCFBC). The Director, however, shall remain responsible for any final action taken under this Section.

### 203. FBC Development Review Team

The existing Development Review Team (DRT) with an additional citizen member who is a resident of the Center City Form District will provide a coordinated and centralized technical review process to ensure compliance with the requirements of the CCFBC. The Development Review Team is comprised of personnel from the City departments that have an interest in the DEVELOPMENT review and approval process.

#### A. Powers and Duties

1. The Development Review Team shall be responsible for the review of Concept Plans, Site Plans and any other DEVELOPMENT related applications that may be required by the CCFBC.
2. The Development Review Team shall be responsible for making determinations on the application and interpretation of guidelines, standards, and requirements of the CCFBC.
3. The Development Review Team may require the applicant to submit additional information not otherwise specifically required by the CCFBC, which is reasonably necessary to review and determine whether the proposed DEVELOPMENT complies with the requirements of the CCFBC.
4. The Development Review Team shall not be authorized to waive or vary requirements of the CCFBC or any other applicable ordinance of the City of Norman unless specifically allowed in the CCFBC.

#### B. Operational Procedures

The Development Review Team shall meet on their regularly scheduled meeting dates to review DEVELOPMENT applications. It shall be the

responsibility of the Planning Director, or the Director's designee, to collect the comments of the DRT, prepare a written staff analysis of the outstanding issues related to each application, and provide it to the applicant in a timely manner.

## 204. Certificate of Compliance

An application for approval of a Certificate of Compliance, demonstrating compliance with the provisions contained in the CCFBC and the REGULATING PLAN shall be submitted to the Director. At the time an application is submitted for a Certificate of Compliance for a Center City Form District property, the property shall be posted by staff with a sign provided by the City of Norman identifying that such a request has been received. A fully refundable \$20.00 sign deposit is required.

### A. Pre-Application Conference

A pre-application conference with a member of the professional planning staff of the Department of Planning and Community Development is required prior to the submission of any application for a Certificate of Compliance. The applicant shall provide a concept site plan and conceptual drawings of the FACADES of any building at a scale of at least 1"=100' for consideration by the staff. The discussions and any conclusions based ~~thereon at such a~~ on the pre-application conference are not binding on any party thereto.

### B. Certificate of Compliance Application Requirements

The application for a Certificate of Compliance shall include:

1. A brief narrative describing the Development Proposal;
2. ~~Five (5)~~ ~~Two (2)~~ sets of completed plans for the Development Proposal at a scale sufficient to read [Site Plans at 1"= 50', Building Plans and Elevations at 1"= 20', Details as necessary to demonstrate form-based code ("FBC") compliance at 1"=4' to 1"=10'] as required by the City and including the following information, which shall be submitted on the following sheets:
  - (i) Location and dimensions of all proposed buildings and other construction;
  - (ii) Internal roadways, streets and/or STREET-SPACES, ALLEYS, common access easements, and access ways to adjacent public roadways;
  - (iii) Utilities - Sanitation/polycarts and service courts.
  - a. Location and dimensions of all parking areas and striping plan,
  - b. Utility Strategy,
  - c. Architectural drawings of all proposed building FACADES;
  - d. Floor plan,
  - e. Landscape plan,
  - f. Stormwater calculations;
3. A completed Form-Based District Review Checklist, the form of which shall be developed, maintained, and made available by the Director, demonstrating compliance with the provisions of the FBC; and

4. Any other documents and/or materials required by the Director to determine compliance with the FBC.

### C. Certificate of Compliance Review

1. The Director of Planning and Community Development may administratively provide for submission and review deadlines for materials and studies required in support of any application for a Certificate of Compliance. The need for technical studies shall be at the Director's discretion or as required by City ordinances.
2. Applicants shall be notified at the Development Review Team meeting if additional materials, ~~and~~ studies, and meetings will be required in order for review of their application to commence.
3. After the effective date of the CCFBC, no property which has been zoned under the CC Form District may be ~~developed~~DEVELOPED or ~~redeveloped~~REDEVELOPED without: (a) approval of a Certificate of Compliance from the Director of Planning and Community Development, (b) approval of an application to voluntarily participate in any Pattern Zoning program or overlay adopted for applicable CC Form District properties, or (c) an approved rezoning to *Center City Planned Unit Development* (CCPUD) as established in *Appendix AB*.

## 205. Effect of Certificate of Compliance Issuance

The Certificate of Compliance shall incorporate the approved site plan, elevation drawings and/or floor plan drawings, as determined by the Director, and shall be binding as to the elements demonstrated therein. Issuance of a Certificate of Compliance by the Director allows an applicant to apply for other necessary permits and approvals which include, but are not limited to, those permits and approvals required under the City Building Code. Certificate of Compliance site plan, elevation drawings and floor plans must be submitted with permit requests, and the Director may decline to issue a Certificate of Occupancy where construction is not completed in compliance with the Certificate of Compliance and its referenced attachments, in the absence of a valid material modification or Administrative Adjustment.

### A. Certificate of Compliance Modification

After the Director has issued a Certificate of Compliance, any change in the Development Proposal from ~~the plans~~ Certificate of Compliance and referenced attachments submitted to the Director, other than those permitted under Section 206 below, shall be considered a material modification and shall be subject to the following review procedure:

1. ~~Material Modification requests shall be submitted to the Director for review and approval, and shall include sufficient information to determine compliance with the FBC.~~
2. A complete application for a material modification shall be referred to the DRT at its next regularly scheduled meeting.
3. The Director may administratively provide for submission and review deadlines for materials and studies required in support of any application for a material modification.

4. The DRT shall determine if the ~~proposal~~ proposed **material modification** is in compliance **with the CCFBC Code**.

## B. Certificate of Compliance Expiration

1. A Certificate of Compliance shall lapse twenty-four (24) months from its issuance if an applicant does not secure a building permit.
2. Upon written communication by the applicant submitted at least thirty (30) days prior to the expiration of the Certificate of Compliance, and upon a showing of good cause, the Director may grant one extension not to exceed six (6) months. Upon an application for extension, the Certificate of Compliance shall be deemed extended until the Director has acted upon the request for extension.

## C. Appeal

An appeal by a person aggrieved by the Director's decision on a Certificate of Compliance application, and situations where Administrative Adjustments are requested, will be to City Council.

# 206. Administrative Adjustments

## A. Purpose and Intent

The purpose and intent of this section is to provide an administrative mechanism for allowing minor adjustments to limited and specific requirements of the Center City Form-Based Code, with the intent of providing relief where the application of a standard creates practical difficulties in allowing DEVELOPMENT to proceed. These adjustments are intended to provide relief for minor construction/survey issues; they are not intended for deviations from the CCFBC, like those governed by *Appendix A and B*. This optional process occurs only where an applicant requests an Administrative Adjustment to a standard specified below.

## B. Administrative Adjustment Application and Review Procedure

1. An application for approval of an Administrative Adjustment shall include:
  - a. A brief narrative describing the Administrative Adjustment sought;
  - b. A completed Administrative Adjustment Checklist, the form of which shall be developed, maintained, and made available by the Director, demonstrating that the adjustment sought is limited to the standards set forth below; and
  - c. Any other documents and/or materials required by the Director to determine that the adjustment sought is limited to the standards set forth below.
2. The Director may seek assistance from the DRT in making a determination under this Section.
3. Within ten (10) business days of receipt of a complete application, the Director shall review the application in accordance with the

Administrative Adjustment Standards below, and take one of the following actions:

- a. Approve the application as submitted;
- b. Approve the application with conditions; or
- c. Deny the application.

### C. Administrative Adjustment Standards

The Director is authorized to approve Administrative Adjustment applications in strict conformance with the following standards only:

#### 1. Height

- a. Minimum and maximum height - up to five percent (5%) for any cumulative increase or decrease in building height.
- b. STREET WALL/fence requirements – up to ten percent (10%).
- c. Finished floor elevation – up to five percent (5%).

#### 2. Siting

- a. REQUIRED BUILDING LINE – move forward up to six (6) inches.
- b. REQUIRED BUILDING LINE – move backward up to three (3) feet. Applicant must submit landscaping or BALCONY plan.
- c. REQUIRED BUILDING LINE minimum percentage built-to – reduction of up to five percent (5%) of required length.
- d. PARKING SETBACK LINE – move forward up to six (6) feet.
- e. Mezzanine floor area – up to ten percent (10%) additional area.
- f. STREET WALL requirements – up to ten percent (10%) of the height/ FENESTRATION/access gate requirements.
- g. Entrances (maximum average spacing) – up to ten percent (10%) increase in spacing.

#### 3. Elements

- a. FENESTRATION (minimum and maximum percent) – up to five percent (5%).
- b. Elements (minimum and maximum projections) – up to five percent (5%).

#### 4. Streets, Blocks and Alleys

Street center lines may be moved up to 50 feet in either direction, so long as:

- a. the street connectivity is maintained (no cul-de-sacs);
- b. no street intersection occurs within 125 feet of another street intersection; and
- c. the BLOCK configuration meets the standards defined in *Section 301.D*.

### D. Unlisted FBC Standards

Any request for relief from a required FBC standard other than those listed above shall be made through the CCPUD procedures set forth in *Appendix*



*A Appendices A and B. (See also Section 207 below.)*

**E. Applicability**

Any Administrative Adjustment approved under this Section shall run with the land and not be affected by a change in ownership.

**207. Amendments to the Center City FBC**

**A. Text Amendments**

Any application for an amendment to the FBC text shall be considered an application for a zoning text amendment subject to *Section 22:442.1* of the Zoning Ordinance and any other regulations applicable to zoning text amendments.

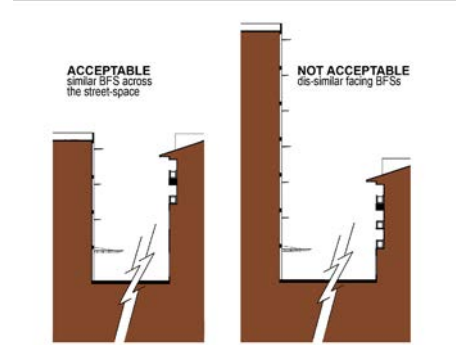
**B. Regulating Plan Amendments**

Any application for an amendment to the Center City REGULATING PLAN shall be considered an application for a zoning map amendment subject to *Zoning Ordinance Sections 22:442.1 - Amendments* and any other regulations applicable to rezoning.

~~In addition, any amendment to the REGULATING PLAN shall conform to the following requirements:~~

~~1. Change of Building Form Standards (BFS)~~

~~In determining the allocation and, thereby, the form and mixed-use character of the district, attention must be paid to both the physical context (what goes next to what) and diversity of allowed/required uses. When amending the BFS on the REGULATING PLAN, the following standards apply when determining which BFS can share common or rear lot lines, be separated by an ALLEY, or face across the STREET-SPACE (see *Illustration 207.B.1* for the latter).~~



207.B.1 Illustrative intent

BFS Frontages	Urban Storefront	Urban General	Townhouse/ Small Apt	Neighborhood Middle	Detached
Urban Storefront	d	d	a,b,c	a,b,c	a
Urban General	d	d	d	d	a
Townhouse/Small Apt	a,b,c	d	d	d	d (Townhouse Form Only)
Neighborhood Middle	a,b,c	d	d	d	a,b,c
Detached	<b>REMOVE</b>		Townhouse form Only)	a,b,c	d
<i>BFS Frontages may be adjacent to other as per the parameters below:</i>					
a. When separated by an ALLEY or rear lot line, or when fronting different streets (i.e. a corner lot and its adjacent lot).					
b. When sharing a COMMON LOT LINE. Such changes must be consistent with both sides of the street and must not occur more than once per 150 linear feet of STREET FRONTAGE.					
c. When facing across a SQUARE or CIVIC GREEN.					
d. When facing and/or in any adjacency.					

*207.B.1.b Chart of Permitted Adjacencies for the Building Form Standards*

- a. ~~CIVIC USE BUILDINGS (sites designated on the REGULATING PLAN) are not restricted by these standards.~~
- b. ~~See Chart 207.B.1 (below) for the BUILDING FORM STANDARD permitted adjacencies.~~

## 2. Changes to Streets, Blocks, Alleys

Any amended REGULATING PLAN shall conform to the standards defined in Section 301.

## 208. Non-Conforming Structures and Uses

- A. Non-conforming structures.** ~~NON-CONFORMING STRUCTURES~~ within the CC Form District may **only** be altered ~~or repaired~~ according to the following **schedule**:
- 1. Repair and Remodeling.** ~~Repairs, and remodeling, and additions to~~ of the structures which do not affect the structure's footprint may be made in conformance with an applicable ~~LEGACY ZONING DISTRICT, the previous base zoning district (immediately prior to CCFBC adoption)~~ ~~so long as the addition is not greater than 50% of the square footage of a non-conforming structure.~~
  - 2. Additions.** An addition to a ~~NON-CONFORMING STRUCTURE~~ is permissible as long as:
    - a. The structure occupying the original footprint of the structure is not demolished and remains occupied in substantially the same manner as prior to the addition; and
    - b. The overall size of the structure does not increase by more than 50% of the square footage of the ~~NON-CONFORMING STRUCTURE~~.
  - 3. Destruction and Replacement.**
    - a. Destruction Generally Not Permitted.** Destruction of a ~~NON-CONFORMING STRUCTURE~~ in a manner not specifically allowed by subpart (b) below will destroy the legal non-conforming status of the structure and any ~~NON-CONFORMING USES~~ carried on within the ~~NON-CONFORMING STRUCTURE~~, thus initiating complete application of the CCFBC to the subject property(ies) going forward.
    - b. Generally.** ~~NON-CONFORMING STRUCTURES~~ destroyed by fire, explosion, act of God, or the public enemy may be:
      - (i) replaced with a ~~NON-CONFORMING STRUCTURE~~ of comparable height and siting as set forth in subpart (c) below;
      - (ii) ~~REDEVELOPED~~ following the CCFBC standards; or
      - (iii) follow the CCPUD process established in *Appendices A and B*.
    - c. Replacing a NON-CONFORMING STRUCTURE.**
      - (i) All ~~NON-CONFORMING STRUCTURES~~ destroyed as set out in subpart (b) above may be replaced in conformance with a ~~LEGACY ZONING DISTRICT~~ only by a ~~NON-CONFORMING STRUCTURE~~ of comparable footprint, height and siting.

(ii) Additionally, single-family, duplex and residential accessory ~~NON-CONFORMING STRUCTURES structures~~ destroyed by fire, explosion, act of God, or the public enemy may be replaced in conformance with a ~~LEGACY ZONING DISTRICT~~ ~~the previous residential base zoning district (immediately prior to CCFBC adoption)~~ so long as the ~~NON-CONFORMING STRUCTURE structure~~ is not converted to another ~~non-conforming use~~ ~~NON-CONFORMING USE~~ or expanded beyond the footprint of the destroyed ~~NON-CONFORMING STRUCTURE structure~~.

4. ~~Existing structures destroyed by fire, explosion, act of God, or the public enemy may be replaced with a structure of comparable height and siting; redeveloped following the CCFBC standards, or follow the process established in Appendix A.~~
5. **Non-Conforming Signage.** ~~NON-CONFORMING STRUCTURES~~ may utilize existing non-conforming signage materials and framework, and may alter the content of such non-conforming signage in compliance with the ~~LEGACY ZONING DISTRICT~~. However, where non-conforming signage materials or framework are substantially altered, replaced or substituted, or where additional signage is sought, all signage must then comply with the provisions of the CCFBC. A ~~NON-CONFORMING STRUCTURE~~ may comply with CCFBC signage regulations, as required herein, without otherwise destroying its status as a ~~NON-CONFORMING STRUCTURE~~ herein.

## B. NON-CONFORMING USES

1. **Generally.** Permitted uses and Development Standards in applicable ~~LEGACY ZONING DISTRICTS~~ may continue and be carried on in ~~NON-CONFORMING STRUCTURES~~, even where the CCFBC, see *Part 7, Section 702. Use Table*, would apply Additional Regulations that cannot be satisfied.
2. **CCFBC Uses in NON-CONFORMING STRUCTURES.** Uses permitted within the CCFBC, and which cannot be found in a property's applicable ~~LEGACY ZONING DISTRICT~~, are permitted in ~~NON-CONFORMING STRUCTURES~~, and will not result in a destruction of legal non-conforming status.
3. **Other Uses.** Where a use is not permitted as a matter of right by a ~~LEGACY ZONING DISTRICT~~, or otherwise allowed by CCFBC, an applicant may:
  - a. REDEVELOP following the CCFBC standards; or
  - b. Follow the CCPUD process established in *Appendices A and B*.

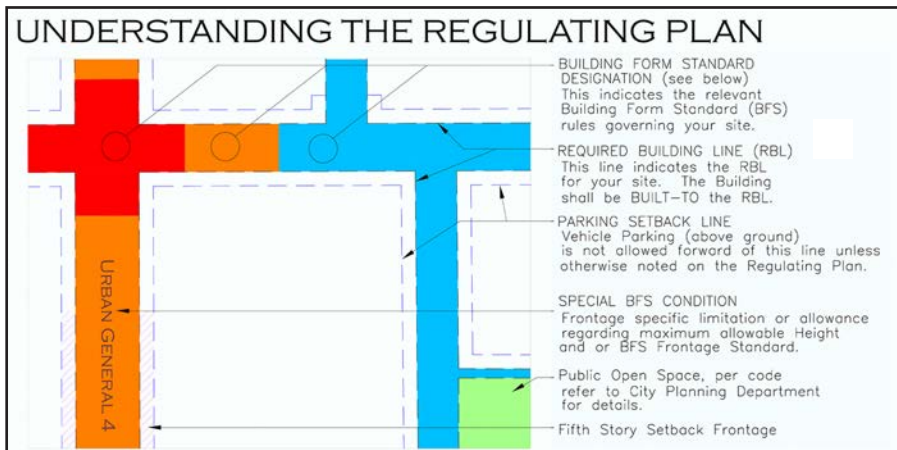
## Part 3. The Regulating Plan

### 301. Rules for Regulating Plans

#### A. Purpose and Intent

1. The REGULATING PLAN is the controlling document and principal tool for implementing the Center City Form-Based Code (CCFBC).
2. The REGULATING PLAN makes the DEVELOPMENT standards place-specific, by designating the BUILDING FORM STANDARDS (BFS) and delineating the public spaces. The REGULATING PLAN identifies: the boundaries for the district; existing and proposed streets and ALLEYS; the REQUIRED BUILDING LINE and PARKING SETBACK LINE throughout the plan area.
3. The REGULATING PLAN may identify specific characteristics assigned to a lot or building site and may identify additional regulations (and opportunities) for lots in specific locations, as well as exceptions to the BFS or other standards.

#### B. Regulating Plan Key



## C. Building Form Standards (BFS) on the Regulating Plan

- a. BUILDING FORM STANDARDS are designated on the REGULATING PLAN by STREET FRONTAGE.
- b. The allocation and distribution of BFS frontages—which define the form and character of the district—was based on the *Center City Vision Plan* and determined by the physical context (what goes next to what) and diversity of allowed/required uses.

## D. Streets, Blocks & Alleys on the Regulating Plan

### 1. Streets

Recommended street configurations called out in *Part 5. Urban Space Standards* or on the REGULATING PLAN may or may not be immediately constructed. They should be placed into the system such that, when reasonable for the City's street maintenance/reconstruction plan, they can be rationally constructed.

- a. Additional streets may be added to the REGULATING PLAN to create a smaller BLOCK pattern; however, no streets may be deleted without being replaced elsewhere within the district.
- b. Where new ALLEYS OR PEDESTRIAN PATHWAYS are designated on the REGULATING PLAN, they are critical to the working of the CC Form District and shall be considered mandatory. While the street infrastructure may not be constructed until some point in the future, the RBL, and other regulations of the REGULATING PLAN shall be respected.
- c. New ALLEYS OR PEDESTRIAN PATHWAYS shall be public or publicly accessible.
- d. All lots shall share a frontage line with a STREET-SPACE.

### 2. Blocks

#### a. Maximum Size:

No BLOCK FACE shall have a length greater than 300 feet without an ALLEY, access easement, or PEDESTRIAN PATHWAY providing through-access to another STREET-SPACE, ALLEY OR COMMON DRIVE. Individual lots with less than 100 feet of STREET FRONTAGE are exempt from the requirement to interrupt the BLOCK FACE; those with over 200 feet of STREET FRONTAGE shall meet the requirement within their lot, unless already satisfied within that BLOCK FACE.

#### b. Curb Cuts:

- (i) Unless otherwise specified on the REGULATING PLAN, no new curb cuts are permitted.
- (ii) For lots with ALLEY access, existing curb cuts shall be eliminated/vacated at the time of REDEVELOPMENT.
- (iii) For lots without ALLEY access, existing curb cuts may be maintained or relocated.
- (iv) Where a parking structure is being provided with at least 30% of its spaces publicly available, existing curb cuts may be relocated (even if the lot has ALLEY access.)

### 3. Alleys

- a. ALLEYS or COMMON DRIVES must provide access to the rear of all lots, except where a lot has streets on three sides and the absence of an ALLEY or COMMON DRIVE would not deprive an adjacent neighbor of rear lot access.
- b. For new ALLEYS (or COMMON DRIVES), public access, public utility, and drainage shall be dedicated via an easement.
- c. ALLEYS may be incorporated into (rear) parking lots as standard drive aisles. Access to all properties adjacent shall be maintained.
- d. Where an ALLEY does not exist but is identified on the REGULATING PLAN and it is not feasible to construct at the time of REDEVELOPMENT, no permanent structure shall be constructed within the proposed ALLEY right-of-way. The applicant is required to dedicate the ALLEY right-of-way within the rear setback to the City (for future construction) and maintain the area within the rear setback by, at a minimum:
  - (i) Providing routine landscape maintenance to the area.
  - (ii) Keeping the area clear of debris, stored materials, and stored or parked vehicles.

### 4. Changes to Regulating Plan

Any amendment or change to the REGULATING PLAN, beyond those specified in ~~this~~ Section 301.D. above, will be a zoning map amendment of this Code. See Section 207.B.

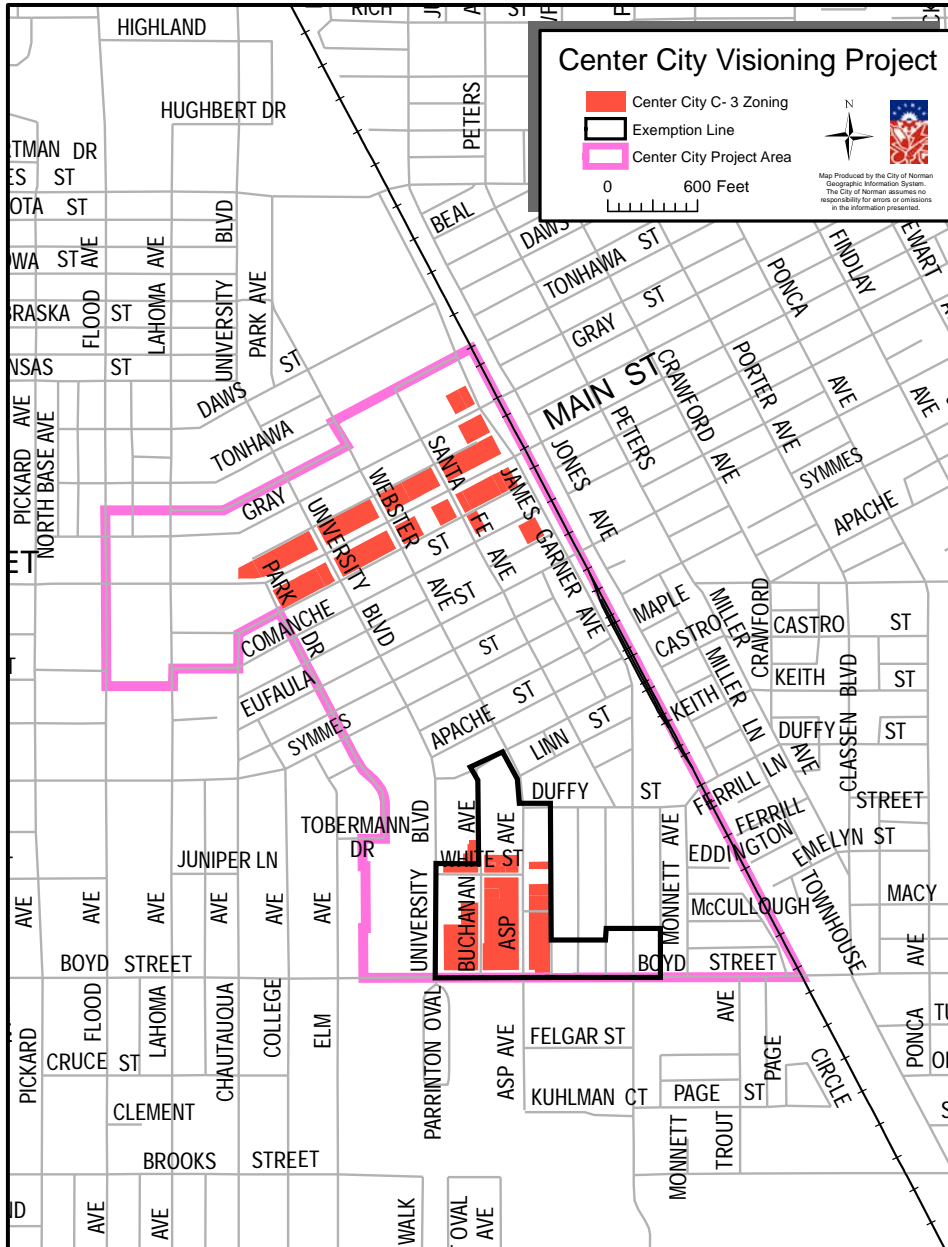
## E. Special Site Conditions in the Center City Form District

1. Some building height and parking requirements of this Code are not applicable to properties zoned C-3 at the time of CCFBC adoption. (See Part 4. Building Form Standards, Sections 403 & 404, and Part 6. Parking, Section 603.A. for specific exemptions, and Section 302. Illustrative Form District Map, below, for the applicable parcels.)
2. The following conditions are identified by numbered asterisks (\*) on the REGULATING PLAN. They may require additional performance standards or provide additional DEVELOPMENT opportunities due to their unique context.
  - a. (\*1) Located on Jenkins at the transition from the excluded Campus Corner area to **Townhouse/Small Apartment Urban Residential** frontage. Existing building form and use (at the time of CCFBC adoption) is that of strip commercial. Future REDEVELOPMENT may continue the range of uses.
  - b. (\*2) Located on Webster at Apache. Existing historic building form is that of neighborhood commercial. Future REDEVELOPMENT may continue commercial use if existing buildings are maintained without expansion or new DEVELOPMENT remains within the limit of the existing building footprint and height at the time of CCFBC adoption.

- c. (\*3) Located on Park Drive. REQUIRED BUILDING LINE (RBL) is a “zone” as defined on the REGULATING PLAN. This is to accommodate the small lot/tightly curving Detached Frontage.)
- d. ~~(\*4) Located on James Garner between Eufala and Symmes. This location was identified in the *Norman Center City Vision Plan* as a potential Farmers Market site. Market structures should be permitted forward of RBL to Parking Lane. Additional adjustments to RBL may be warranted.~~
- e. (\*54) Located off University behind Boyd House. The lot building limit provides a ‘no structures’ area; an additional 30-foot deep zone designated with a cross-hatch on the REGULATING PLAN establishes an additional buffer area wherein the maximum height for any structure is 30 feet.

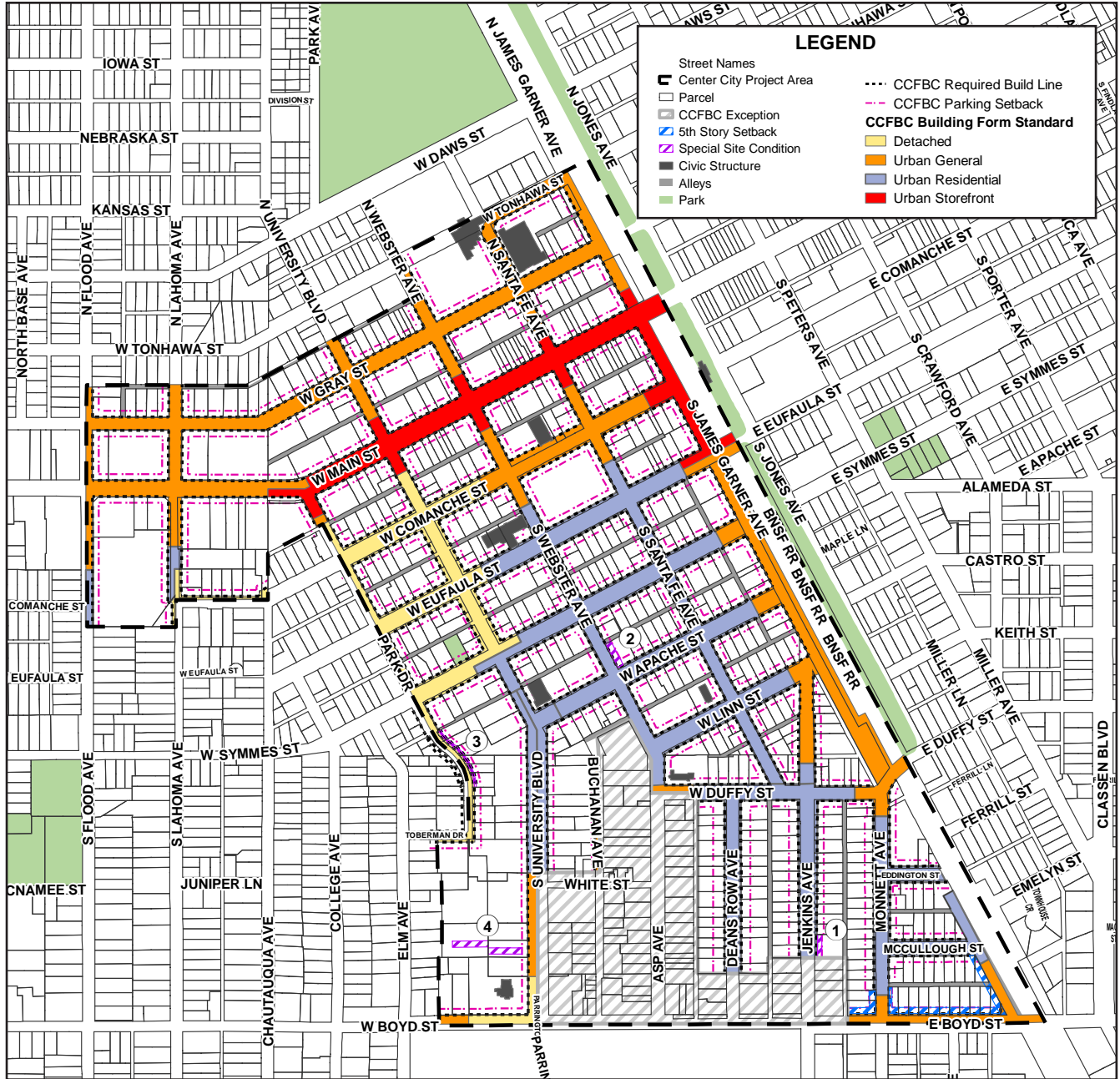
### 302. Illustrative Form District Maps

#### 302.A. Center City Visioning Map





### 302.B. Center City Regulating Plan Map



*Note: These versions of the Center City Form District Map and Regulating Plan are shown for illustrative purposes only. A large-scale version of the adopted Map and REGULATING PLAN can be found at: [www.normanok.gov/planning/norman-center-city-vision](http://www.normanok.gov/planning/norman-center-city-vision). Contact the Planning and Community Development Department for further information about the Center City Form District and REGULATING PLAN. (Individual BFS may establish superceding RBL requirements.)*

### 302.C. Center City Maximum Building Height Map



Note: Properties with C-3 zoning at the time of CCFBC adoption are exempt from maximum building height limitations. (See Center City Visioning Map (Page 1615) for applicable parcels.)

### 302.D. Center City Unit Minimum Map



*Note: This version of the Center City Unit Minimum Map is shown for illustrative purposes only. There is no unit maximum requirement except for Detached Frontage.*

## Part 4. Building Form Standards

### 401. Intent

- A. The goal of the BUILDING FORM STANDARDS (BFS) is the creation of a vital, and coherent public realm through the creation of good STREET-SPACE. The intent of these form standards is to shape the STREET-SPACE—the specific physical and functional character—of the Center City Form District. The form and function controls on building frontages work together to frame the STREET-SPACE while allowing the buildings greater latitude behind their FACADES. The BUILDING FORM STANDARDS aim for the minimum level of control necessary to meet this goal.
- B. The BFS set the basic parameters governing building construction, including the building envelope (in three dimensions) and certain required or permitted functional elements, ~~such as FENESTRATION (windows and doors), STOOPS, BALCONIES, FRONT PORCHES, and STREET WALLS.~~
- C. The BFS establish the rules for DEVELOPMENT and REDEVELOPMENT on private lots, unless otherwise indicated on the REGULATING PLAN.
- D. The REGULATING PLAN identifies the BUILDING FORM STANDARD for all private building sites within the CC Form District.
- E. These BFS establish a range of DEVELOPMENT intensity and character within the CC Form District specific to each individual frontage, beginning in *Section 403*. The BFS frontages are:
  1. Urban General [Frontage, Section 403](#)
  2. Urban Storefront [Frontage, Section 404](#)
  3. Urban Residential [Frontage, Section 404](#)
  4. ~~Townhouse/Small Apartment~~
  5. ~~Neighborhood Middle Frontage~~
  6. Detached [Frontage, Section 405](#)

### 402. General Provisions

The following apply to all BFS, unless expressly stated otherwise within an individual BFS or otherwise designated on the REGULATING PLAN.

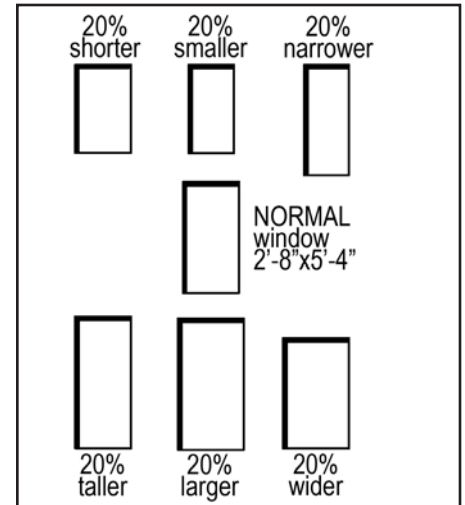
#### A. Frontage Transitions

When the BFS designation shown on the REGULATING PLAN changes along a property's REQUIRED BUILDING LINE (RBL), that property owner has the option, for that property's STREET FRONTAGE only, of applying either BFS for a maximum additional distance of 50 feet, from the transition point shown on the REGULATING PLAN, in either direction along that RBL.

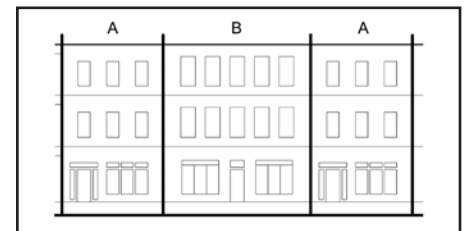
#### B. Façade Composition

1. "FAÇADE COMPOSITION" is the arrangement and proportion of FACADE materials and elements (windows, doors, columns, pilasters, bays).

- a. Each FACADE COMPOSITION shall include a functioning street entry door. (Only applies to STREET FRONTAGE that is the same as the street address.)
  - b. Individual infill projects on lots with STREET FRONTAGE of less than 100 feet on a BLOCK FACE are exempted from the overall FACADE composition requirement for that BLOCK FACE, but shall still include a functioning street entry. This requirement may be satisfied for large footprint uses, such as large grocery stores, through the use of LINER SHOPS.
2. “COMPLETE AND DISCRETE” distinguishes one part of the FACADE from another to break down the perceived scale of large buildings and provide a better pedestrian experience.
- a. For each BLOCK FACE, FACADES along the RBL shall present a COMPLETE AND DISCRETE VERTICAL FACADE COMPOSITION TO maintain and/or create the pedestrian-scale for the STREET-SPACE, at no greater than the following average STREET FRONTAGE lengths:
    - (i) 60 feet for Urban Storefront frontage sites;
    - (ii) 75 feet for Urban General and Urban Residential.
    - (iii) A longer FACADE COMPOSITION may be presented, as long as smaller compositions appear within the same BLOCK FACE in order to achieve the above-stated average.
  - b. To achieve a COMPLETE AND DISCRETE VERTICAL FACADE COMPOSITION (*Item 2* above) within a STREET FRONTAGE requires, at a minimum, *Item i* and at least two additional *Items ii-v*, below:
    - (i) Clearly different GROUND STORY FACADE composition (both framing materials and FENESTRATION proportions) from one bay to the next.
    - (ii) FENESTRATION proportions differing at least 20 percent in height or width or height:width ratio. (*See figure 402.B.2.b.ii.*)
    - (iii) At least two different bay configurations. (*See figure 402.B.2.b.iii.*)
    - (iv) Change in wall material (changes in paint color are insufficient).
    - (v) Change in total FENESTRATION percentage (minimum difference 12 percent; ground floor FACADES are not included).
3. ~~Each FACADE COMPOSITION shall include a functioning street entry door. (Only applies to STREET FRONTAGE that is the same as the street address.)~~
4. ~~Individual infill projects on lots with STREET FRONTAGE of less than 100 feet on a BLOCK FACE are exempted from the overall FACADE composition requirement for that BLOCK FACE, but shall still include a functioning street entry. This requirement may be satisfied for large footprint uses, such as large grocery stores, through the use of LINER SHOPS.~~
5. ~~To achieve a COMPLETE AND DISCRETE VERTICAL FACADE COMPOSITION (*Item 2* above) within a STREET FRONTAGE requires, at a minimum, *Item a* and at least two additional *Items b-e*, below:~~



402.B.52.b.ii. Facade Composition illustrative intent



402.B.52.eb.iii. Facade composition illustrative intent

- a. Clearly different GROUND STORY FAÇADE composition (both framing materials and FENESTRATION proportions) from one bay to the next.
- b. FENESTRATION proportions differing at least 20 percent in height or width or height:width ratio. (See figure 402.B.5.b.)
- c. At least two different bay configurations. (See figure 402.B.5.c.)
- d. Change in wall material (changes in paint color are insufficient).
- e. Change in total FENESTRATION percentage (minimum difference 12 percent; ground floor FAÇADES are not included).

**C. Building Size**

The maximum footprint for a building is 25,000 gross square feet; for buildings beyond that limit, see *Appendix Appendices A and B*. This shall not limit parking structures built according to the standards of this Code.

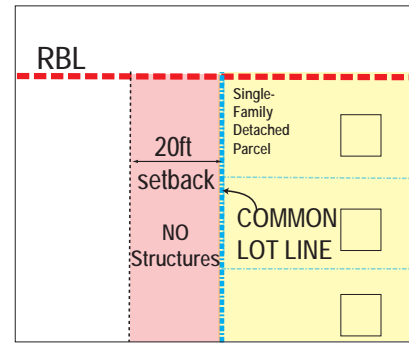
**D. Neighborhood Manners**

For the Urban General, Urban Storefront, and Urban Residential BFS frontages, the following rules apply:

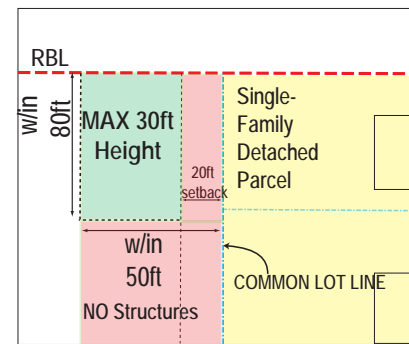
1. Where a site shares a COMMON LOT LINE with a Detached BFS frontage lot within the City Center Form District or an R-1 lot adjacent to the western boundary of the District:
  - a. There shall be at least a 20 foot setback from the COMMON LOT LINE. (See figure 402.D.1.a.)
  - b. Within 50 feet of the COMMON LOT LINE, and within 80 feet of any RBL, any structures shall have a maximum height of 30 feet. This requirement supersedes the minimum STORY requirement. (See figure 402.D.1.b-c.)
  - c. Farther than 80 feet from any RBL, there shall be an additional 30 foot setback (for a total of 50 feet) from the COMMON LOT LINE for all structures. Surface parking is allowed. (See figure 402.D.1.b-c.)
2. Where a site has a COMMON LOT LINE with a Detached BFS frontage lot within the City Center District or an R-1 lot adjacent to the District, a GARDEN WALL, 4 to 6 feet in height, shall be constructed within one (1) foot of the COMMON LOT LINE. Trees from the Street Tree List shall be planted, on maximum 30-foot centers, within 10 feet of this wall.

**E. Height**

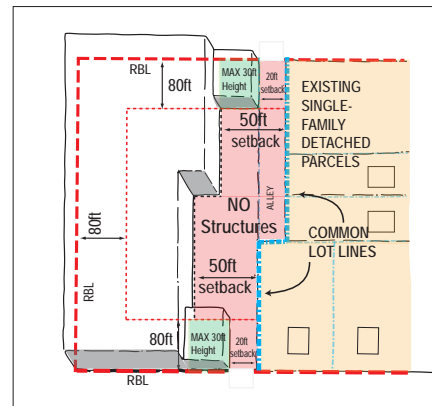
1. The height of all buildings is measured in STORIES, with an ultimate limit in feet, measured from the average fronting public sidewalk elevation to the top of the wall plate, unless otherwise specified in the individual BFS.
2. The minimum FAÇADE height that is required at the RBL is shown on the individual BFS.
3. The ceiling of an ENGLISH BASEMENT is at least 3 feet above sidewalk grade with windows above grade. ENGLISH BASEMENT units do not count against the STORY height limit but do count against the ultimate height measurement.
4. An ATTIC STORY is not included in the building height measurement.



402.D.1.a. Neighborhood Manners -- Required setback



402.D.1.b. Neighborhood Manners -- Height limitations and required setbacks

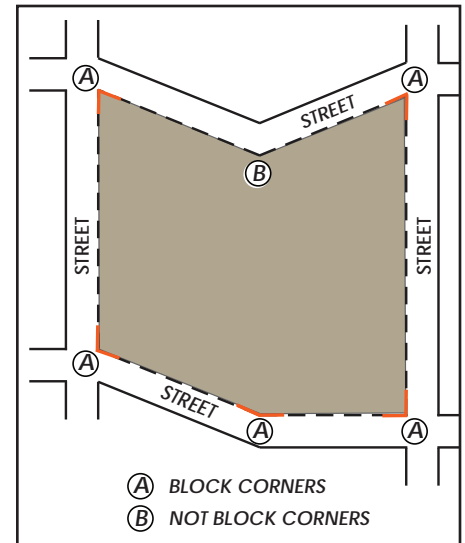


402.D.1.c. Neighborhood Manners -- Limitations on buildable envelope

5. MEZZANINES that have a floor area greater than 1/3rd of the floor area of the STORY in which they are located shall count as an additional full STORY in the building height measurement.
6. At least 80% of each STORY shall meet the minimum CLEAR HEIGHT prescribed in the individual BFS.
7. The GROUND STORY finished floor elevation requirements shall be measured at two points:
  - a. from the average exterior public sidewalk elevation at the RBL, and
  - b. within 30 feet of any RBL.

## F. Siting

1. Building FACADES shall be built to the RBL as prescribed in the BFS. Single parcels with varied RBLs may select a single RBL and build to that designation.
2. The building FAÇADE shall be built to the RBL within the first 30 feet of a BLOCK CORNER, unless otherwise specified in the BFS. (See figure 402.F.2.)
3. The RBL, designated on REGULATING PLAN as an absolute line, incorporates an offset area (or depth) of 24 inches behind that line (into the BUILDABLE AREA) allowing for jogs, FAÇADE articulation, etc. unless otherwise designated herein. Therefore, where the FAÇADE is placed within that 24-inch zone, it is considered to be “built to” the RBL.
4. Where a STREET WALL is required, it shall be located along any RBL frontage that is not otherwise occupied by a building.
5. Buildings may only occupy that portion of the lot specified as the BUILDABLE AREA—the area behind the RBL as designated by the BFS.
6. No part of any building may be located outside of the BUILDABLE AREA except overhanging eaves, AWNINGS, BALCONIES, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, or handicapped ramps approved by the Director. STOOPS, steps, and ramps shall not be located within the CLEAR WALKWAY. Where workable, for appropriate COMMERCE and RETAIL uses, temporary displays or cafe seating may be placed in the DOORYARD.
7. There is no required setback from ALLEYS (or COMMON DRIVES) except as otherwise indicated on the individual BFS. On lots without ALLEY access, there shall be a minimum 15-foot setback from the rear lot line.
8. ~~There are no side lot setbacks, except as specified in Section D. Neighborhood Manners (above) or in the individual BFS. However, all structures are nonetheless subject to applicable building and fire codes. (See Section 104.)~~
9. The PARKING SETBACK LINE is generally 30 feet behind the RBL and extends, vertically from the first floor level, as a plane unless otherwise indicated on the REGULATING PLAN or in the individual BFS. Vehicle parking shall be located behind the PARKING SETBACK LINE, except where



402.F.2. Block Corner diagram

parking is provided below grade, on-street, or otherwise indicated on the REGULATING PLAN.

- 10. All lots, including CORNER LOTS and through lots, shall satisfy the build-to requirements for all their RBL frontages, and the DOORYARD and/ or FRONT YARD requirements for each designated BFS, unless otherwise specified in this Code.

### G. Private Open Area

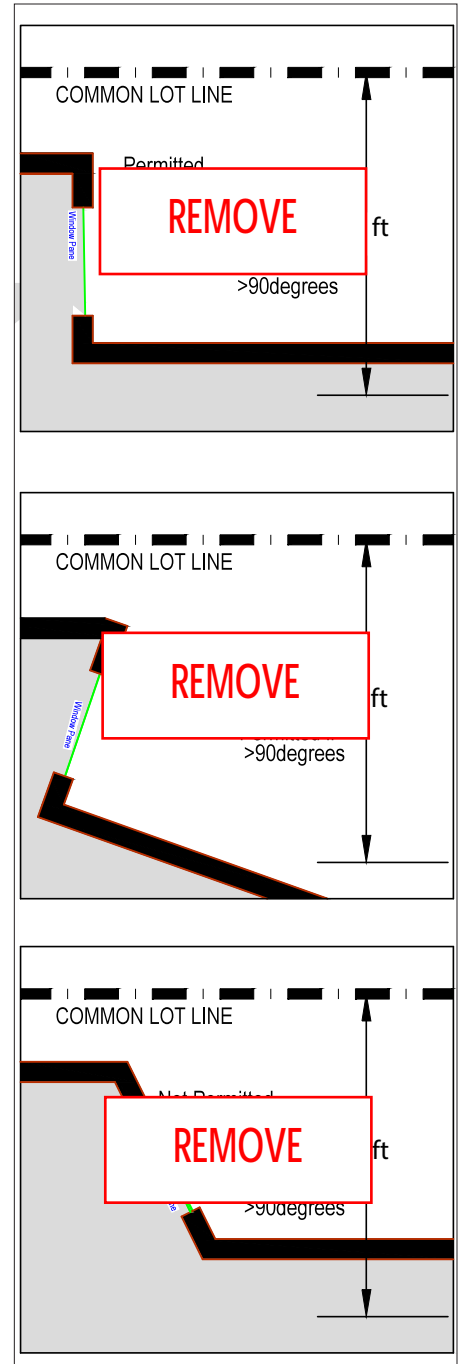
- 1. Any required PRIVATE OPEN AREA located on the ground shall have at least 1 tree per 800 square feet, of at least 2.5 inches in diameter at designated breast height (DBH) and at least 10 feet in overall height. Where new trees are planted to meet this requirement, they shall be no closer than five feet to any COMMON LOT LINE. Urban General, Urban Storefront, and Urban Residential lots that are reusing existing structures (without expansion) are exempt from this requirement.
- 2. Species must be selected from a list approved by the Director or their designee. Trees listed on the Norman Invasive Species list are prohibited from private open areas.

### H. Garage and Parking

- 1. Curb cuts or driveways, except those along ALLEYS, shall be located at least 75 feet away from any BLOCK CORNER or parking structure entry on the same BLOCK FACE.
- 2. No portion of a parking structure (except for elevator penthouses) shall exceed the individual BFS ultimate building height in feet; however:
  - a. a parking structure may include additional levels of parking in excess of the building height limit in STORIES, and
  - b. parking on the open, roof level is permitted.
- 3. Any portion of a parking structure within 20 feet of a building constructed under this Code shall not exceed 40 feet or that building's primary ridge or parapet height, whichever is greater.

### I. Elements

- 1. FENESTRATION is regulated as a percentage of the FAÇADE between floor levels. It is measured as glass area (including mullions and similar window frame elements with a dimension less than one inch) and/or as open area.
- 2. FENESTRATION shall be distributed such that no 30-foot square section of a FAÇADE violates the BFS percentage parameters.
- 3. Unless otherwise designated in the individual BFS, no window may be at an angle of less than 90 degrees from a COMMON LOT LINE within 3+0 feet, unless:
  - a. That view is contained within the lot (e.g. by a PRIVACY FENCE/ GARDEN WALL, opaque glass), or
  - b. The sill is at least 6 feet above its finished floor level.



402.1.3. Common Lot Line privacy diagrams



4. No part of any building may project forward of the RBL except overhanging eaves, AWNINGS, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, BALCONIES, or handicapped ramps approved by the Director.
5. GROUND STORY AWNINGS shall maintain a minimum horizontal clearance of 1 foot from any point where the TREE LAWN meets the CLEAR WALKWAY and shall maintain a CLEAR HEIGHT of at least 10 feet above the CLEAR WALKWAY.
6. BALCONIES may not project within 5 feet of a COMMON LOT LINE. Balconies may encroach within the public right-of-way, subject to the issuance of applicable permits and required permissions.
7. Where an individual BFS includes BALCONIES as a method for achieving the required PRIVATE OPEN AREA, the BALCONY: shall not otherwise be enclosed above a height of 42 inches, except with insect screening and/or columns/posts supporting a roof or connecting with another BALCONY above.
  - a. ~~shall be enclosed by balustrades, railings, or other means that block at least 55 percent of the view through them;~~
  - b. ~~shall not otherwise be enclosed above a height of 42 inches, except with insect screening and/or columns/posts supporting a roof or connecting with another BALCONY above; and~~
  - c. ~~shall be roofed.~~
8. BAY WINDOWS shall have an interior clear width of between four and eight feet at the main wall. BAY WINDOWS shall project no more than 42 inches beyond the RBL.
9. ATTIC STORIES are permitted within all BFS frontages.
  - a. On the RBL/FACADE side of the roof pitch (BLOCK interior elevations are not restricted) ATTIC STORY windows may only be located in DORMERS and/or gable-ends.
  - b. ATTIC STORY DORMERS are permitted so long as they do not break the primary eave line, are individually less than 15 feet wide, and their collective width is not more than 60 percent of the RBL FACADE length.
  - c. An ATTIC STORY may not occupy an area greater than 75% of the floor area of the STORY immediately below.
  - d. ATTIC STORIES meeting the above standards do not count against the maximum building height in feet or STORIES.
10. At least one functioning entry door shall be provided along each GROUND STORY FAÇADE. No GROUND STORY FACADE may include a section of greater than 75 feet without a functioning entry door, unless otherwise specified in the BFS. (Only applies to STREET FRONTAGE that is the same as the street address.) A FACADE entry door is not required for any DWELLING UNIT with an entry door in a frontage-facing courtyard.
11. All required FRONT PORCHES shall be completely covered by a roof. FRONT PORCHES may be screened when all architectural elements (columns, railings, etc.) occur on the outside of the screen on the side facing the STREET-SPACE. The finished FRONT PORCH floor height shall be no more than 8 inches below the first interior finished floor level of the

building to which it is attached. FRONT PORCHES shall not extend past the DOORYARD into the CLEAR WALKWAY.

12. The finished STOOP floor height shall be no more than 8 inches below the first interior finished floor level of the building to which it is attached. STOOPS shall not extend past the DOORYARD into the CLEAR WALKWAY.
13. PRIVACY FENCES may be constructed along COMMON LOT LINES behind the RBL, and along ALLEYS. PRIVACY FENCES shall have a maximum height of 8 feet.

## J. Architectural Materials (exteriors)

The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate are encouraged. Innovative, energy-efficient materials detailed appropriate to a pedestrian-scaled urban environment are encouraged. The following materials are prohibited:

1. Any lap siding except natural wood or cementitious fiber board.
2. Composition roofing shingles used as a wall material
3. Exposed fastener metal panels
4. Artificial stucco or EIFS, except high impact quality

## K. Roof Configurations

Where CLEARLY VISIBLE FROM THE STREET-SPACE, pitched roofs, exclusive of roofs behind parapet walls, shall be pitched between 4:12 and 12:12. Shed roofs, attached to the main structure, shall be pitched between 3:12 and 8:12. (See *Section 402.O* for standards for screening mechanical equipment.)

## L. Building Functions

~~Allowable uses for GROUND STORIES and upper STORIES are identified in each BFS. Additional use standards are provided in Part 7 Building Function Standards.~~

## M. Civic Use Buildings

When CIVIC USE BUILDINGS are designated on the REGULATING PLAN, they are exempt from the BFS provisions except those required under *Section 402.D. 1-2 Neighborhood Manners (above.)*

## N. Signage

The standards in this section, *NM. Signage*, apply in the Urban General, Urban Storefront, and Urban Residential frontages and supersede *Chapter 18 (Sign Code)* of the *Norman Municipal Code* in the areas so designated.

### 1. Intent and Guiding Illustrations

Signs along commercial and mixed-use frontages should be clear, informative and should weather well. Signage is desirable for advertising shops and offices, and as decoration. Signs should be scaled to the District: mixed-use, pedestrian-oriented, with slow-moving automobile traffic. Signage that is glaring or too large creates distraction, intrudes into and lessens the district experience, and creates visual clutter. The photographs in this *Section 402.NM. Signage* are advisory only. ~~Refer to Sections 402.N.2. General Standards and 402.N.3. Prohibited Signs (below) for the specific requirements.~~



Wall sign



Hanging Blade sign



Painted window sign



Masonry parapet sign

## 2. General Standards

- a. Wall signs are permitted within the area between the second STORY floor line and the first floor ceiling with a horizontal band not to exceed 2 feet in height. In no case shall this band be higher than 20 feet or lower than 11 feet above the adjacent sidewalk.
- b. Letters shall not exceed 18 inches in height or width. Signs shall not come closer than 2 feet to an adjacent COMMON LOT LINE.
- c. Additionally company logos or names may be placed within this horizontal band or placed or painted within ground floor or second STORY windows.
- d. A masonry or bronze plaque bearing an owner's or building's name may be placed in the building's cornice/parapet wall or under the eaves, and above the upper STORY windows. Any such plaque shall be no larger than a rectangle of 18 square feet.
- e. Blade signs (perpendicular to the REQUIRED BUILDING LINE) not more than 5 feet wide containing a maximum of 25 square feet per side and minimum 9 feet clear height above the sidewalk may be hung from the FACADE, or from an overhang or AWNING. Vertically oriented blade signs less than 30 inches wide may contain up to 30 square feet per side. No blade sign shall extend above the FACADE at the RBL.
- f. Neon signs are allowed within SHOPFRONT windows throughout the District.
- g. No more than 25% of a shop or store window may be covered by signage.
- h. Temporary sidewalk easel signs of up to 36" in height are permitted within the DOORYARD area. They may also be considered a permitted obstruction to the sidewalk or right-of-way, with prior approval from the City.
- i. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.



Neon sign within shopfront window

## 3. Prohibited Signs

Outdoor advertising signs, roof signs, free-standing pole signs, monument signs, any kind of animation, and signs painted on the exterior walls of buildings. No digital, flashing, scrolling, traveling, animated, or intermittent lighting shall be on the exterior of any building whether such lighting is of temporary or long-term duration. Portable or wheeled signs and advertising located outside any building are not allowed except as specifically allowed for in 2. h. of ~~NM~~. Signage.

## O. Lighting & Mechanical

### 1. Purpose and Intent

~~Appropriate lighting is desirable for nighttime visibility, crime deterrence, and decoration. However, lighting that is too bright or intense creates glare, hinders night vision, and creates light pollution. Every attempt should~~

be made to preserve the ambiance of the night, to conserve public funds through the use of energy-efficient lights, and to respect the privacy of neighboring properties by applying the appropriate fixtures in the correct locations. Street lights are pedestrian-scaled and should occur along all streets but “cobra-head” highway fixtures should only occur at intersections if absolutely necessary. All materials and equipment chosen for lighting fixtures should be durable to age well without demanding maintenance requirements.

Mechanical equipment is generally any Heating, Ventilation and Air Conditioning (HVAC) or electrical machinery but also includes air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and similar elements. These elements should not be located in any public areas or be CLEARLY VISIBLE FROM THE STREET-SPACE. Mechanical equipment should not detract or interfere with the pedestrian space or block the sight triangle.

## 2. Lighting Standards<sup>1</sup>

- a. Street lights shall be located between 9 feet and 12 feet above grade with a maximum average spacing (per BLOCK FACE) of 60 feet on center on Storefront frontage sites, 75 feet on Urban General frontage sites, and 100 feet on other frontage streets along the street tree alignment line on each side of the street-space and travel lanes (unless otherwise indicated on the regulating plan). Full cut-off fixtures are required; design must be approved by City staff to meet a “uniform design” within the CCFBC District.
- b. Direct light (i.e. the lighting element) shall be shielded from view from public spaces and adjoining properties.
- c. ~~All~~Any lots with ALLEYS, except for the Detached Frontage, shall have full cut-off lighting fixtures ~~within five feet of the ALLEY right-of-way~~. These fixtures shall illuminate the ALLEY, be between 9 and 16 feet in height, and not cause glare in adjacent lots.
- d. ~~Lighting elements shall be specified to proscribe those that cast an unnatural spectrum of light (such as low pressure sodium). LED, metal halide or halogen elements with a spectrum of light more perceptively natural are preferred. HID or fluorescent lights (excepting compact fluorescent bulbs that screw into standard sockets) shall not be used on the exterior of buildings. These standards may be updated by the Planning and Community Development Director as technologies advance and produce additional equivalent or better elements.~~
- e. ~~Directional lights (maximum 75-watt bulbs) may be used to illuminate, parking garages and working (maintenance) areas, but shall be shielded or aimed in such a way that they do not shine into other lots, the STREET-SPACE, or direct light out of any district. Any light used to illuminate an ALLEY shall be full cut-off.~~

<sup>1</sup> Note: Need to incorporate the preferred OG&E specifications for street light standards here.

- f. Flood or up-lighting shall not be used to illuminate private building walls or features; except that flood or up-lighting may be permitted on public or private CIVIC BUILDINGS, historic buildings, or monuments to highlight architectural features (such as church steeples or courthouse domes).
- g. Any accent lighting on private structures (except those identified in *Item fd.*, above) shall be full cut-off.
- h. Site lighting shall be of a design and height and be located so as to illuminate only the lot. An exterior lighting plan shall be approved as consistent with these standards by the Planning and Community Development Staff.
- i. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.
- j. Lighting for parking garages shall consider general Crime Prevention Through Environmental Design (CPTED) standards and guidelines.
- k. ~~Screening material and equipment does not count toward the ultimate building height limit.~~

### 3. Mechanical Equipment Standards

Mechanical equipment is generally any Heating, Ventilation and Air Conditioning (HVAC) or electrical machinery but also includes air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and similar elements. These elements should not be located in any public areas or be CLEARLY VISIBLE FROM THE STREET-SPACE. Mechanical equipment should not detract or interfere with the pedestrian space or block the sight triangle. Water storage tanks above 100 gallons must be enclosed on at least two sides by the main structure.

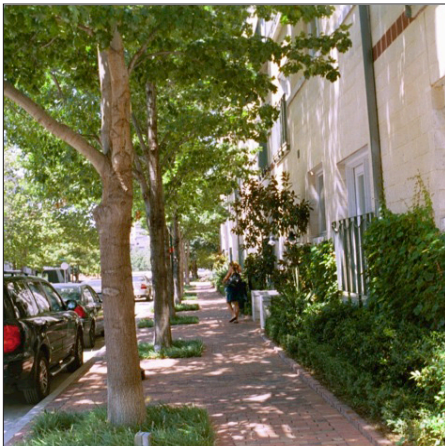
- a. Ground level equipment shall be placed behind and away from any REQUIRED BUILDING LINE, may not be stored or located within any STREET-SPACE, and shall be screened, i.e. not be CLEARLY VISIBLE FROM THE STREET-SPACE. Screening may be achieved by an approved STREET WALL or by placement behind the building or part thereof. These standards apply to: air compressors, mechanical pumps, exterior water heaters, water softeners, utility and telephone company transformers, meters or boxes, garbage cans, storage tanks, and similar equipment.
- b. Roof mounted equipment shall be placed behind and away from any REQUIRED BUILDING LINE and be screened from view from the STREET-SPACE.
  - (i) For pitched roofs, the equipment shall not be located on the roof pitch on the STREET-SPACE side.
  - (ii) For flat and/or parapet roofs, the screening shall be no more than 5 feet in height or the equipment shall be located farther than 20 feet from the REQUIRED BUILDING LINE.

# 403. Urban General Frontage

## ILLUSTRATIONS AND INTENT

*Note: These are provided as illustrations of intent. The illustrations and statements on this page are advisory only and do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of this Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

Urban General is the basic urban STREET FRONTAGE, once common across the United States. The purpose of this frontage is to develop multi-story buildings with three or more DWELLING UNITS within a single structure or ATTACHED STRUCTURES and/or mixed-use placed directly at the sidewalk or behind small DOORYARDS, and with one or more entrances and windows across the FACADE. The uses range from commercial to residential, municipal to retail and restaurants— and combinations of all of the above. There could be several buildings lined up shoulder to shoulder, filling out a BLOCK, or on smaller BLOCKS, a single building might fill the BLOCK face. This frontage is designated in the most intense areas of the Center City District and it is anticipated that there will be significant pedestrian traffic along these BLOCKS.



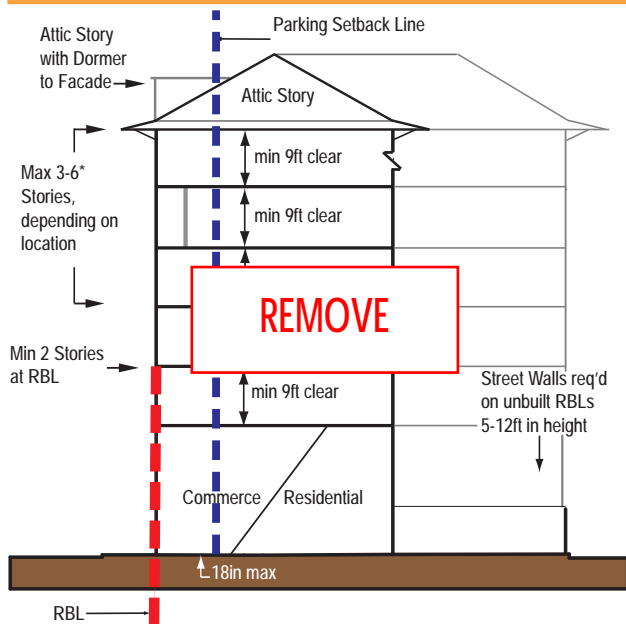


Diagram 403.a: Height

## HEIGHT

### Building Height

1. The building shall be at least 2 STORIES in height at the REQUIRED BUILDING LINE (RBL)
2. Properties with C-3 zoning at the time of CCFBC adoption are exempt from maximum building height limitations. (See Sec. 302. Illustrative Form District Map for applicable parcels.)
3. In all other locations, the building shall be no greater than:
  - a. 6 STORIES and 82 feet in height north of Eufaula Street;
  - b. 5 STORIES\* and 70 feet in height south of Eufaula Street);
  - c. 4 STORIES and 58 feet along the east side of University Boulevard and west side of Buchanan Avenue, or 3 STORIES and 46 feet along the west side of University Boulevard (See Sec. 303. Illustrative Regulating Plan).

\*Where designated on the REGULATING PLAN, the 5th STORY FACADE shall be stepped back at least 10 feet behind the RBL and no ATTIC STORY is permitted above it.

### Ground Story Height

1. COMMERCE, RETAIL and CIVIC uses  
(See also Urban Storefront Standards on page 30.)
  - a. The GROUND STORY finished floor elevation shall be:
    - i. no lower than the average fronting exterior sidewalk elevation;
    - ii. no higher than 18 inches above the average fronting public sidewalk elevation.
  - b. The GROUND STORY shall have a CLEAR HEIGHT of at least 12 feet along the RBL for a minimum depth of 25 feet.
2. Residential Units with RBL frontage
  - a. The GROUND STORY shall have a CLEAR HEIGHT of at least 9 feet.

### Upper Story Height

The minimum CLEAR HEIGHT for each upper STORY is 9 feet.

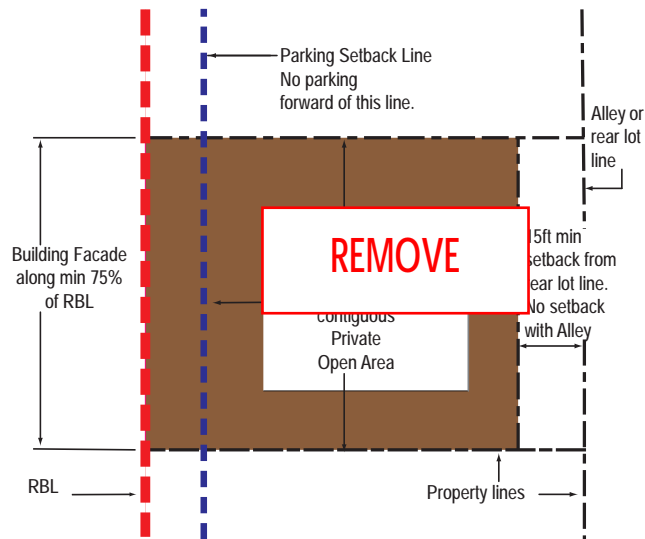


Diagram 403.b: Siting

### Street Wall Height

A STREET WALL not less than 5 feet in height or greater than 12 feet in height shall be required along any RBL frontage that is not otherwise occupied by a building on the lot.

## SITING

### Façade

1. On each lot the building FAÇADE shall be built to the REQUIRED BUILDING LINE for at least 100% of the RBL length.
2. Within 8 feet of the BLOCK CORNER, the GROUND STORY FAÇADE may be chamfered to form a corner entry.
3. On CORNER LOTS, the 100% RBL requirement shall only apply to the addressed FRONTAGE, and that the RBL requirement for the non-addressed FRONTAGE shall be 65%.

### Buildable Area

1. The buildable area is delineated in the Diagram 403.b above.
2. A PRIVATE OPEN AREA equal to at least 15% of the total BUILDABLE AREA shall be preserved on every lot. Up to 33% of the required PRIVATE OPEN AREA may be satisfied through the BALCONIES of individual units. At least 67% of the PRIVATE OPEN AREA shall comprise no more than two separate contiguous areas, as follows:
  - a. Where located at grade, such PRIVATE OPEN AREA may be located anywhere behind the PARKING SETBACK LINE, but not within any required side or rear setbacks.
  - b. Where provided above the GROUND STORY but below a building's highest roof level, the PRIVATE OPEN AREA may be located forward of the PARKING SETBACK LINE (such as in a raised courtyard configuration) and shall open onto no more than one STREET-SPACE and shall be set back at least 30 feet from any BLOCK CORNER or BUILDING CORNER.
  - c. Where located on the building's highest roof level, the PRIVATE OPEN AREA may be located anywhere on the roof.
3. A fee in lieu of the 15% minimum Private Open Area may be paid subject to approval by the Parks Board on a square footage

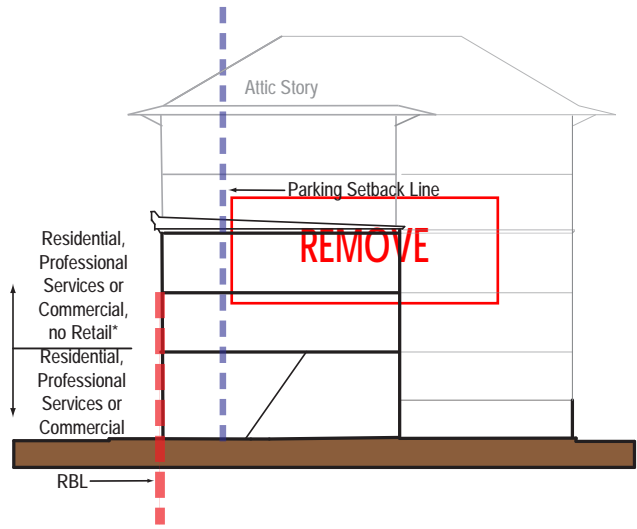
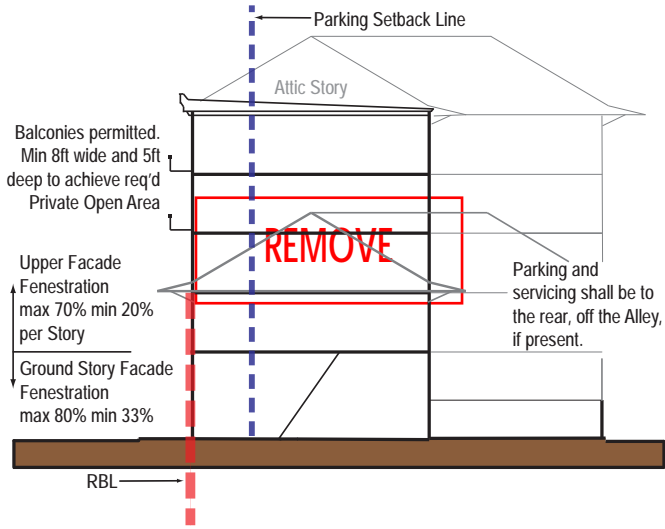


Diagram 403.c: Elements

Diagram 403.d: Use

basis of \$2.00 per square foot of the 15% Private Open Area. This fee shall be used for Public Open Space improvements within or adjacent to the City Center Area (such as Andrews Park or Legacy Trail)

**Garage and Parking**

Openings in any RBL for parking garage entries shall have a maximum CLEAR HEIGHT no greater than 16 feet and a clear width no greater than 22 feet.

**ELEMENTS**

**Fenestration**

1. Blank lengths of wall exceeding 20 linear feet are prohibited on all REQUIRED BUILDING LINES (RBL).
2. GROUND STORY FENESTRATION shall comprise between 33% and 70% of the GROUND STORY FAÇADE.
3. UPPER STORY FENESTRATION shall comprise between 20% and 70% of the FAÇADE area per STORY.

**Building Projections**

1. Awnings shall project:
  - a. a minimum of 4 feet from the FAÇADE
2. Awnings may have supporting posts at their outer edge provided that they:
  - a. Have a minimum of 8 feet clear width between the FAÇADE and the awning support posts or columns, and
  - b. Provide a continuous walking path at least 5 feet wide within that clear width, running parallel to the awning posts/ columns.

**Street Walls**

One access gate no wider than 22 feet and one pedestrian entry gate no wider than 5 feet shall be permitted within any required STREET WALL.

**USE**

**Ground Story**

The GROUND STORY may only house COMMERCE, PROFESSIONAL SERVICES, OR RESIDENTIAL USES. See height specifications above for specific requirements unique to each use.

**Upper Stories**

1. The upper STORIES may only house RESIDENTIAL OR COMMERCE USES. \*No restaurant or retail sales uses shall be allowed in upper STORIES unless they are second STORY extensions equal to or less than the area of the GROUND STORY use, except that restaurant uses are allowed on the roof level of Urban Storefront frontages.
2. No COMMERCE use, except for permitted rooftop restaurants, is permitted above a RESIDENTIAL USE.
3. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

**BUILDING CONSTRUCTION**

**Construction Codes**

1. All structures building in URBAN GENERAL FRONTAGES BFS shall be constructed in compliance with construction codes as follows:
  - a. The GROUND STORY shall be constructed to regulations of the Building Code as adopted in Section 5-201 of the Code of the City of Norman regardless of use.
  - b. All GROUND STORY construction shall be built to meet the most restrictive requirements of the following Use and Occupancy Classifications described in the Building Code: Assembly Group A, Business Group B, and Mercantile Group M.
2. All Functioning entry doors for structures built in URBAN GENERAL FRONTAGE BFS, including corner entries, shall be recessed so that the exterior landing at the door required by the Building Code, would not extend past the RBL.



## ~~RESIDENTIAL DWELLING UNITS~~

~~No structure or set of attached structures shall contain less than three (3) DWELLING UNITS.~~

### Urban Residential

~~Where Urban Residential is designated on the REGULATING PLAN, these Urban General BFS standards shall apply, except that:~~

- ~~1. The building height shall be in accordance with the regulations stated in this Section under Building Height, 3.c. and the REGULATING PLAN; and~~
- ~~2. the uses shall be limited to residential/overnight lodging and related support services, such as lobbies, leasing offices, resident exercise facilities, etc.~~

## HEIGHT

### Building Height

- The building shall be at least 2 STORIES in height at the REQUIRED BUILDING LINE (RBL)
- Properties with C-3 zoning at the time of CCFBC adoption are exempt from maximum building height limitations. (See 302.A. Center City Visioning Map for applicable parcels.)
- ~~In all other locations, the building shall be no greater than:
 
  - 6 STORIES and 82 feet in height north of Eufaula Street;
  - 5 STORIES\* and 70 feet in height south of Eufaula Street);
  - 4 STORIES and 58 feet along the east side of University Boulevard and west side of Buchanan Avenue, or 3 STORIES and 46 feet along the west side of University Boulevard (See Sec. 303. Illustrative Regulating Plan).~~
- In all other locations, the maximum height of buildings shall conform with the maximum height requirements identified by the 302.C. Center City Maximum Building Height Map.

Where designated on the REGULATING PLAN, the 5th STORY FACADE shall be stepped back at least 10 feet behind the RBL and no ATTIC STORY is permitted above it.

### Ground Story Height

- COMMERCE, RETAIL and CIVIC uses  
(See also Urban Storefront Standards on page 30xx.)
  - The GROUND STORY finished floor elevation shall be:
    - no lower than the average fronting exterior sidewalk elevation;
    - no higher than 18 inches above the average fronting public sidewalk elevation.
  - The GROUND STORY shall have a CLEAR HEIGHT of at least 12 feet along the RBL for a minimum depth of 25 feet.
- Residential Units with RBL frontage
  - The GROUND STORY shall have a CLEAR HEIGHT of at least 9 feet.

### Upper Story Height

The minimum CLEAR HEIGHT for each upper STORY is 9 feet.

### Street Wall Height

- ~~A STREET WALL not less than 5 feet in height or greater than 12 feet in height shall be required along any RBL frontage that is not otherwise occupied by a building on the lot.~~

## SITING

### Façade

- On each lot the building FAÇADE shall be built to the REQUIRED BUILDING LINE for ~~at least~~ 100% of the RBL length.
- Within 8 feet of the BLOCK CORNER, the GROUND STORY FAÇADE may be chamfered to form a corner entry.
- On CORNER LOTS, the 100% RBL requirement shall only apply to the addressed STREET FRONTAGE, and that the RBL requirement for the non-addressed STREET FRONTAGE shall be 65%.

### Buildable Area

- The BUILDABLE AREA is delineated ~~in the Diagram 403.b~~

~~above~~ as anywhere behind the RBL.

- A PRIVATE OPEN AREA equal to at least 15% of the total BUILDABLE AREA shall be preserved on every lot. Up to ~~33%~~67% of the required PRIVATE OPEN AREA may be satisfied through the BALCONIES of individual units. At least ~~67%~~33% of the PRIVATE OPEN AREA shall comprise no more than two separate contiguous areas, as follows:
  - Where located at grade, such PRIVATE OPEN AREA may be located anywhere behind the PARKING SETBACK LINE, but not within any required side or rear setbacks.
  - Where provided above the GROUND STORY but below a building's highest roof level, the PRIVATE OPEN AREA may be located forward of the PARKING SETBACK LINE (such as in a raised courtyard configuration) and shall open onto no more than one STREET-SPACE and shall be set back at least 30 feet from any BLOCK CORNER or BUILDING CORNER.
  - Where located on the building's highest roof level, the PRIVATE OPEN AREA may be located anywhere on the roof.
- A fee in lieu of the 15% minimum Private Open Area may be paid subject to approval by the Parks Board on a square footage basis of \$2.00 per square foot of the 15% Private Open Area. This fee shall be used for Public Open Space improvements within or adjacent to the City Center Area (such as Andrews Park or Legacy Trail)

### Garage and Parking

Openings in any RBL for parking garage entries shall have a maximum CLEAR HEIGHT no greater than 16 feet and a clear width no greater than 22 feet.

## ELEMENTS

### Fenestration

- Blank lengths of wall exceeding 20 linear feet are prohibited on all REQUIRED BUILDING LINES (RBL) ~~and exterior walls provided they are not within 3 feet of the property line.~~
- GROUND STORY FENESTRATION shall comprise between 33% and 70% of the GROUND STORY FAÇADE ~~and exterior walls provided they are not within 5 feet of the property line.~~ GROUND STORY FENESTRATION shall comprise between 10% and 70% of the GROUND STORY exterior walls that are 3-5 feet from the property line.
- Upper STORY FENESTRATION shall comprise between 20% and 70% of the FAÇADE ~~and exterior wall~~ area per STORY ~~provided they are not within 5 feet of the property line.~~ UPPER STORY FENESTRATION shall comprise between 10% and 70% of the upper story exterior walls that are 3-5 feet from the property line.

### Building Projections

- AWNINGS shall project:
  - a minimum of 4 feet from the FAÇADE
- AWNINGS may have supporting posts at their outer edge provided that they:
  - Have a minimum of 8 feet clear width between the FAÇADE and the AWNING support posts or columns, and
  - Provide a continuous walking path at least 5 feet wide within

that clear width, running parallel to the AWNING posts/columns.

**Street Walls**

1. One access gate no wider than 22 feet and one pedestrian entry gate no wider than 5 feet shall be permitted within any required STREET WALL.
2. A STREET WALL not less than 5 feet in height or greater than 12 feet in height shall be required along any RBL frontage that is not otherwise occupied by a building on the lot.

**USE SPECIFICS**

**Ground Story**

The GROUND STORY may **only** house commerce, professional services, or residential uses. See height specifications above for specific requirements unique to each use.

**Upper Stories**

1. The upper STORIES may only house RESIDENTIAL or COMMERCE uses. \*No restaurant or retail sales uses shall be allowed in upper STORIES unless they are second STORY extensions equal to or less than the area of the GROUND STORY use, except that restaurant uses are allowed on the roof level of Urban Storefront frontages.
2. No COMMERCE use, except for permitted rooftop restaurants, is permitted above a RESIDENTIAL use.
3. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

**USE TABLE**

The use table identifies the uses allowed in the Urban General BFS.

**RESIDENTIAL DWELLING UNITS**

**Unit Minimums**

No parcel containing a residential use shall contain less DWELLING UNITS than the number of stories allowed, as identified on the BFS Height Map minus one (1). Parcels without a building height limit containing a residential use shall have at least five (5) units. There is no maximum unit requirement. Ground story commercial units shall count toward the residential DWELLING UNIT minimum. All DWELLING UNITS on a parcel shall be contained within a single structure or set of ATTACHED STRUCTURES.

**BUILDING CONSTRUCTION**

**Construction Codes**

1. All structures building in the Urban General BFS shall be constructed in compliance with construction codes as follows:
  - a. The GROUND STORY shall be constructed to regulations of the Building Code as adopted in Section 5-201 of the Code of the City of Norman regardless of use.
  - b. All GROUND STORY construction shall be built to meet the most restrictive requirements of the following Use and Occupancy Classifications described in the Building Code: Assembly Group A, Business Group B, and Mercantile Group M.
2. All functioning entry doors for structures built in URBAN GENERAL FRONTAGE BFS, including corner entries, shall be recessed so that the exterior landing at the door required by the Building Code, would not extend past the RBL.

USE CATEGORY		Urban General		Additional Regulations
		Ground Story	Upper Story	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living		✓	
COMMERCE	Office	✓	✓	Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment	✓	✓	Sec. 704.F.1-5
	Vehicle Sales	✓	✓	Sec. 704.F.2
	Passenger Terminal	✓		
	Child Care Center	✓	✓	See Part 9. Definitions
	Family Day Care Home	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓	✓	Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern	✓	✓	Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓	✓	Sec. 704.F.7
	Research & Development	✓	✓	
	Self-service storage		✓	
	Auto Repair	✓		Sec. 704.G.
CIVIC	See Part 8. Definitions		✓	Sec. 704.C.

Key: ✓ = Permitted    Blank Cell = Not Permitted

### URBAN RESIDENTIAL DISTINCTIONS

All requirements in the Urban General BFS shall apply to the Urban Residential BFS with exception to the following:

1. The finished floor elevation shall be no less than 14 inches and no more than 8 feet above the average exterior public sidewalk elevation at the RBL.
2. The PRIVATE OPEN AREA is permitted anywhere behind the RBL pursuant to applicable FACADE requirements.
3. On each lot, the FACADE shall be built to:
  - a. the RBL for 100% for at least 12’ in depth of the RBL length, or
  - b. the RBL for at least 70% for at least 12’ in depth of the RBL length, provided PRIVATE OPEN AREA fronts the RBL and is enclosed on all other sides by a structure in a courtyard configuration.
    - i. Only one frontage-facing courtyard shall be allowed per every 50 feet of RBL frontage.
    - ii. Each wing of the structure surrounding the courtyard shall have a minimum width of 30% of the RBL length.
4. A STREET WALL not less than 4 feet or greater than 8 feet in height shall be required along any RBL frontage that is not otherwise occupied by a FACADE or PRIVATE OPEN AREA.

**Live-Work Option**

Once LIVE-WORK is designated on the REGULATING PLAN, these Urban General BFS standards shall apply, except that the GROUND STORY may be configured at grade, as a SHOPFRONT. (See 404. Urban Storefront for specific requirements and Part 7. Building Functions for restrictions on uses.)

### RESIDENTIAL DWELLING UNITS

**Unit Minimums**

For parcels designated as Urban Residential south of Duffy Street, there shall be no residential DWELLING UNIT minimum. For all other parcels designated as Urban Residential, there shall be a residential DWELLING UNIT minimum of three (3) units. There is no maximum unit requirement. All DWELLING UNITS on a parcel shall be contained within a single structure or set of ATTACHED STRUCTURES. (See Center City Unit Minimum Map on page 18.)

**USE TABLE**

The use table identifies the uses allowed in the Urban Residential BFS.

USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
<b>RESIDENTIAL</b>	Household Living	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living	✓	✓	
<b>COMMERCE</b>	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.2
	Passenger Terminal			
	Child Care Center			See Part 9. Definitions
	Family Day Care Home	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓		Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern			Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓		Sec. 704.F.7
	Research & Development			
	Self-service storage			
Auto Repair			Sec. 704.G.	
<b>CIVIC</b>	See Part 8. Definitions		✓	Sec. 704.C.

Key: ✓= Permitted    Blank Cell = Not Permitted

## 404. Urban Storefront Frontage

### ILLUSTRATIONS AND INTENT

The Urban Storefront represents the prototypical “main street” form with shopfronts along the sidewalk and a mix of uses above. A high level of pedestrian activity is anticipated. It is a subset of the Urban General Frontage, with more specific requirements at the street level.



*These photos are provided as illustrations of intent. They are advisory only and do not have the power of law. Refer to the standards below and on the previous pages for the specific prescriptions and restrictions of this Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

Where Urban Storefront BFS is designated on the REGULATING PLAN, the Urban General BFS standards (previous pages) shall apply, except that the GROUND STORY configuration shall be for RETAIL—that of a SHOPFRONT.

- a. GROUND STORY uses are limited to RETAIL SALES or SERVICE, or PROFESSIONAL SERVICE within the first 20 feet behind the RBL.
- b. The minimum GROUND STORY CLEAR HEIGHT is 15 feet.
- c. The GROUND STORY FENESTRATION shall comprise between 50% and 90% of the GROUND STORY FAÇADE.
- d. Single panes of glass shall not be permitted larger than 10 feet in height by 6 feet in width.
- e. GROUND STORY windows may not be made opaque by window treatments or tinting (except operable sunscreen devices within the conditioned space). A minimum of 75% of the window surface shall allow a view into the building interior for a depth of at least 15 feet.
- f. SHOPFRONTS may extend up to 24 inches beyond the FAÇADE or RBL into the DOORYARD, but may not project into the CLEAR WALKWAY.
- g. For all parcels designated as Urban Storefront, there shall be a residential DWELLING UNIT minimum of three (3) units. GROUND STORY commercial units shall count toward the residential DWELLING UNIT minimum.

## 405. Townhouse/Small Apartment Frontage

### ILLUSTRATIONS AND INTENT

*Note: These photos and statements are provided as illustrations of intent and are advisory only. They do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of the Townhouse/Small Apartment Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

The Townhouse/Small Apartment frontage is of moderate intensity, often created by a series of smaller attached structures—configured as single-family residential or stacked flats with three or more DWELLING UNITS within a single structure or attached structures. This BUILDING FORM STANDARD has frequent STREET-SPACE entrances. The character and intensity of this frontage varies depending on the STREET-SPACE and the location of the REQUIRED BUILDING LINE—the buildings may be placed up to the sidewalk with STOOPS, or further back with small DOORYARD gardens and/or FRONT PORCHES.

Similar in scale to the townhouse and row house, a small apartment is of limited size and can also be used to transition from the more intense areas of the Center City Form District to adjacent single-family neighborhoods. It is anticipated that the pedestrian activity along these frontages will vary considerably based on the time of day and week.



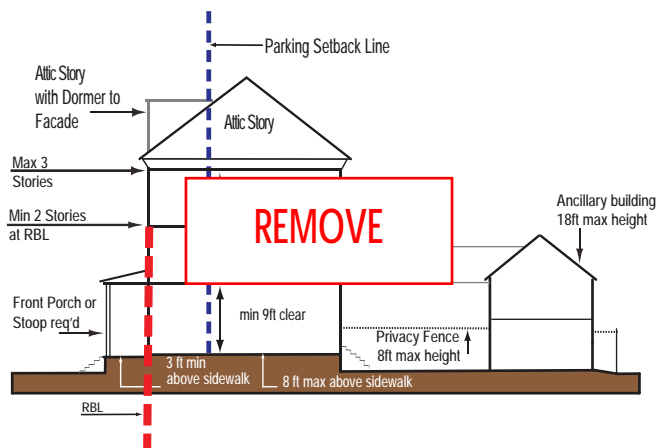


Diagram 405.a: Height

## HEIGHT

### Building Height

- Each building shall be at least 2 STORIES high at the REQUIRED BUILDING LINE (RBL), but no more than 3 STORIES and 44 feet in height from finished-floor.
- A SIDEWING shall be no higher than 15 feet.
- An ancillary structure in the BUILDABLE AREA at the rear of the lot line shall be no higher than 18 feet.

### Ground Story Height

- The finished floor elevation shall be no less than 3 feet and no more than 8 feet above the average exterior public sidewalk elevation at the RBL.
- The GROUND STORY shall have an interior CLEAR HEIGHT of at least 9 feet.
- Main entrances may be at grade, with transitions to meet the minimum finished floor elevation within the building interior.

### Upper Story Height

Each upper STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

### English Basements

The finished floor level of the ENGLISH BASEMENT shall be no greater than 4 feet below the average elevation of the fronting sidewalk.

### Street Wall Height

A STREET WALL not less than 4 feet or greater than 8 feet in height shall be required along any RBL frontage that is not otherwise occupied by a FACADE.

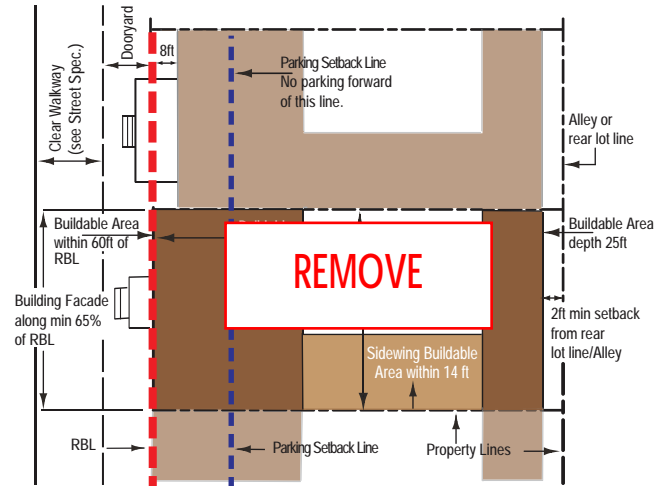


Diagram 405.b: Siting

## SITING

### Facade

- On each lot, the FACADE shall be built to:
  - the RBL for at least 100% for at least 12' in depth of the RBL length, or
  - a line an additional 8 feet behind the RBL (only permitted to accommodate FRONT PORCH depth—see *Elements* on the next page for FRONT PORCH requirements) with a width not less than 100% of the RBL.
  - ON CORNER LOTS, the 100% RBL requirement shall only apply to the addressed FRONTAGE, and that the RBL requirement for the non-addressed FRONTAGE shall be 65%.

### Buildable Area

- The BUILDABLE AREA is as defined in *Diagram 405.b*, above.
- A PRIVATE OPEN AREA equal to at least 15% of the total BUILDABLE AREA shall be preserved on every lot.
  - For lots deeper than 50 feet, up to 33% of the required PRIVATE OPEN AREA may be satisfied through roof decks or BALCONIES of individual units. The remaining required PRIVATE OPEN AREA shall be located at grade anywhere behind the PARKING SETBACK LINE and shall not include any required side or rear setback areas.
  - For all other lots, 100% of the required PRIVATE OPEN AREA may be satisfied above grade, via BALCONIES or decks.

### Garage and Parking

- Garage doors/entries are not permitted on any RBL/FACADE.
- At-grade parking may be forward of the PARKING SETBACK LINE only when it is within a garage on a CORNER LOT and the parking area's RBL frontage is less than 25 feet.

### Frontage Widths

- Newly subdivided TOWNHOUSE lots shall have a minimum width of 18 feet.
- Although there are no individual side lot setbacks otherwise required by this BFS, and all structures are nonetheless subject to applicable building and fire codes. See *Section 104, Other Applicable Regulations*.

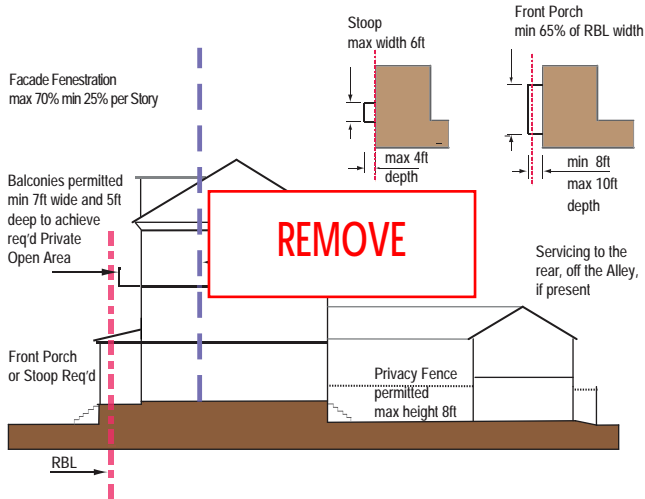


Diagram 405.c: Elements

**ELEMENTS**

**Fenestration**

1. Blank lengths of wall exceeding 15 linear feet are prohibited on all FACADES.
2. FENESTRATION shall comprise between 25% and 70% of the FACADE.
3. Each TOWNHOUSE and/or SMALL APARTMENT BUILDING shall include a functioning STREET-SPACE entry. (Only applies to STREET FRONTAGE that is the same as the street address.)

**Building Projections**

1. Each TOWNHOUSE shall include either:
  - a. a STOOP of not more than 4 feet deep and 6 feet wide (not including steps); or
  - b. a FRONT PORCH, between 8 and 10 feet deep;
    - that projects no more than 4 feet forward of the RBL, and
    - with a width not less than 65% of the RBL
2. A SMALL APARTMENT (or LIVE-WORK TOWNHOUSE) may be configured with a STOOP or FRONT PORCH, as prescribed above, or with a main entrance at grade. (See Live-Work Option below.)

**Street Walls**

One access gate no wider than 16 feet and one pedestrian entry gate no wider than 5 feet shall be permitted within any required STREET WALL.

**RESIDENTIAL DWELLING UNITS**

No structure or set of attached structures shall contain less than three (3) DWELLING UNITS per lot.

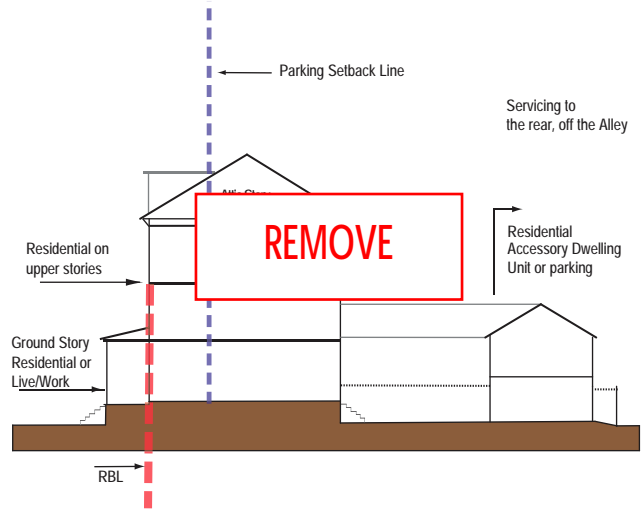


Diagram 405.d: Use

**USE**

**Ground Story**

1. Only RESIDENTIAL uses are permitted in SMALL APARTMENTS.
2. LIVE-WORK uses are permitted in TOWNHOUSES. (See Part 7: Building Functions for specific standards.)

**Upper Stories**

1. Only RESIDENTIAL uses are permitted.
2. Individual TOWNHOUSES shall have no more than two residential units, including an ACCESSORY UNIT.
3. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

**Accessory Units**

1. ENGLISH BASEMENT ACCESSORY UNITS are only permitted in TOWNHOUSES.
2. Only one ACCESSORY UNIT is permitted per TOWNHOUSE.
3. On TOWNHOUSE lots, an ACCESSORY UNIT (maximum 650 square foot footprint) use is permitted in the BUILDABLE AREA at the rear lot line.

**Live-Work Option**

Once LIVE-WORK is designated on the REGULATING PLAN, these TOWNHOUSE/SMALL APARTMENT standards shall apply, except that the GROUND STORY may be configured at grade, as a SHOPFRONT. (See 404. Urban Storefront for specific requirements and Part 7. Building Functions for restrictions on uses.)



# 406. Neighborhood Middle-Frontage

## ILLUSTRATIONS AND INTENT

*Note: These photos and statements are provided as illustrations of intent and are advisory only. They do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of the NEighborhood Middle-Building Form Standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

The Neighborhood Middle-Frontage is represented by traditional one- two- or three DWELLING UNIT structures or set of attached structures with small front- side, and rear yards along a tree-lined street. Structures are 1 to 2 stories in height with pitched roofs and front porches. This frontage is intended to protect the character of existing neighborhoods while allowing more intense and compact infill development in a form that is compatible with the existing context.



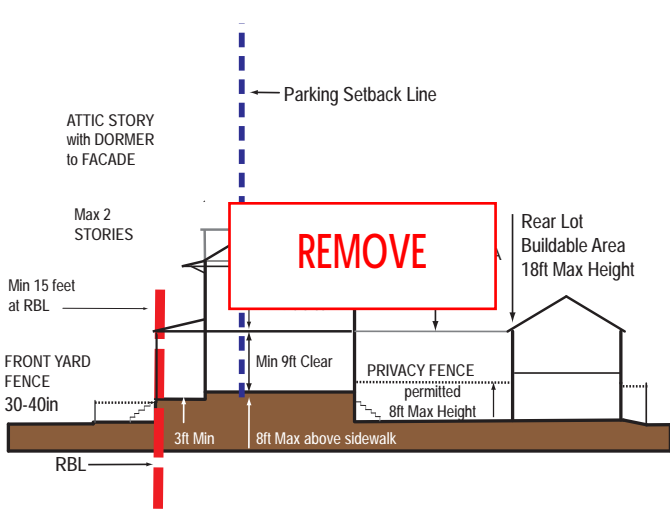


Diagram 406.a: Height

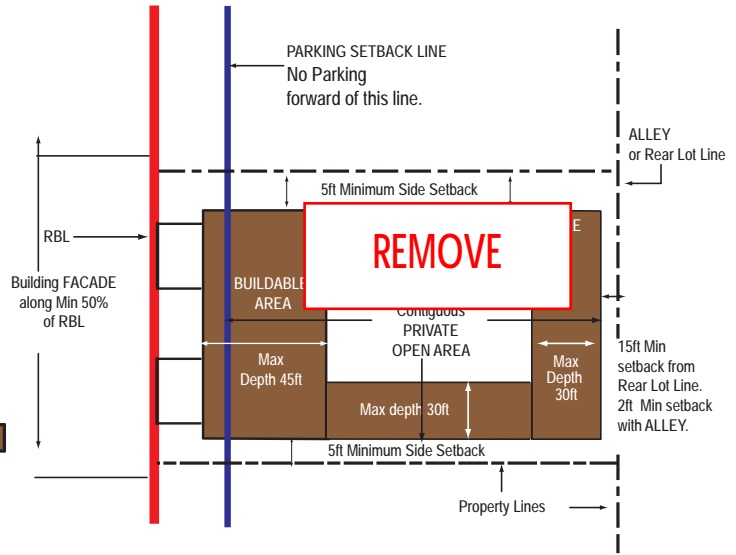


Diagram 406.b: Siting

**HEIGHT**

**Building Height**

1. Each building shall be at least 15 feet at the REQUIRED BUILDING LINE (RBL), but no greater than 2 STORIES with an ultimate building height of 42 feet from finished-floor.
2. A SIDEWING shall be no higher than 18 feet.
3. Any structure in the BUILDABLE AREA at the rear of the lot shall be no higher than 28 feet.

**Ground Story Height**

1. The finished floor elevation shall be no less than 3 feet and no more than 8 feet above the average exterior public sidewalk elevation at the RBL.
2. The GROUND STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Upper Story Height**

Each upper STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Front Yard Fence**

Any FRONT YARD FENCE has a minimum height of 30 inches and a maximum height of 40 inches.

**SITING**

**Façade**

1. On each lot, the FAÇADE shall be built to:
  - a. the RBL for at least 50% of the RBL length, or
  - b. a line an additional 8 feet behind the RBL (only permitted to accommodate FRONT PORCH depth—see Elements on the next page for FRONT PORCH requirements) for at least 50% of the RBL length.
2. For CORNER LOTS the minimum build-to shall include the frontage within 20 feet of the BLOCK CORNER.

**Buildable Area**

1. The BUILDABLE AREA is as defined in Diagram 406.b., above.
2. A PRIVATE OPEN AREA equal to at least 25% of the total BUILDABLE AREA shall be preserved on every lot and shall not include any required side or rear setbacks. Not less than 60% of the required PRIVATE OPEN AREA shall be contiguous and located at grade, behind the PARKING SETBACK LINE, with a minimum dimension of 20 feet. Not more than 40% may be located above grade on roof terraces/gardens, BALCONIES, or raised decks.

**Lot Size and Setbacks**

1. Lots shall be from 50 to 100 feet in width, and a minimum of 100 feet deep.
2. The minimum side lot setbacks are 5 feet or as otherwise designated in the REGULATING PLAN.
3. Front-yard setbacks shall be 10' - Some areas on the REGULATING PLAN may show a different RBL; however this allowance supersedes.

**Front Yard**

1. The Front Yard/Dooryard shall not be paved except for walkways.

**Garages, Parking and Alleys**

1. Garage doors shall not be located on the RBL/FAÇADE.
2. There is a 2-foot required setback from the ALLEYS.

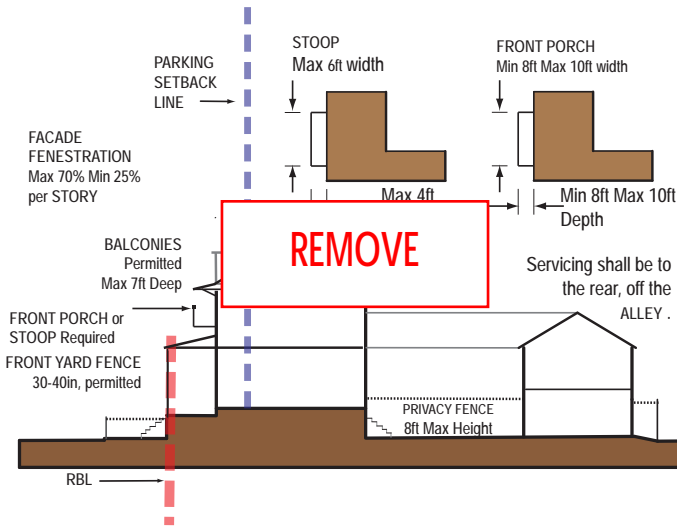


Diagram 406.c: Elements

**ELEMENTS**

**Fenestration**

1. Blank lengths of wall exceeding 15 linear feet are prohibited on all façades.
2. Fenestration shall comprise between 25% and 70% of the façade.

**Building Projections**

Each building shall include either one or more:

1. STOOP(S) of not more than 4 feet deep and 6 feet wide (not including steps), or
2. FRONT PORCH(ES), between 8 and 10 feet deep
  - a. that project(s) no more than 4 feet forward of the RBL, and
  - b. with a width not less than 40% of the RBL

**Doors/Entries**

At least one functioning entry door shall be provided along the GROUND STORY FAÇADE of each building. (Applies to street frontage, same as street address.)

**Street Walls and Fences**

1. There is no street wall requirement.
2. Any front yard fence shall be within one foot of the clear walkway/dooryard line parallel to the RBL and along common lot lines to a point at least 10 feet behind the RBL.
3. A garden wall or street wall may be constructed parallel to the RBL to enclose a court configuration where there are multiple buildings fronting the street-space.

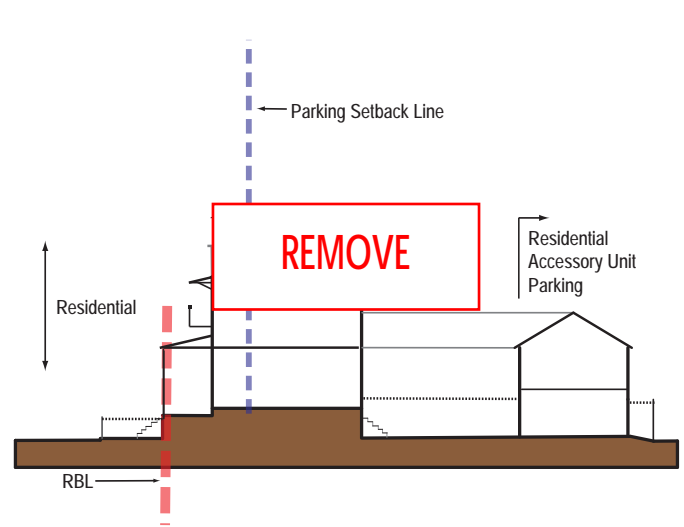


Diagram 406.d: Use

**USE**

**All Stories**

1. Only residential uses are permitted. One DWELLING UNIT, one DWELLING UNIT with an ACCESSORY DWELLING UNIT, two DWELLING UNITS (no more than 2 DWELLING UNITS per structure). On lots with 75' or more of frontage, three DWELLING UNITS in a single structure are allowed.
2. Additional habitable space is permitted within the roof where the roof is configured as an attic story.

## 4075. Detached Frontage

### ILLUSTRATIONS AND INTENT

*Note: These photos and statements are provided as illustrations of intent and are advisory only. They do not have the power of law. Refer to the standards on the following pages for the specific prescriptions and restrictions of the Detached Building form standard. Where these photos or statements may be inconsistent with the regulations, the regulations prevail.*

The Detached BFS Frontage is represented by the traditional one DWELLING UNIT structure with small front, side, and rear yards along a tree-lined street. Structures are 1 to 2 stories in height with pitched roofs and front porches. Its purpose is to protect the character of existing single family neighborhoods.



Detached

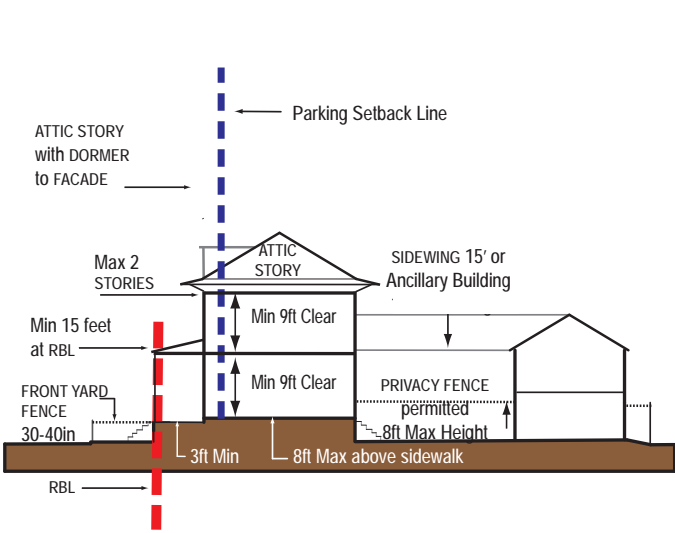


Diagram 4075.a: Height

**HEIGHT**

**Building Height**

1. Each building shall be at least 15 feet at the REQUIRED BUILDING LINE (RBL), but no greater than 2 STORIES or 27 feet in height.
2. A SIDEWING shall be no higher than 15 feet.
3. Any ancillary structure in the BUILDABLE AREA at the rear of the lot shall be no higher than 18 feet the principal structure on the lot.

**Ground Story Height**

1. The finished floor elevation shall be no less than 3 feet and no more than 8 feet above the average exterior sidewalk elevation at the RBL.
2. The GROUND STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Upper Story Height**

Each upper STORY shall have an interior CLEAR HEIGHT of at least 9 feet.

**Front Yard Fence**

Any FRONT YARD FENCE has a minimum height of 30 inches and a maximum height of 40 inches.

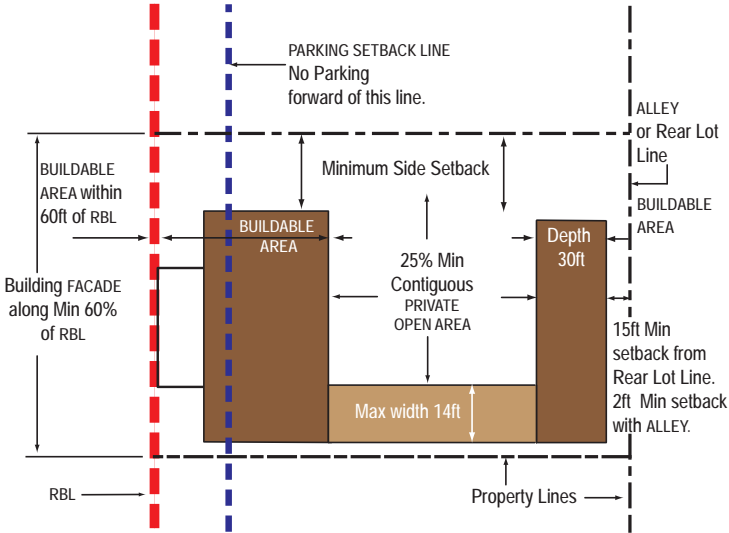


Diagram 4075.b: Siting

**SITING**

**Façade**

1. On each lot the FAÇADE shall be built parallel to the REQUIRED BUILDING LINE (RBL) for at least 60% of the building width. The FRONT PORCH shall be built-to the RBL.
2. For CORNER LOTS the minimum 60% build-to shall include the STREET FRONTAGE frontage within 20 feet of the BLOCK CORNER.

**Buildable Area**

1. The BUILDABLE AREA is as defined in Diagram 4075.b. above.
2. A contiguous PRIVATE OPEN AREA equal to at least 25% of the total BUILDABLE AREA shall be preserved on every lot. Such contiguous area shall be located at grade, anywhere behind the PARKING SETBACK LINE and not include any side or rear setbacks.

**Lot Size and Setbacks**

1. All lots of record are buildable under this code.
2. Newly subdivided lots shall have a minimum width at the RBL of 32 feet, a maximum width of 55 feet, and a minimum depth of 85 feet.
3. The minimum side lot setbacks are 5 feet or as otherwise designated on the REGULATING PLAN.
4. **FRONT YARD setbacks:** DEVELOPMENT and REDEVELOPMENT, may construct at the setback of the existing structure or follow an existing setback on an adjacent/neighbor property in the Detached Frontage BFS only.

**Front Yard**

The FRONT YARD/DOORYARD shall not be paved except for walkways.

**Garages, Parking and Alleys**

1. Garage doors shall not be located on the RBL/FAÇADE.

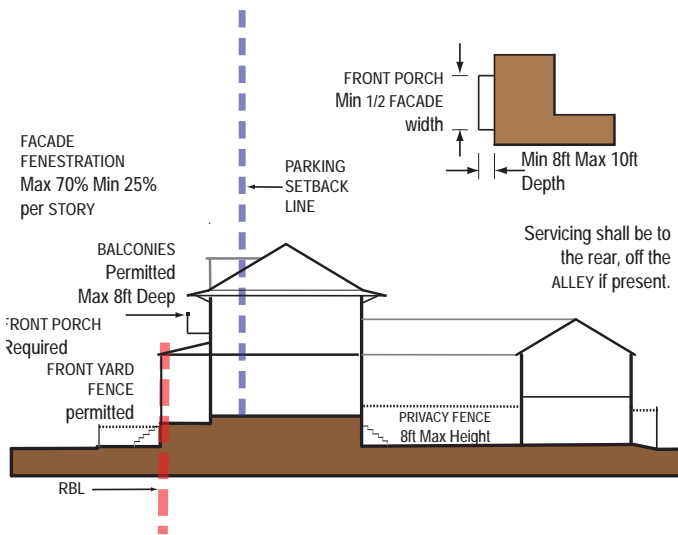


Diagram 4075.c: Elements

## ELEMENTS

### Fenestration

1. Blank lengths of wall exceeding 15 linear feet are prohibited on all FACADES.
2. FENESTRATION shall comprise at least 25%, but not more than 70%, of all FAÇADES.

### Building Projections

1. Each building FACADE shall include a FRONT PORCH at the RBL, between 8 feet and 10 feet deep with a width not less than 1/2 of the FACADE width.
2. No part of any building except the FRONT PORCH roof (overhanging eaves) and steps may encroach beyond the RBL into the DOORYARD.

### Doors/Entries

At least one functioning entry door shall be provided along the GROUND STORY FAÇADE. (Applies to STREET FRONTAGE, same as street address.)

### Street Walls and Fences

1. There is no STREET WALL requirement.
2. Any FRONT YARD FENCE shall be within one foot of the CLEAR WALKWAY/DOORYARD line parallel to the RBL and along COMMON LOT LINES to a point at least even with the FACADE.
3. A PRIVACY FENCE may be constructed along a COMMON LOT LINE behind the FACADE.

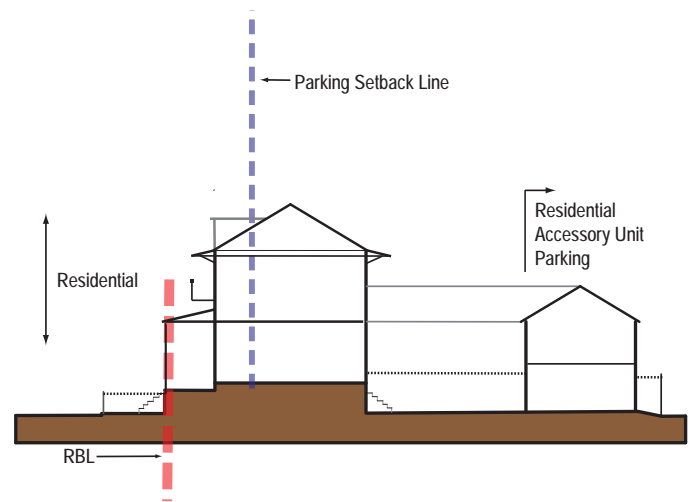


Diagram 4075.d: Use

## USE

### All Stories

1. Only RESIDENTIAL uses are permitted - one DWELLING UNIT or one DWELLING UNIT with an ACCESSORY UNIT allowed.
2. Additional habitable space is permitted within the roof where the roof is configured as an ATTIC STORY.

### Accessory Uses

Parking and ACCESSORY UNIT (maximum 650 square feet) uses are permitted in the BUILDABLE AREA at the rear of the lot.

## Part 5. Urban Space Standards

### 501. Applicability

- A. The Urban Space Standards apply to new DEVELOPMENT as well as the reconstruction of existing streets and other public (and publicly accessible) spaces.
- B. The Urban Space Standards establish the rules and standards for the complete STREET-SPACE (especially streets and sidewalks).

### 502. Intent

- A. Although commonly thought of as just parks or greens, the urban space (or public realm) is much more; it includes the complete STREET-SPACE—the public domain between the building FAÇADES; the travel lanes between the curbs as well as the sidewalks; public plazas as well as urban squares and CIVIC GREENS.
- B. The Urban Space Standards have the following goals:
  1. To establish an environment that encourages and facilitates pedestrian activity. “Walkable” streets are comfortable, efficient, safe, and interesting.
  2. To ensure the coherence of the STREET-SPACE, serving to assist residents, building owners, and managers with understanding the relationship between the STREET-SPACE and their own properties.
  3. To contribute to ultimate sustainability. Native (and non-native adapted) trees and plants contribute to privacy, the reduction of noise and air pollution, shade, maintenance of the natural habitat, conservation of water, and storm-water management.
- C. Property frontages and building FAÇADES are part of the public realm, literally forming the walls of the public STREET-SPACE and are therefore subject to more regulation than the other portions of the private property.
- D. The private, interior portions of the lots (toward the ALLEY or rear lot lines) are much less regulated to allow commercial operators to utilize these spaces as efficient working environments unseen by the public and allow residents to have private (semi-private for apartment and condominium dwellers) gardens and courtyards.

## 503. Street Type Specifications

The Street Type Specifications illustrate the recommended typical configurations for STREET-SPACES within the City Center Form District. The plans and sections specify ideal vehicular travel lane widths, curb radii, sidewalks, tree planting areas, and on-street parking configurations. They also provide a COMPARATIVE PEDESTRIAN CROSSING time as a gauge of relative pedestrian crossing-comfort between the various street types. The streets within the CC Form District must work in conjunction with the Building Form Standards to create the type of walkable, mixed-use place envisioned by the community.

### A. Intent and Principles

#### 1. General Intent

- a. Streets are a community's first and foremost public spaces and should be just as carefully designed and planned as any park or public building. The character of the STREET-SPACE—both its scale and its details—determines the pedestrian quality of a given location.
- b. Streets must balance the needs of all forms of traffic—auto, transit, bicycle and pedestrian—to maximize mobility and convenience for all residents and users. Their character will vary depending on their location: some streets will carry a large volume of traffic and provide a more active and intense urban pedestrian experience while others will provide a less active and more intimately scaled STREET-SPACE.
- c. These are city streets—not highways or roads—and must be developed as such to create people-oriented places balancing all transportation modes. The neighborhood streets are designed primarily for walkability and pedestrian comfort, with automobile movement as a secondary focus. The Main, Gray and Boyd specifications grant more to the free movements of vehicles, while maintaining fair walkability.

#### 2. Principles

- a. The appropriate design of streets is one of the most important design elements for *Center City place-making*.
- b. To design for continuous free-flowing vehicle traffic creates situations where vehicles will travel at speeds greater than desirable for pedestrians.
- c. With appropriate design, drivers will choose slower speeds and less aggressive behavior, a feat typically not achieved through basic speed limit signage/postings.
- d. Scale is a threshold design consideration for street design elements (from signage to crossing distances)—in a neighborhood, town or city it should be that of the pedestrian.
- e. An interconnected street network allows traffic capacity to be diffused and maintained across numerous streets.
- f. Emergency vehicle access must be maintained, but with an interconnected street network, there will always be at least two routes of access to any lot or parcel.



- g. Differences between “requirements” and “preferences” can be significant—increased lane width and the accompanying increased vehicle speed more often than not decrease the overall safety for pedestrians.
- h. On-street parking slows passing vehicular traffic and acts as a buffer between moving vehicles and pedestrians. City staff will review and approve on-street parking design on a case-by-case basis depending on the street classification.
- i. Overall function, comfort, safety and aesthetics of a street are more important than automobile efficiency alone.
- j. In a pedestrian-oriented area, non-vehicular traffic should be provided with every practical advantage so long as safety is not adversely affected.
- k. Street design should take into consideration what is reasonably foreseeable, not every situation that is conceivably possible.
- l. Designing a street to facilitate (rather than accommodate) infrequent users may actually result in the wrong design for the frequent users of the STREET-SPACE.
- m. When the street design creates a conflict between the vehicular and non-vehicular user, it should be resolved in favor of the non-vehicular user unless public safety will be truly jeopardized by the resolution.

## B. Street Types

1. These are the proposed street types and ideal configurations within the CC Form District. The numbers refer to dimensions within the STREET-SPACE. The first number<sup>1</sup> is the literal STREET-SPACE (the distance between FAÇADES across the street) and the second is the distance to the back-of-curb (includes travel lanes, any on-street parking, and curb and gutter).
  - a. Main Street: MS-98/43
  - b. Boyd Street: ST-88/43
  - c. Neighborhood Street: ST-80+/38
  - d. Neighborhood Street: ST-66+/38
  - e. Alley: A-24

See *Diagrams 503.B.1.a.-e.* on the following pages.
2. On ~~the~~ Main Street: MS - 98/43 specification, sharrows, clearly marked shared bicycle and automobile lanes are shown. On Boyd Street: ST - 88/43 specification, dedicated bike lanes are shown. The other street types are configured such that in-lane bicycle travel is encouraged and appropriate.
3. DOORYARDS and ALLEYS are generally reserved for utility easements.

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<sup>1</sup> Note: Due to the fact that the existing rights-of-way within the CC Form District vary dramatically, the first number for the Neighborhood Streets includes a plus (+) sign. The distance above the base number (either 80 or 66) is typically added to the front yard or dooryard space in the Neighborhood Street Type diagrams on the following pages.

Diagram 503.B.1.a: Main Street: MS-98/43

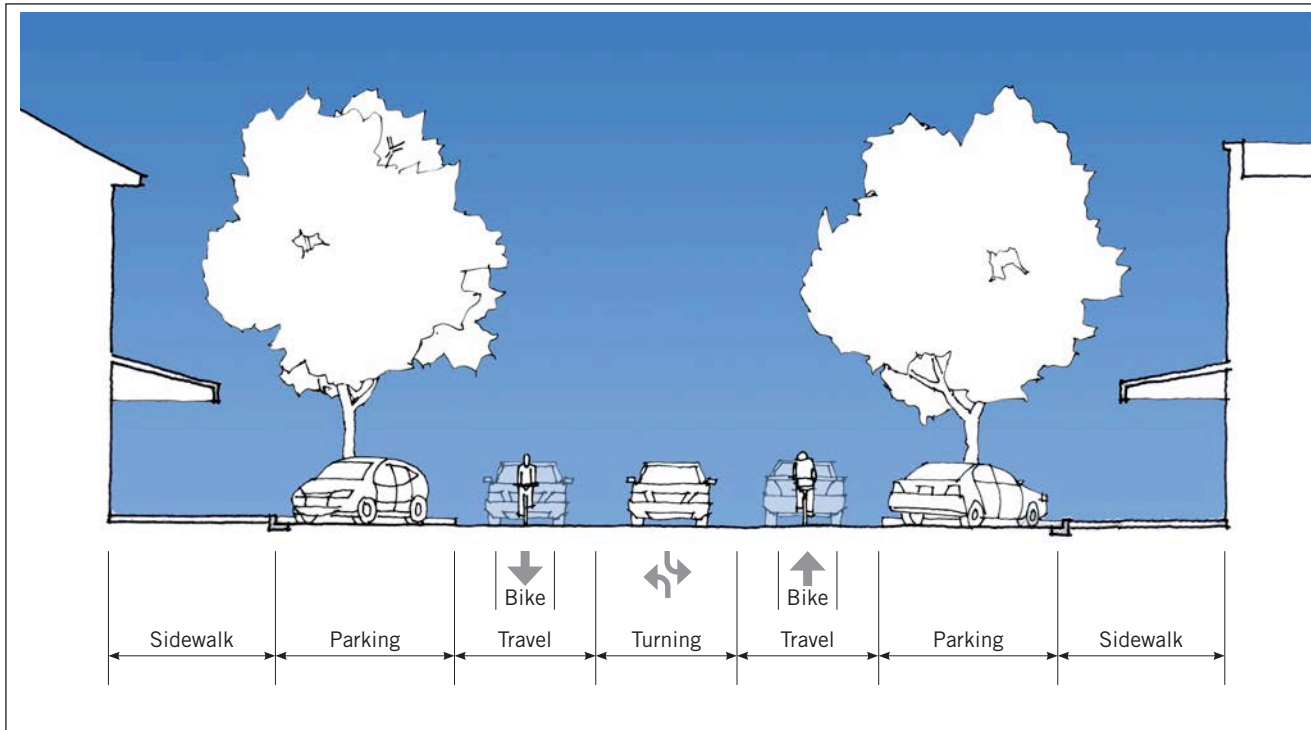
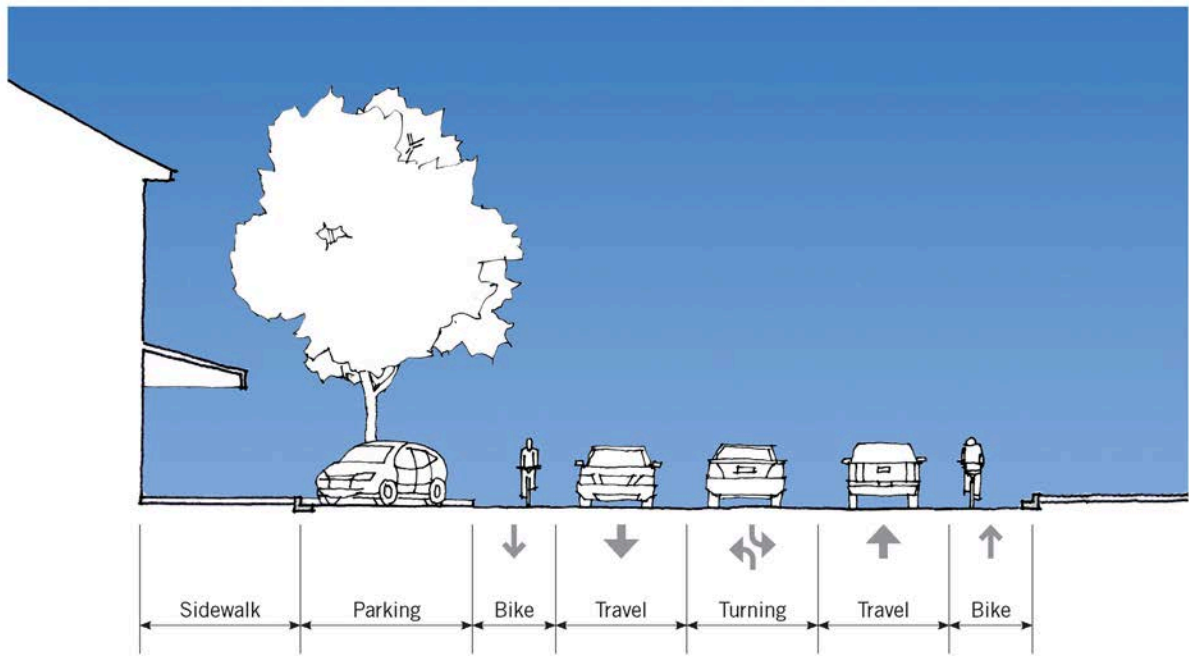
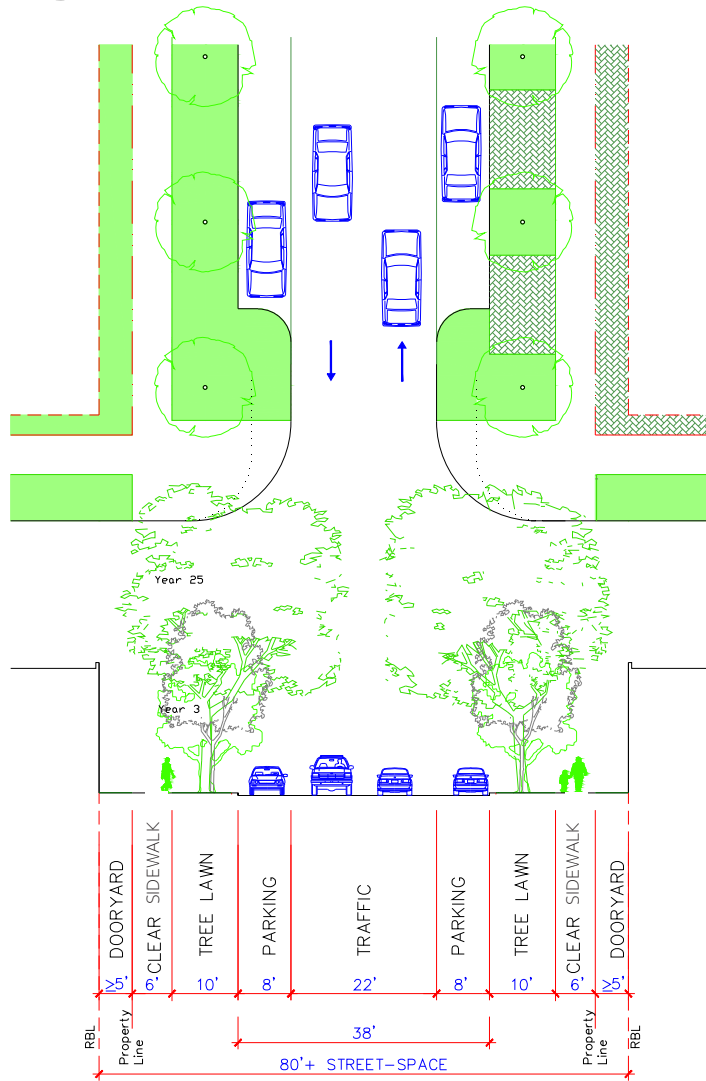


Diagram 503.B.1.b: Boyd Street: ST-88/43



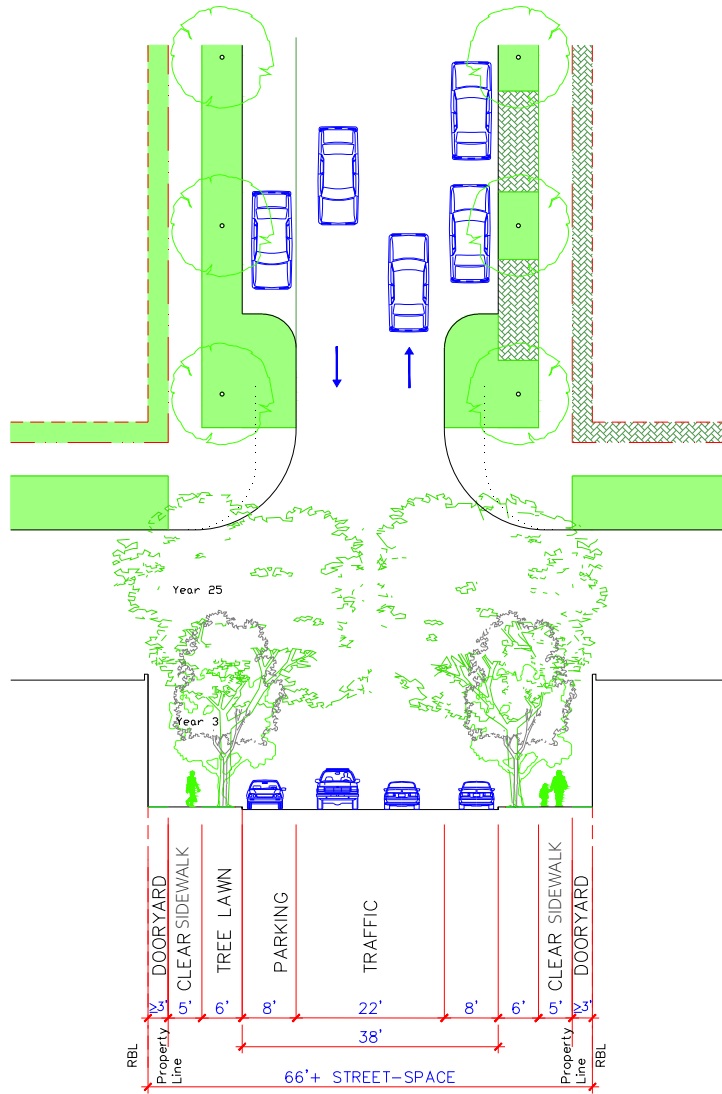
# Neighborhood ST 80+/38



STREET-SPACE	80', per RBL
Traffic Lanes	11'
TREE LAWN	10'
Clear Sidewalk	6'
DOORYARD	see Regulating Plan, 5'typ.min. street type
movement	Free
design & posted speed	20-25 mph
on street parking	Both Sides, Striped
Right of Way	70' (varies)
pavement width	38'
curb type	vertical
curb radius	20' with curb extensions 10' w/o
planting	Street Trees Max Avg 30'ctc
comparative pedestrian crossing time	5.9 seconds w/curb extensions. 10.2 seconds without

Note: Illustration is advisory only

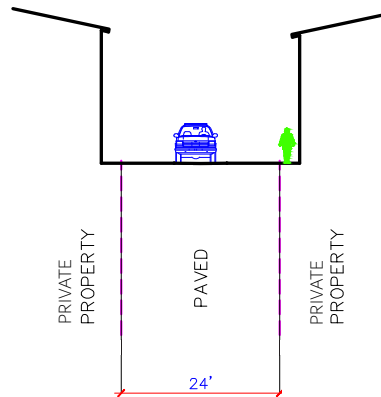
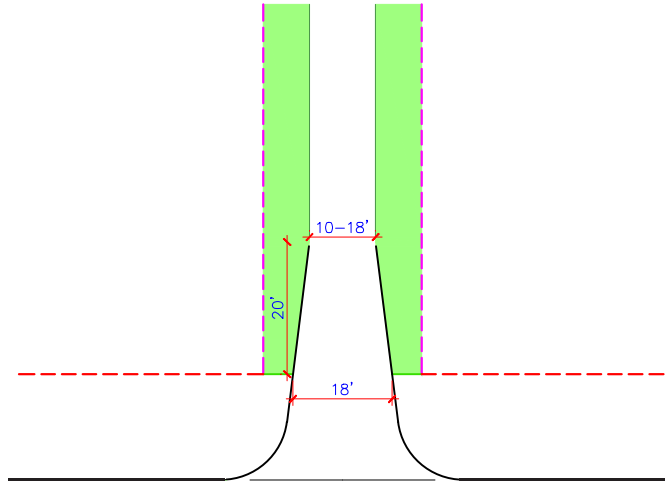
# Neighborhood ST 66+/38



STREET-SPACE	66', per RBL
Traffic Lanes	11'
TREE LAWN	6'
Clear Sidewalk	5'
DOORYARD	see Regulating Plan, 3'typ.min. street type
movement	Free
design & posted speed	20-25 mph
traffic function	two way
on street parking	Both Sides, Striped
Right of Way	60' (varies)
pavement width	38'
curb type	vertical
curb radius	20' with curb extensions 10' w/o
planting	Street Trees Max Avg 30'ctc
comparative pedestrian crossing time	5.9 seconds w/curb extensions. 10.2 seconds without

Note: Illustration is advisory only

# Alley A-24



ROW or Easement	24'
type	alley
movement	Slow
design speed	5-10 mph
traffic function	two way- Yield Situation
pavement width	10'-18'
curb type	vertical, at Entry Only
curb radius	10-15"
comparative pedestrian crossing	4.3 seconds

Note: Illustration is advisory only

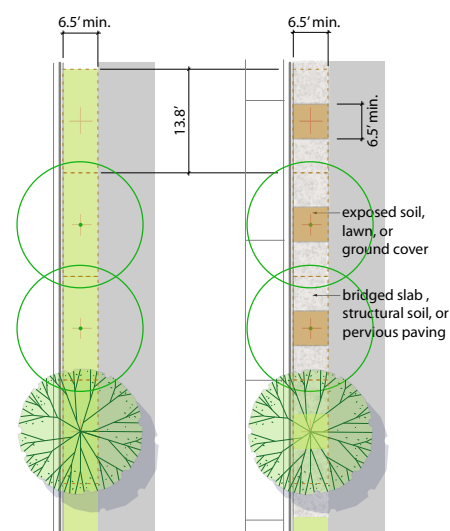
## 504. Streetscape Standards

### A. General Provisions

1. All plant material (including trees) shall pass any inspections required under State regulations.
2. All turf grass shall be solidly sodded at installation—not seeded, sprigged, or plugged. Vegetative groundcovers may be used in place of turf grass.
3. In addition to the lot, the owner must maintain the following areas:
  - a. The portion of the STREET-SPACE between their RBL and the back of the curb.
  - b. The portion of the ALLEY between the lot line and the edge of the ALLEY pavement.
4. Mechanical and electrical equipment including, but not limited to, air compressors, pumps, exterior water heaters, water softeners, private garbage cans (not including public sidewalk waste bins), and storage tanks may not be stored or located within any STREET-SPACE. (Water pumps for public fountains or irrigation not visible are not included in this prohibition. Temporary placement of private garbage cans within the STREET-SPACE may be allowed to accommodate scheduled pick-up.)

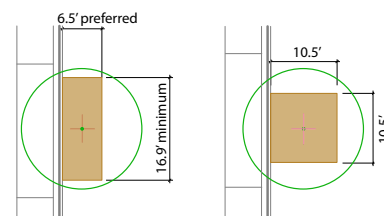
### B. Street Trees

1. Each STREET-SPACE must have STREET TREES planted along the STREET TREE ALIGNMENT LINE (generally 3 to 3½ feet from the back of the curb unless otherwise specified in the REGULATING PLAN or Street Type Specification) at an average spacing not greater than 30 feet on center (calculated per BLOCK FACE). Where necessary, spacing allowances may be made to accommodate curb cuts, fire hydrants and other infrastructure elements; however, in no location may STREET TREE spacing exceed 45 feet on center except where necessary for transit stops or stations. Required STREET TREE planting area configurations are specified in the Street Type Specifications and below.
2. Required tree planting area minimum specifications are as follows:
  - a. STREET TREE planting areas shall be at grade or not greater than six inches in height above or below the sidewalk
    - (i) Soil surface area shall not be less than 110 square feet per isolated tree or 90 square feet per tree for connected (TREE LAWN) situations. (See *Illustrations 504.B.2(i) and (ii).*)
    - (ii) No dimension of the soil surface area may be less than 6 feet unless otherwise specified in this Code.
    - (iii) The Street Type Specifications above are configured for street tree trenches. The above requirements may be met through the use of bridged slab, structural soil, or other techniques that clearly exceed these standards in the fostering of vital and long-lived STREET TREES.



90 square feet minimum per tree

Continuous Tree Lawn      Continuous Soil Area  
504.B.2(i) Connected Situation



110 square feet minimum per tree

Individual Tree Planting  
504.B.2(ii) Isolated Tree Situation

- b. At planting, STREET TREES shall be at least 2.5 inches in diameter at designated breast height (DBH) and at least ten feet in overall height. Species must be selected from the STREET TREE LIST (see Tree Lists). Consult with the designated City staff for the designated tree species for a particular STREET-SPACE.
- c. Any unpaved ground area shall be planted with groundcover, flowering vegetation, or climbing vines, not to exceed 12 inches in height. STREET TREES must be “limbed up” as they gain appropriate maturity so as to not interfere with pedestrian or truck travel (minimum 7 feet clear over the sidewalk and 14 feet over any travel lanes) and to maintain visibility.

### C. Streetscape Elements

- 1. ~~STREETLIGHTS shall be installed on both sides of streets, aligned with the STREET TREES, and unless otherwise designated on the REGULATING PLAN, at intervals of not more than 80 feet, measured parallel to the STREET SPACE.~~
- 2. ~~STREETLIGHTS shall be between 9 and 16 feet above ground.~~
- 3. At the time of DEVELOPMENT, the developer is required to install ~~STREETLIGHTS and~~ sidewalks, as illustrated in Street Type Specifications, on the side of the STREET-SPACE being developed.
- 4. Sidewalks not otherwise designated in the REGULATING PLAN or Street Type Specifications shall be a minimum of six feet wide and be constructed to meet all City (and ADA) standards and specifications.
- 5. Street furniture is an element of the overall STREET-SPACE design—not an afterthought. Street furnishings should be simple, functional, and durable.

### D. On-Street Parking

- 1. On-street parking spaces shall count towards parking requirements. (See *Part 6. Parking and Loading Standards*.)
- 2. The parking space/tree planting pattern may be interrupted by existing or new driveways designated in the REGULATING PLAN, streets, and ALLEYS, but the requirements in B.1 above shall be met, except where necessary for any transit stops or stations.
- 3. Parking spaces must be constructed in a manner that allows proper drainage (generally a “w” profile, having a gutter pan between the travel and parking lanes).
- 4. Where required, bicycle parking shall be provided on the same lot as the DEVELOPMENT. ~~(See Zoning Ordinance Section 431.5.4 for permitted bicycle rack design.)~~ (See *Appendix C* for additional requirements.)
  - a. For residential lots containing more than three DWELLING UNITS on the same lot, there shall be one bicycle parking space provided for the first eight (8) car parking spaces, and one bicycle space for each ten (10) car spaces provided thereafter. Single family, two-



family, and three-family units on the same lot are exempt from the requirement to provide bicycle parking facilities.

- b. For other non-residential uses, there shall be one bicycle parking space provided for any parking area containing at least eight car spaces, and one additional bicycle space for each twenty (20) car spaces thereafter.
5. On-street parking shall comply with applicable ordinances regarding distance to intersections, stop signs, and other street elements.

## 505. Plazas, Squares and Civic Greens

### A. Intent

1. These standards apply to those spaces that are either publicly owned or publicly accessible, as designated on the REGULATING PLAN.
2. SQUARES, CIVIC GREENS and plazas should be situated at prominent locations. The green plants and trees of SQUARES and CIVIC GREENS provide a landscape and civic architecture that complement the surrounding private building architecture.
3. SQUARES are active pedestrian centers. CIVIC GREENS are spaces intended for less intensive foot traffic. Surface treatment is regulated accordingly.
4. Pervious paving materials (to allow oxygen for tree roots and absorb stormwater run-off) are encouraged in both SQUARES and CIVIC GREENS, and the percentage of impervious paving material is limited. Pervious paving materials must be approved by the Public Works Department. (see 505.C. *Materials and Configurations* below.)

### B. Standards

SQUARES and CIVIC GREENS must be designed, planted and maintained according to the following requirements:

1. SQUARES and CIVIC GREENS shall have at least 60 percent of their perimeter fronting public rights-of-way. Both shall be surrounded by STREET TREES. Their dimensions shall be no narrower than a 1:5 ratio and no SQUARE or CIVIC GREEN width or breadth dimension shall be less than 25 feet.
2. Appropriate to their high (pedestrian) traffic level SQUARES must be designed with a higher percentage of paved surface area. (see C.2 below)
3. A clear view through the SQUARE or CIVIC GREEN (from two to seven feet in height) is required, both for safety and urban design purposes.
4. SQUARES and CIVIC GREENS shall not include active recreation structures such as ball fields and courts.

## C. Materials and Configurations

### 1. General

- a. STREET TREES shall be planted along the alignment shown in the street type specification, and in accordance with *Section. 504, B. Street Trees*. They may (generally will) be of a different species than the connecting streets.
- b. The ground surface level elevation shall be between 0 and 18 inches above the top of the adjacent curb.
- c. The maximum slope across any SQUARE or CIVIC GREEN shall not exceed ten percent.
- d. Except for tree trunks, streetlights, CIVIC USE BUILDINGS, public art or monuments, there shall be a clear view between two and seven feet above grade. The foliage of newly planted trees may intrude into this area until the tree has sufficient growth to allow such a clear trunk height.
- e. Trees within a SQUARE or CIVIC GREEN may also be selected from the public space tree lists (see *Section 5076. Tree Lists*).
- f. Asphalt is prohibited within a SQUARE or CIVIC GREEN tract.

### 2. Squares

Appropriate to their high (pedestrian) traffic level, SQUARES shall incorporate a higher percentage of paved surface area. Surface treatment and materials (within the back-of-curb to back-of-curb area, excluding any CIVIC USE BUILDING, public art or monument footprint) shall be between 20 percent and 35 percent unpaved pervious surface (turf, groundcover, gravel, soil or mulch).

### 3. Civic Greens

Appropriate to their less intensive character, CIVIC GREENS shall be designed with a lower percentage of paved surface area. Surface treatment and materials (within the area back-of-curb to back-of-curb area excluding any CIVIC USE BUILDING, public art or monument footprint) shall be a minimum 50 percent unpaved pervious surface area (such as turf, groundcover, gravel, soil or mulch).

### 4. Pedestrian Pathway

The area within a PEDESTRIAN PATHWAY shall be a public access easement or public right of way. The easement width for these pathways must not be less than 20 feet with a paved walkway not less than ten feet wide providing an unobstructed view straight through its entire length, except where otherwise specified on the REGULATING PLAN.

## 506. Tree Lists

### A. General

1. The following lists contain all approved tree species for use in the CC Form District. The lists include native and acceptable adapted species. Other species may be used for planting within a private lot. These lists

may be periodically reviewed for disease and climate appropriateness and amended by the City, as necessary.

2. Invasive exotic species may not be used anywhere on private lots or other areas.

## B. Street Trees

1. Species in the Street Tree List are for placement as shown in Street Type Specifications, or as specified in the REGULATING PLAN for placement along the STREET TREE ALIGNMENT LINE. The use of alternate species may be permitted, but only if approved by the designated City staff.
2. STREET TREES are part of an overall STREET-SPACE plan designed to provide both canopy and shade and to give special character and coherence to each street. The desired aesthetic must be achieved through the use of native and/or proven hardy adapted species. Appropriate STREET TREE species may change over time and this list may be periodically amended by the designated City staff. Inclusion in this list shall be based on the following criteria:
  - a. Structural – STREET TREES shape and subdivide the STREET-SPACE, increasing pedestrian comfort and adding (literal) value to the street/community. “Canopy Shade Tree” species grow to heights in excess of 60 feet and have a broad canopy—enabling them to clear auto traffic and pedestrians, form a ceiling-like enclosure, and open a clear view of the STREET-SPACE, FAÇADES, and SHOPFRONTS at eye-level.
  - b. Pragmatic – Life as a typically placed street tree is nasty, brutish, and short. Few species are tough enough to survive and grow. Appropriate species have special tolerance to salt and soil compaction. STREET TREE planting techniques and configurations provide a healthy environment in which the tree can thrive—this will ensure that the trees increase their value to the community as they grow.
  - c. Design – Species are planted consistently along a given STREET-SPACE to provide a special form and character. This provides species diversity at the same time it provides a specific street character by planting different STREET-SPACES with different trees.

**STREET TREE LIST**  
(Large Canopy Trees – mature height 60 feet and above)

Celtis occidentalis	Common Hackberry
Ginkgo biloba	Ginkgo (male only)
Gleditsia triacanthos var. inermis	Thornless Honey Locust
Platanus acerifolia ‘Yarwood’	Yarwood Plane tree
Platanus occidentalis ‘Bloodgood’	London Plane tree
Quercus acutissima	Sawtooth Oak
Quercus alba	White Oak
Quercus coccinea	Scarlet Oak
Quercus muhlenbergii	Chinquapin Oak
Quercus palustris	Pin Oak
Quercus phellos	Willow Oak
Quercus buckleyi shumardii	Red Oak
Quercus velutina	Black Oak
Tilia Americana	Basswood/American Linden
Ulmus hollandica ‘Groenveldt’	Groenveldt Elm
Ulmus americana “libertas”	Liberty Elm
Ulmus parvifolia	Chinese/Lacebark/Drake Elm

3. Public Space Trees  
In addition to the above trees, the following trees may be placed within DOORYARDS, SQUARES OR CIVIC GREENS.

**PUBLIC SPACE TREE LIST**

Carya illinoensis	Pecan
Cerus canadensis var. texensis	Texas Redbud
Cerus x texensis	Oklahoma Redbud
Juglans nigra	Black Walnut
Magnolia grandiflora	Magnolia
Quercus macrocarpa	Bur Oak
Quercus muhlenbergii	Chinquapin Oak
Taxodium ascendens	Pond Cypress
Taxodium distichum	Bald Cypress

4. Private Space Plantings  
No trees or other plant species that have been identified as invasive may be planted in any outdoor location within the City Center District.

## Part 6. Parking and Loading Standards

### 601. Intent

- A. Promote a “park once” environment that will enable people to conveniently park and access a variety of commercial, residential, and civic enterprises in pedestrian friendly environments by encouraging shared parking.
- B. Reduce fragmented, uncoordinated, inefficient, reserved single-purpose parking.
- C. Avoid adverse parking impacts on neighborhoods adjacent to REDEVELOPMENT areas.
- D. Maximize on-street parking.
- E. Provide flexibility for REDEVELOPMENT of small sites and for the preservation or reuse of historic buildings.
- F. Increase visibility and accessibility of public parking.
- G. Support and encourage a multi-modal, bicycle and pedestrian-friendly environment.

### 602. Other Applicable Regulations

Pervious surfaces approved by the City Engineer are encouraged for surface parking lots.

### 603. Minimum Parking Requirements

- A. Properties zoned C-3 at the time of CCFBC adoption are exempt from these minimum parking requirements. See *Part 3. Section 303x. Illustrative Form District Map* for the applicable parcels. Properties zoned C-2 and located on Gray Street extending from Lahoma Avenue on the West to the railroad tracks on the East shall also be exempt from ~~either~~ the minimum parking requirements of the CCFBC ~~or the C-2 parking requirements when redeveloped.~~
- B. There is no minimum parking requirement for the re-use or renovation of an existing structure in which there is no gross floor area expansion.
- C. ~~If more than 3 BEDROOMS per DWELLING UNIT, development must provide 1 parking space per BEDROOM on-site. (Excluding URBAN GENERAL/URBAN STOREFRONT BFS.)~~
- D. An inset parking space located on a public street may be included in the calculation of parking requirements if it is adjacent to the building site (where more than 50% of the space is located within the street fronting the DEVELOPMENT parcel). On-street parking is subject to approval from the City of Norman’s Transportation Engineer.
- E. Each on-street parking space may only be counted once.
- F. Minimum reserved parking: Reserved parking includes all parking that is not shared parking.
  1. COMMERCE/CIVIC uses: There is no minimum requirement for reserved parking.

2. Residential—minimum reserved parking spaces per unit: ~~(Except as provided in 603. C. the following shall apply.)~~
  - a. ~~Up to 650 sf, regardless of BEDROOM count —.5 spaces/unit~~
  - b. ~~Between 650-1,000 sf ————— 1 space/unit~~
  - c. ~~Above 1,000 sf ————— 1.25 spaces/unit~~
  - d. STUDIO unit .5 spaces/unit
  - e. 1 BEDROOM unit .5 spaces/BEDROOM
  - f. 2 BEDROOM unit .5 spaces/BEDROOM
  - g. 3 BEDROOM unit or greater 1 space/BEDROOM

G. Minimum Shared Parking for Urban General, Urban Storefront, and Urban Residential Frontages:

1. COMMERCE: There are no minimum shared parking requirements where the non-residential Gross Floor Area (GFA) is under 10,000 square feet. Sites over 10,000 square feet in non-residential GFA shall have a minimum of 1 and 1/4 spaces per 1,000 square feet of non-residential GFA provided as shared parking.
2. ~~RESIDENTIAL: A minimum of 1/4 parking space per residential unit shall be provided as shared parking.~~
3. Shared parking shall be designated by appropriate signage and markings (parking shall be clearly visible and accessible to the public) as determined by the Director.

H. Achieving parking requirements:

1. Parking shall be located and configured in compliance with the PARKING SETBACK LINE or other regulations for the site on which it is located, as indicated on the REGULATING PLAN and/or BUILDING FORM STANDARD.
2. Minimum parking requirements may be met either on-site or within a 1000-foot walking distance of the DEVELOPMENT. ~~(See Section 605.C. Off-Site Parking, below, for additional standards.) (Exception 603. C.)~~
3. Parking lot design is up to the discretion of the developer. A parking lot striping plan must be provided by the developer.
4. Parking spaces shall be at least 162 square feet in area with a minimum width of 8.5 feet.
5. ~~In lieu of minimum parking requirements, the City may accept a one-time payment per each space of required shared parking. The City Council shall establish the amount of payment annually based on the approximate cost to build structured parking.~~
6. ~~Existing parking in all Center City Form District frontages may be used to achieve parking requirements in accordance with Section 605.C. Off-Site Parking. (Except as provided in 603. C.)~~
7. CORNER LOTS less than 12,900 total square feet shall only be required to comply with the parking setback line at the front of the property and



603.F.4. Consolidated public bicycle parking

not the side street. For the purposes of this paragraph, the frontage street is the same as the street address.

- I. Bicycle Parking: sites and/or projects over 10,000 square feet in land area have the following requirements: [\(Appendix C\)](#)
  - 1. For COMMERCE, the developer must provide 1 employee bicycle parking rack (2-bike capacity) per 5,000 square feet of commercial floor area and 1 visitor/customer bicycle parking rack (2-bike capacity) per 10,000 square feet of commercial floor area. The employee and visitor racks may be co-located.
  - 2. For RESIDENTIAL, the developer must provide 1 tenant bicycle parking rack (2-bike capacity) per 4 units and 1 visitor bicycle parking rack (2-bike capacity) per 10 units. Projects under 4 units shall have no requirement.
  - 3. Bicycle parking facilities shall be visible to intended users. The bicycle parking facilities shall not encroach on any area in the public right of way intended for use by pedestrians, nor shall they encroach on any required fire egress.
  - 4. On-street bicycle parking spaces (typically along the STREET TREE ALIGNMENT LINE) may be counted toward the minimum customer/visitor bicycle parking requirement. (For areas with constrained STREET-SPACE, an optional approach is to consolidate public bicycle parking in a single dedicated on-street parking space per BLOCK. *See figure 603.F.4.*)
- J. Permissive parking and loading facilities. Nothing in this ordinance shall be deemed to prevent the voluntary establishment of off-street parking or loading facilities to serve any existing use of land or buildings, in accordance with all regulations herein governing the location, design, and operation of such facilities.

### 604. Maximum Parking Standards

Except where one (1) parking space per bedroom is required by Section 603(c), the following shall apply:

- A. Reserved Parking for Urban General, Urban Storefront, and Urban Residential frontages:
  - 1. Surface and structured parking spaces may be reserved for a specific tenant or unit, provided that the following standards are not exceeded:

Use	Reserved (non-shared) Spaces (maximum)
<b>Residential</b>	1.0 per one-bedroom multifamily unit 1.25 per two-bedroom multifamily unit 1.5 per three or more-bedroom multifamily unit
<b>Nonresidential</b>	2.0 per 1,000 non-residential GFA

- 2. Reserved parking above the maximum may be provided upon payment to the City. The City Council shall establish the amount of payment annually based on the approximate cost to build structured parking.



## B. Shared Parking Limits

1. ~~Any time or hour of the day restrictions on shared parking shall be subject to approval by the Director. The Director may give approval based on a finding that: the parking is visible and accessible to the public, at least 12 hours of public parking are provided in any 24-hour period, and that at least 8 of those hours are provided during either business or nighttime hours depending on whether the Director determines that the primary use will be for COMMERCE OR RESIDENTIAL uses.~~
2. ~~There are no maximum limits on the amount of shared parking.~~

## C. Maximum Surface Parking (Except as provided in 603. C. the following shall apply.)

1. ~~For any new development within Urban General, Urban Storefront, and Urban Residential frontages, the total surface parking, shared and reserved, shall not exceed 2.25 spaces per 1000 square feet of gross floor area.~~
2. ~~For any new development within Townhouse/Small Apartment, Neighborhood Middle and Detached frontages, the total surface parking, shared and reserved, shall not exceed 2.25 spaces per 1000 square feet of gross floor area, except that surface parking above the maximum may be provided:
 
  - a. ~~upon payment to the City (the City Council shall establish the amount of payment annually); and~~
  - b. ~~the parking is constructed using standard or approved pervious paving materials.~~~~
3. ~~Maximum surface parking standards do not apply to structured or underground parking.~~

## 6054. Special Parking Standards

### A. Joint Parking

~~Sites abutting one another shall physically connect their surface parking areas at the lot line to create connecting drive aisles. Where such surface parking areas lie within 50 feet of one another, a mutual access easement acceptable to the Director shall be executed. Site configurations existing prior to the adoption of the CCFBC are exempt from this requirement.~~

### B. On-Street Parking

1. ~~A parking space located on a public street may be included in the calculation of shared parking requirements if it is adjacent to the building site (where more than 50% of the space is located within the street fronting the development parcel).~~
2. ~~Each on-street parking space may only be counted once.~~

## C. Off-Site Parking

1. Off-site parking shall be located and configured in compliance with the PARKING SETBACK LINE or other regulations for the site on which it is located, as indicated on the REGULATING PLAN and/or BUILDING FORM STANDARD.
2. ~~Off-site parking, shared or reserved, must be located within a walking distance of 1000 feet from the site it is serving.~~
3. ~~The off-site parking shall be located within the Center City Form District.~~
4. ~~The off-site parking must be the subject of a long-term lease approved as to form by the City Attorney, or permanently dedicated for off-site parking use.~~
5. ~~Where 603. C. applies off-site parking is not permitted.~~

## D. Tandem Parking

1. Tandem parking is only allowed for:
  - a. Single-family residential projects; and
  - b. Residential projects and the residential component of mixed-use projects.
2. ~~Two parking spaces in tandem shall have a combined minimum dimension of 9 feet in width by 34 feet in length.~~
3. Parking spaces shall be at least 162 square feet in area with a minimum width of 8.5 feet.
4. Tandem parking spaces shall follow normal parking space size requirements.
5. ~~Up to 75 percent of the total required off-street parking spaces provided may incorporate tandem parking.~~
6. ~~Tandem spaces shall be assigned to the same dwelling unit. Tandem parking shall not be used to provide guest parking.~~

## 6065. Parking Lot Plantings

- A. For any surface parking lot not separated from the STREET-SPACE by a building, the space between the RBL and the PARKING SETBACK LINE shall be planted with canopy shade trees from the Tree Lists in *Part 5. Urban Space Standards*. Trees shall be planted at an average distance not to exceed 30 feet on center and aligned parallel 3 to 7 feet behind the RBL/STREET WALL.
- B. The edge of any Urban General; ~~or Urban Storefront; or Urban Residential~~ surface parking lot adjacent to a Detached or ~~Townhouse/Small Apartment~~ Urban Residential lot shall:
  1. Be planted with canopy shade trees from the Tree Lists in *Part 5. Urban Standards*, placed at an average distance not to exceed 40 feet on center and aligned parallel 3 to 7 feet behind the COMMON LOT LINE.
  2. Have a STREET WALL, GARDEN WALL or PRIVACY FENCE along the COMMON LOT LINE.

## 6076. Loading Facilities

- A. No loading facilities are required.
- B. Where loading facilities are provided, they shall be located to the rear and/or ALLEY side of buildings.

## Part 7. Building Functions

### 701. General Provisions

#### A. Permitted Uses

Permitted uses by BUILDING FORM STANDARD Frontage are shown in *Section 702 with additional regulations, as applicable*. The categories in the use table are further listed and detailed in *Section 703 and 704*.

#### B. Use Determination

1. The Director is responsible for categorizing all uses, and applying the uses set forth in *Section 702, Use Table*. If a proposed use is not listed in a use category, but can be said to be reasonably similar in impact on the CC Form District to a listed use, the Director shall treat the proposed use as a use under that category. If a proposed use is not listed in a use category, and is fundamentally different from any other listed use, the use shall be prohibited. Also, the Director may make such decisions pursuant to *Section 104, Other Applicable Regulations, Subpart (B)*.
2. Uses Not Specifically Listed: When determining whether a proposed use is similar to a use listed in *Section 703*, the Director shall consider the following criteria:
  - a. The actual or projected characteristics of the proposed activity in relationship to the stated characteristics of each use.
  - b. Types of vehicles used and their parking and/or loading requirements.
  - c. The likely impact on surrounding properties.
  - d. The intent of the CC Form District.

#### C. Temporary Uses and Structures

Temporary structures such as shipping containers and other modular structures may be permitted to provide new business incubator space by housing retail and restaurant uses in the Urban General and Urban Storefront frontages for up to 24 months, with an optional annual renewal thereafter dependent on their performance and upkeep. Such temporary structures are not required to meet the Building Form Standards, but other performance standards may apply.

## 702. Use Table

The use table identifies the uses allowed in the respective BFS (~~BUILDING FORM STANDARD~~) fFrontages by STORY.

BUILDING FORM STANDARD (BFS)									
USE CATEGORY		Urban General		Urban Storefront		Urban Residential		Detached	Additional Regulations
		Ground Story	Upper Story	Ground Story	Upper Story	Ground Story	Upper Story	All Stories	
<b>RESIDENTIAL</b>	Household Living	✓	✓	✓	✓	✓	✓	✓	Sec. 704.B.1-2; 704.H
	Group Living		✓		✓	✓	✓	✓	
<b>COMMERCE</b>	Office	✓	✓	✓	✓	✓			Sec. 704.D.1-2
	Overnight Lodging	✓	✓	✓	✓	✓	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment	✓	✓	✓	✓				Sec. 704.F.1-5
	Vehicle Sales	✓	✓		✓				Sec. 704.F.2
	Passenger Terminal	✓							
	Child Care Center	✓	✓	✓	✓				See Part 9. Definitions
	Family Day Care Home	✓	✓	✓	✓	✓	✓	✓	See Part 9. Definitions
	Retail Sales & Service	✓	✓	✓	✓	✓			Sec. 704.F.2, 6, 7
	Restaurant/Bar/Lounge/Tavern	✓	✓	✓	✓				Sec. 704.F.1-5
	Art Studio/Artisinal Manufacturing	✓	✓	✓	✓	✓			Sec. 704.F.7
	Research & Development	✓	✓		✓				
	Self-service storage		✓		✓				
	Auto Repair	✓							Sec. 704.G.
<b>CIVIC</b>	See Part 8. Definitions	✓		✓		✓		✓	Sec. 704.C.

Key: ✓= Permitted    Blank Cell = Not Permitted

Note: All nonresidential uses permitted in the Urban Residential BFS shall only be permitted where identified on the Regulating Plan.

## 703. Use Categories

### A. Residential Uses

Residential Uses are allowed as set forth in *Part 9. Definitions: USES, RESIDENTIAL*, and shall be sub-categorized as follows per the Use Chart:

#### 1. Household Living

~~One, two-, or three-, or multi-dwelling unit structures or set of attached structures as applicable in each BFS~~  
Elderly housing

#### 2. Group Living

Assisted Living  
Boarding house, rooming house, lodging house  
Hospice  
Dormitory  
Fraternity and Sorority  
Monastery/convent  
Nursing home  
Transitional home

### B. Commerce Uses

1. **Use Classification.** The COMMERCE USES permitted in each BFS have been classified by the sub-categories represented on the Use Table. As set forth therein, each sub-category's included specific uses, as each use is determined by the Planning Director as set forth in *Section 701*, are subject to the particular DEVELOPMENT and performance standards set forth in the Use Table and those additional standards set forth in *Part 7. Section 704. Development and Performance Standards*, if any.
2. **Permitted Uses.** Generally, any use ~~permitted in the C-1, C-2 and C-3 districts~~ categorized and sub-categorized on the Use Chart, and as thereafter amended, are permitted where a representative sub-category is shown, and subject to the Planning Director's determination as set forth in *Section 701* ~~subject to applicable development and performance standards, except for those differences listed below.~~
3. **RETAIL SALES AND SERVICES.** Any use permitted pursuant to (B)(2) ~~under the C-1, C-2 and C-3 districts subject to applicable development and performance standards~~, except that:
  - a. Automobile surface parking lots are only permitted behind the PARKING SETBACK LINE
  - b. Outdoor athletic courts are only permitted as part of an adjacent fitness center
4. **Additional Uses, if not otherwise permitted.** In addition to those uses permitted pursuant to the Use Chart and (B)(2) above, the following are permitted as COMMERCE USES, subject to the Planning Director's determination as set forth in *Section 701*:
  - a. Hotels and Lodging
  - b. Auditoriums and arenas
  - c. Conference facilities and convention centers
  - d. Communication antennas mounted on existing structures
  - e. BAR, Lounge or Tavern and Live Entertainment subject to the requirements of *Section 704.F*.

## C. Civic Uses

1. **Permitted Uses.** See Permitted CIVIC USES are determined according to the definition set forth in *Part 9. Definitions: CIVIC USE*.
2. **Additional Uses.** The following uses are expressly allowed as set forth in *Part 9. Definitions: CIVIC USE* or expressly as set forth herein:
  - a. College, community college, university
  - b. Museum, library, auditorium, arena
  - c. Places of worship including church, mosque, synagogue, temple
  - d. Police, fire, EMS station, substation
  - e. Public or private (K-12) school
  - f. Neighborhood arts center, Community Center or similar community facility (public)
  - g. Farmers Market

## 704. Development and Performance Standards

### A. General

1. All permitted uses shall meet the *Section 402. General Provisions* and those standards specified in the applicable individual BUILDING FORM STANDARD pages.
2. No CIVIC, COMMERCE OR WORKSHOP use is permitted above a RESIDENTIAL use, except for rooftop restaurants where specifically designated in the Urban Storefront Frontage.
3. No drive-through services are permitted.
4. No smoke, radiation, vibration or concussion, heat or glare shall be produced that is perceptible outside a building, and no dust, fly ash or gas that is toxic, caustic or obviously injurious to humans or property shall be produced.
5. Communication antennas may be installed on any existing structure (such as a building, utility pole, water tower, etc., but excluding single-family residences and accessory uses) 3 STORIES in height or greater but no less than 45 feet provided that the additional antennas shall add no more than 20 feet to the height of said existing structure. Communication antennas which are architecturally compatible to the building architecture may locate on non-residential buildings less than 3 STORIES or 45 feet in height, subject to receiving a Certificate of Compliance. Associated equipment will be subject to final DEVELOPMENT plan approval. Associated equipment may be permitted on the roof so long as it is screened from view.

### B. Residential

1. See the Urban General BFS for configuration requirements for GROUND STORY RESIDENTIAL uses.
2. A lobby serving an upper STORY RESIDENTIAL use is permitted on the GROUND STORY of an Urban Storefront **BFSsite**.

### C. Civic

Buildings that house CIVIC USES ~~located on civic sites specifically~~ designated on the REGULATING PLAN are not subject to *Part 4. Building Form Standards* except for *Section 402.D. Neighborhood Manners*.

### D. Office

1. Office uses are not permitted within the required minimum depth for the STOREFRONT space in an Urban Storefront **Frontage** site.
2. Office uses are permitted within the GROUND STORY of designated LIVE-WORK ~~Townhouse~~ **Urban Residential** Frontage units.

### E. Overnight Lodging

1. GROUND STORY guest rooms shall meet the configuration standards for GROUND STORY residential uses as specified in the Urban General BFS.
2. A lobby serving an upper STORY overnight lodging use is permitted on the GROUND STORY of any Urban Storefront **BFS** site.
3. For ~~Detached and Townhouse/Small Apartment~~ **the Urban Residential** frontages, only ~~Bed & Breakfast~~ **BED & BREAKFAST** types are permitted.

### F. Restaurant/Bar, Retail Sales

1. Outdoor eating areas for eating/drinking establishments shall be allowed on the public sidewalk in Urban General and/or Urban Storefront Frontages, subject to:
  - a. the provision of a minimum clear width of five (5) feet within the CLEAR WALKWAY area; and
  - b. subject to the issuance of applicable permits.
2. A restaurant or RETAIL use is permitted in the second STORY of an Urban Storefront or Urban General site provided it is an extension equal to or less than the area of the same GROUND STORY use.
3. An eating/drinking establishment is permitted on the rooftop of an Urban Storefront site.
4. The sale and consumption of ~~cereal malt alcoholic~~ **alcoholic beverages** ~~and alcoholic liquor~~ shall be subject to all existing permitting provisions, as applicable.
5. Live entertainment and ~~drinking establishments~~ **BAR/lounge/tavern** are required to obtain a Special Use Permit if the walls of the facility are within 100 feet of a solely residential BFS within the CC Form District or a residential zoned property which is not included in the CC Form District.
6. No merchandise (including motorcycles, scooters, and ~~automotives~~ **automobiles**) may be left within the STREET-SPACE when the business is not open.
7. Only merchandise or a commodity manufactured on premise may be sold in the GROUND STORY of a LIVE-WORK unit.



## G. Auto Repair

Auto repair services may be permitted, subject to the following:

1. The property shall be at least 100 feet from any solely residential lot;
2. The use shall not include the display and rental of cargo trailers, trucks, or similar uses;
3. The storage or junking of wrecked motor vehicles (whether capable of movement or not) is prohibited;
4. Discarded parts resulting from any work shall be removed promptly from the premises. Automotive replacement parts and accessories shall be stored inside the main structure;
5. Upon the abandonment of the auto repair service, the use shall terminate and all structures exclusively used in the business (including underground storage tanks), except buildings, shall be removed by the owner of the property. For the purpose of this Subsection, the term “abandonment” shall mean non-operation as an auto repair for a period of 14 months after the retail services cease.

## H. Crematoriums

CREMATORIUMS are required to obtain a Special Use Permit and are subject to the following:

- a. CREMATORIUMS will be located a minimum of 400 feet from any solely residential BFS or residential zoning district and 100 feet from all other zoning districts measured from the closest point of the building to the nearest residential district.
- b. Facilities shall meet all applicable state and federal requirements for incineration equipment and shall be licensed at all times.
- c. All storage shall be inside.
- d. Incinerator stacks shall not be located on the front side of the roof of any structure facing the street.
- e. Crematoriums shall have direct vehicle access to an arterial street.

## I. Adult Entertainment Uses

Adult Entertainment Uses are required to obtain a Special Use Permit and are subject to the following:

- a. No such zoning shall be granted for any proposed location which is within a one thousand foot (1000’) radius of any other Adult Entertainment Use.
- b. No Adult Entertainment Use shall be allowed to locate within a five hundred foot (500’) radius of any church, public or private school (type which offers a compulsory education curriculum) or public or private park. Nor shall any Adult Entertainment Uses be allowed to locate within five hundred feet of any solely residential BFS or residential zoning district.
- c. All distances required to be met pursuant to the terms of this section shall begin at the property line of the proposed use and are measured to the nearest property line of the public or private lot, school, park, church, residentially zoned lot, or adult entertainment use within the proscribed distance, if any.

## J. Special Use for Dwelling Units with Four or More Bedrooms

In any BFS where residential use is permitted, DWELLING UNIT(S) may contain four or more BEDROOMS upon approval of a Special Use Permit as follows:

1. This provision is applicable to new construction, including demolition and reconstruction, or an addition/alteration to existing construction adding at least one BEDROOM where the resulting structure is to contain four or more BEDROOMS in a residential DWELLING UNIT(S);
2. This provision is not applicable to structures with four (4) or more BEDROOMS existing on or before the date O-1920-3 was enacted.
3. Where an existing structure already has four (4) or more BEDROOMS existing on or before the date O-1920-3 was enacted, but voluntarily seeks and is denied a Special Use Permit, denial alone will not render *Section 704 (J)* applicable unless an addition/alteration adding at least one more BEDROOM occurs per subpart (1) above.
4. ~~The requirement to obtain a Special Use Permit applies to new construction, including demolition and reconstruction, or an addition/alteration to existing construction adding at least one BEDROOM where the resulting structure is to contain four or more BEDROOMS in a residential DWELLING UNIT(S);~~
5. ~~An Applicant seeking a Special Use Permit pursuant to this subsection shall follow, and is subject to, those procedures and regulation set forth in the Norman Zoning Ordinance, at 22-434.1 except that:~~
  - a. ~~The Planning Director may also require applicant submit information in addition to that listed in 22-434.1(a) where the Planning Director feels that said additional information is necessary to address particular aspects of the subject property's character, or to assist in evaluating and determining a project's adherence to the goals of this Code;~~
  - b. ~~The Planning Commission and the City Council may also, in addition to those items identified in 22-434.1, take into account the underlying purposes and goals of the Center City Vision and this Code, in setting conditions (including occupancy conditions) recommending or approving any Special Use Permit application; and~~
  - c. ~~Any violation of a Special Use Permit constitutes a violation of the Norman City Code, as embodied in both the Norman Zoning Ordinance and this Code.~~
  - d. ~~This provision does not apply to structures with four (4) or more bedrooms existing at the time Section 704 (H) is enacted. Where an existing structure already has four (4) or more bedroom prior to enactment of Section 704 (H), but voluntarily seeks and is denied a Special Use Permit, denial alone will not render Section 704 (H) applicable unless an addition/alteration adding at least one more bedroom occurs per subpart (1) above.~~

## K. Special Use Procedure

1. An Applicant seeking a Special Use Permit pursuant to *Section 704* shall follow, and is subject to, those procedures and regulations set forth in the Norman Zoning Ordinance regarding Special Uses, currently found at 22-434.1 and as thereafter amended, except that:
  - a. The Planning Director may also require applicant submit information in addition to that required by the Zoning Ordinance where the Planning Director feels that said additional information is necessary to address particular aspects of the subject property's character, or to assist in evaluating and determining a project's adherence to the goals of this Code; and
  - b. The Planning Commission and the City Council may also, in addition to those items identified in the Zoning Ordinance regarding Special Uses, take into account the underlying purposes and goals of the Center City Vision and this Code, in setting conditions (including occupancy conditions) recommending or approving any Special Use Permit application.
2. Any violation of a Special Use Permit constitutes a violation of the Norman City Code, as embodied in both the Norman Zoning Ordinance and this Code.

## Part 8. Site Development Requirements

### 801. Intent

- A. This part applies to the ~~TOWNHOUSE/SMALL APARTMENT~~ URBAN RESIDENTIAL BFS, NEIGHBORHOOD MIDDLE and DETACHED FRONTAGE BFS that are newly DEVELOPED or REDEVELOPED pursuant to the CCFBC. Impervious surface controls are necessary to balance the DEVELOPMENT and stormwater needs in the CCFBC area, in addition to anticipated infrastructure improvements.

### 802. Site Grading Plan

- A. All site work and material storage must be completed within the property boundary. Any activities required in the public right of way or alley must be approved through application for a right of way permit through Public Works Engineering (405-366-5457) prior to commencing work. This includes the removal or construction of sidewalks, drives or alleys. Sidewalk removals must have a set plan for immediate replacement for public use.
- B. A site grading plan must be submitted containing the following information at a minimum:
1. Lot/building layout with dimensions;
  2. Existing and proposed impervious areas with dimensions and percentages;
  3. Existing and proposed ground contours and elevations;
  4. Proposed finished floor elevation of all structures using 1 foot or less contour intervals;
  5. Drainage patterns indicated by flow arrows and locations where stormwater leaves the site;
  6. Proposed drainage areas; and
  7. Location of downspouts.
  8. Explanation of how each drainage area will be collected by public stormwater infrastructure. Public stormwater infrastructure can include the public street or a stormwater inlet located within a public easement or right of way.

### 803. Drainage Calculations

- A. Drainage calculations prepared by an Oklahoma licenced professional engineer per Section 5000 of the Engineering Design Criteria for the site must be provided including the following information at a minimum:
1. Calculations must apply and satisfy methodology set forth in Section 5000 of the Engineering Design Criteria.
  2. Existing or historic runoff rate for each drainage area. If historic aerial photos indicate that structures or impervious areas had been demolished these areas can be used in the calculation of the historic runoff rate;

3. Permissible runoff rate based on time of concentration ( $t_c$ ) for each drainage area shall be determined as follows:
  - a. In no case shall  $t_c$  of less than 5 minutes be allowed.
  - b. For sites less than or equal to 10,500 square feet a  $t_c$  of five minutes can be assumed.
  - c. Or larger areas of REDEVELOPMENT  $t_c$  shall be calculated using the Section 5000 of the Engineering Design Criteria (EDC 5000).
- B. Each lot shall be drained to an abutting STREET OR ALLEY, and downspouts shall not be directed in such a manner as to adversely impact adjacent properties.
- C. For REDEVELOPMENT where impervious cover is increasing to 65%, the difference in the runoff between existing and post-DEVELOPMENT must be accounted for through site engineering and/or engineering solutions as described in EDC 5000, ~~or~~ the City of Wichita/Sedgwick County Stormwater Manual as adopted by City Council June 28, 2011, in Ordinance Number O-1011-52 Water Quality Protection Zone (Stormwater Manual) ~~or the current adopted City of Norman green stormwater infrastructure (GSI) manual.~~

## 804. Impervious Area

- A. Impervious coverage shall not exceed 65% unless incentive requirements as discussed in Section ~~9~~805 below are satisfied.

## 805. Impervious Coverage Incentive

- A. In order to exceed the maximum impervious coverage of 65% of each lot/ parcel, ~~the~~ all of the above conditions as well as the following conditions must be satisfied:
  1. Total impervious coverage may not, in any case, exceed of 85%.
  2. Owner/Applicant must submit a site grading plan and drainage calculations indicating no adverse affect per EDC 5000, to the side, adjacent, or down gradient properties will occur at proposed impervious area coverage.
  3. Owner/Applicant must utilize low impact development (LID), engineered solutions, Green Stormwater Infrastructure (GI), Best Management Practices or other stormwater device or devices to capture the first 1.0 inch of rainfall; and
  4. Owner/Applicant must ~~enter to submit~~ ~~an operations and maintenance manual agreement including detailed manual~~ ~~for all engineered solutions.~~ ~~This manual must be filed at the Cleveland County Courthouse prior to occupancy being granted and a copy of the filed manual provided to Public Works Engineering.~~ ~~and d~~ Deeded easements are required for any installed stormwater devices.
  5. ~~The owner of record will inspect all engineered solutions annually for compliance with the operations and maintenance manual. The~~

inspection report must be submitted to the Public Works Engineering prior to June 30 each year.

- B. The Stormwater Manual may be used to determine appropriate engineering solutions to meet the requirements of this section, with example requirements as follows:
1. Overland Flow Vegetated Filtration Areas (Vol 2 Pages 2-8 of Wichita Manual)
  2. Maximum contributing flow path length <75 foot
  3. Downspouts located at least 10-footfeet away from nearest impervious surface.
- C. Disconnected impervious areas shall drain continuously overland as sheet flow through a broad grassed area or vegetated filter strip to the property line or street.
- D. Further guidance for DEVELOPMENT in the CCFBC area may also be provided, in an administratively developed manual for approved LID Techniques and Engineered Solutions to guide impervious surface areas increases to as much as 85% (City Manual). The City Manual will provide proposed designs for engineered solutions that may be utilized for a site. ~~The proposed designs will have an equivalent impervious area that may be added to the site plan to reach the maximum increase in impervious area up to 85%.~~ Possible engineering solutions include:
1. Small detention ponds
  2. Underground detention ponds (if grades allow)
  3. Pervious pavers (if soil types allow)
  4. Enhanced dry swales and grass channels
  5. Infiltration and soakage trenches
  6. Filter Strips
  7. Bioretention Areas
  8. Rain Barrels/Storage Tanks (storage tanks must be screened to adhere to the architectural and landscape standards contained in the CCFBC)
  9. Tree wells

## Part 9. Definitions

The following terms are defined for the purpose of the Center City Form-Based Code. ~~Terms not defined here may be defined elsewhere in the City of Norman Zoning Ordinance. In such case, the definition contained in the Zoning Ordinance shall be used. Certain terms in this Code are used in very specific ways, often excluding some of the meanings of common usage. Where there is an apparent conflict or contradiction, the definition herein shall prevail.~~

**Accessory Unit.** A building or addition for living purposes (maximum footprint of 650 square feet—or the footprint of the main structure for ENGLISH BASEMENT type ACCESSORY UNITS) that is not the primary structure or principal DWELLING UNIT on a lot, that can be used as additional residential or home occupation space.

**Adult Amusement or Entertainment.** Amusement or entertainment which is distinguished or characterized by an emphasis on acts or material depicting, describing or relating to SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS, including but not limited to topless or bottomless dancers, exotic dancers, strippers, male or female impersonators or similar entertainment. This includes ADULT BOOKSTORES, ADULT MINI MOTION PICTURE THEATERS, ADULT MOTELS, ADULT MOTION PICTURE ARCADES, ADULT MOTION PICTURE THEATERS, MASSAGE PARLORS, and SEXUAL ENCOUNTER CENTERS.

**Adult Bookstore.** An establishment having as a significant portion of its stock in trade books, film, magazines and other periodicals which are distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Mini Motion Picture Theater.** An enclosed building with a capacity of less than 50 persons used for presenting material distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Motel.** A motel wherein material is presented, as part of the motel services, via closed circuit t.v. or otherwise, which is distinguished or characterized by an emphasis on depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Adult Motion Picture Arcade.** Any place at which slug-operated or electronically, electrically or mechanically controlled, still or motion picture machines, projectors or other image-producing devices are maintained to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by an emphasis on depicting or describing “Sexual Conduct” or “Specified Anatomical Areas.”

**Adult Motion Picture Theater.** An enclosed building with a capacity of 50 or more persons used for presenting material distinguished or characterized by an emphasis or depicting or describing SEXUAL CONDUCT or SPECIFIED ANATOMICAL AREAS.

**Alley/Alley Access Easement.** The public right-of-way or easement for vehicles and pedestrians within a BLOCK that provides access to the rear or side of properties, vehicle parking (e.g., garages), utility meters, recycling containers, and garbage bins.

**Attached Structures.** A set of two or more structures connected by a common wall which separates climate-controlled rooms in all attached structures.

**Attic Story.** Habitable space situated within the structure of a pitched roof and above the uppermost STORY. They are permitted for all BFS sites and do not count against the maximum STORY height or ultimate height limits of their BFS.

**Awning.** A roof-like covering, projecting from a building FACADE, usually of canvas, metal, or similar material and often adjustable, placed over the sidewalk, windows, or doors to provide protection from sun and rain.

**Balcony.** An exterior platform attached to the upper floors of the building FAÇADE (along any STREET FRONTAGE, forward of the REQUIRED BUILDING LINE). *Note that other balcony-type structures oriented toward the lot interior are not regulated by the Center City FBC, but may be regulated by other building or fire code requirements.*

**Bar/lounge/tavern.** An establishment whose primary activity, measured by dollar volume of sales, involves the sale and the on-premise consumption of intoxicating or non-intoxicating beer, mixed beverages, wine, or other liquor, and where food service, if any, is a secondary activity.

**Bay Window.** Generally, a U-shaped enclosure extending the interior space of the building outward of the FACADE/REQUIRED BUILDING LINE (along its STREET-SPACE side).

**Bed & Breakfast.** A use in which the owner operator provides lodging which included meal service to transient guests for compensation. The use is subordinate to the principal use and appearance of the structure as a residence.

**Bedroom.** ~~An enclosed space within a DWELLING UNIT that is not a garage, foyer, kitchen, bathroom, dining area or living room, that has at least seventy square feet of floor area. Dens, studies or other rooms which are capable of being used for sleeping quarters that contain a closet, or to which a closet could be added, shall also be considered a BEDROOM.~~

Any habitable room or space no less than 70 square feet and no greater than 144 square feet in floor area in a DWELLING UNIT which:

- a. may be segregated by any means of closure or is otherwise capable of being used for sleeping quarters; and
- b. has more than one means of egress (doorway or window); and
- c. is not a kitchen, bathroom (lavatory) or utility room;

Less and except only one room or space meeting this definition that is specifically designated and utilized as general living space (but only where a general living space is not otherwise provided in the same DWELLING UNIT).

Any room or space which meets this definition and is greater than 144 square feet in floor area shall be counted as two BEDROOMS. Every additional 144 square feet of floor area shall be counted as an additional BEDROOM.



**Block.** An increment of land comprised of lots, ALLEYS and tracts circumscribed and not traversed by streets (PEDESTRIAN PATHWAYS excepted). BLOCKS shall be measured at the REQUIRED BUILDING LINE (RBL).

**Block Corner.** The outside corner of a BLOCK at the intersection of any two STREET-SPACES (the RBLs). Inside corners, where the resulting angle formed by the BLOCK FACE is less than 180 degrees (concave) are not considered BLOCK CORNERS for the purposes of this Code.

**Block Face.** The REQUIRED BUILDING LINE frontage between BLOCK CORNERS.

**Buildable Area.** The area of the lot that building(s) may occupy, which includes the area of the lot behind the REQUIRED BUILDING LINE as designated by the BUILDING FORM STANDARD. The BUILDABLE AREA sets the limits of the building footprint now and in the future—any additions shall be within the specified BUILDABLE AREA.

**Building Corner.** The outside corner of a building where the primary building mass is within an angle less than 180 degrees. Inside corners, where the exterior space of the building mass forms an angle of more than 180 degrees are not considered BUILDING CORNERS for the purposes of this Code.

**Building Form Standards (BFS).** The part of this Code that establishes basic parameters regulating building form, including the envelope (in three dimensions), placement and certain permitted/required building elements, such as SHOPFRONTS, BALCONIES, and STREET WALLS. The BUILDING FORM STANDARDS establish both the boundaries within which things may be done and specific things that must be done. The applicable BUILDING FORM STANDARD(S) for a site is determined by its STREET FRONTAGE as per the REGULATING PLAN. This produces a coherent STREET-SPACE and allows the building owner greater freedom behind the FAÇADE.

**Building Face.** See FAÇADE.

**Child Care Center.** Any place, home or institution which receives more than seven children under 18 years of age, who are not of common parentage, for care apart from their parents, legal guardians or custodians, when such care is received for regular periods of time for compensation; provided, however, this definition shall not include those public and private schools organized, operated or approved under the laws of Oklahoma and regulated by the State Department of Education, those where custody of the children has been fixed by a court of competent jurisdiction, those where children are related by blood or marriage within the third degree of the custodial person, or to those public or private institutions caring for children while the parents, legal guardians or custodians are attending services, meetings, classes, or otherwise engaging in that institution's activities, to the extent such care and custody does not exceed four hours at any one time.

**Civic Green or Square.** A public open space designated on the REGULATING PLAN. The term *square* is generally used to describe spaces that have more paved surface area. The term *civic green* is generally used to describe a formally configured small public lawn or park that is primarily unpaved. CIVIC GREENS and SQUARES do not include active recreation structures such as ballfields and courts. See *Part 5. Urban Space Standards* for the specific controls on SQUARES and CIVIC GREENS.

**Civic Use Buildings.** Those buildings that house strictly CIVIC USES or historically and urbanistically significant structures designated on the REGULATING PLAN. CIVIC USE BUILDINGS and publicly-owned public art are not subject to the BUILDING FORM STANDARD prescriptions of this Code. See also USE, CIVIC.

**Clear Height.** Within a structure, the distance between the floor and ceiling. For entrances and other external building features, the unobstructed distance from the ground to the bottom of the lowest element above.

**Clear Walkway.** The portion of the sidewalk within a STREET-SPACE that shall remain clear of obstructions and allow public passage. The CLEAR WALKWAY width is specified in the *Street Type Specifications*.

**Clearly Visible from the Street-Space.** Many requirements of this Code apply only where the subject is “CLEARLY VISIBLE FROM THE STREET-SPACE.” (Note that the definition of STREET-SPACE includes SQUARES, CIVIC GREENS, PEDESTRIAN PATHWAYS, parks, and all public space except ALLEYS.) A building element more than 30 feet from a REQUIRED BUILDING LINE OR STREET-SPACE is by definition not CLEARLY VISIBLE FROM THE STREET-SPACE (such as elements facing a COMMON LOT LINE). Also, common or party walls are by definition *not* CLEARLY VISIBLE FROM THE STREET-SPACE. This does not exempt vehicle parking lots or parking structures from any BUILDING FORM STANDARD requirements.

**Commerce.** See USE, COMMERCE.

**Common Lot Lines.** Lot lines shared by adjacent private lots.

**Comparative Pedestrian Crossing.** The measured distance, shown on the Street Type Specifications, that a pedestrian would be within an automobile travel lane (or turning movement) while crossing a street. A crossing time is calculated based on a pedestrian speed of 3.7 feet per second (a generally accepted urban average). This distance/time is calculated in order to provide a relative gauge of the comfort level for pedestrians crossing the street.

**Complete and Discrete Facade Composition.** The FACADE articulation that breaks down the apparent scale of a large building into smaller apparent pieces. The intent of such a FACADE COMPOSITION is to provide ‘human scale’ for the STREET-SPACE. The objective requirements of the COMPLETE AND DISCRETE FACADE COMPOSITION section of the BUILDING FORM STANDARDS regulate and ensure such scalar break-down.

**Corner Lot.** A lot in which one side lot line is adjacent to a street or STREET-SPACE. Special building placement, fencing and landscape requirements may apply.

**Covered Sidewalk.** A roofed or built structure attached to the FAÇADE and extending beyond the REQUIRED BUILDING LINE and over the sidewalk or SQUARE, open to the STREET-SPACE except for supporting columns, piers, or arches. (See BUILDING FORM STANDARDS for complete specifications.)

**Crematorium.** A facility for the incineration of corpses, human or animal, to ashes. Crematorium does not include any establishment where incinerators are used to dispose of toxic, hazardous, infectious, or narcotic materials.

**Detached Frontage Building.** Building form and functions resulting from/as determined by the Detached BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Developing or Development.** As used in the CCFBC, these terms refer to construction or commencement of a use upon property(ies) where a NON-CONFORMING USE or NON-CONFORMING STRUCTURE did not previously exist.

**Dooryard.** The area within the STREET-SPACE between the FAÇADE of the building (generally the REQUIRED BUILDING LINE) and the CLEAR WALKWAY area of the sidewalk. The DOORYARD area is designated in the Street Type Specifications.

**Dormers.** Roofed ancillary structures with windows providing light and air to habitable space within the roof.

**Dwelling Unit.** ~~A single habitable unit with facilities equipped for living, sleeping, cooking, and eating.~~ A room or space or a suite of rooms or spaces used or intended to be used as an apartment and supporting general living conditions usually including a single cooking and dining space, single general living space, BEDROOM(s), bathroom(s) and utility room.

**Eave Height.** EAVE HEIGHT shall be measured at the bottom of the top layer of roofing material at its outermost point from the building wall.

**English Basement.** A habitable floor level below the first floor that is partially above and below grade, with direct STREET-SPACE access.

~~**Equivalent or Better.** A building material or construction technique that has been determined, by the Director, to be at least equal to, in appearance, durability, etc., or surpassing those expressly permitted herein.~~

**Façade (Building Face).** The building elevation facing the STREET-SPACE OF REQUIRED BUILDING LINE. Building walls facing private interior courts, COMMON LOT LINES, ALLEYS, and COMMON DRIVES are NOT FAÇADES.

**Façade Composition.** The arrangement and proportion of materials and building elements (windows, doors, columns, pilasters, bays, etc.) on a given FAÇADE.

**Family Day Care Home.** A structure used as a residence in which the resident receives seven or fewer children under the age of 18 years (including the caregiver's own resident preschool children under the age of five) for part-time care apart from their parents, legal guardians or custodians, when such care is received for regular periods of time for compensation.

**Fenestration.** Openings in the building wall, including windows and doors, allowing light and views between interior (private realm) and exterior (public realm).

**First Floor.** See GROUND STORY.

**Front Porch.** The ground floor platform attached to the FAÇADE OF REQUIRED BUILDING LINE side of the main building.

**Front Yard.** An open (unpaved) space required by certain BUILDING FORM STANDARDS extending across the entire width of the lot between the FAÇADE and the CLEAR WALKWAY. This area is contiguous with the STREET-SPACE, and includes any FRONT PORCH.

**Front Yard Fence.** The wood (picket), wrought iron fence, or masonry wall located along and surrounding the FRONT YARD. (For placement, height and gate specifications, see the BUILDING FORM STANDARDS.)

**Garden Wall.** A masonry wall defining a property line or delineating a private area. (For placement, height and gate specifications, see the BUILDING FORM STANDARDS.) A GARDEN WALL may serve as a FRONT YARD FENCE.

**General Living Space.** The single room in a DWELLING UNIT designated or utilized for common social activities of the occupants.

**Ground Story.** The first habitable level of a building at or above grade. The next STORY above the GROUND STORY is the second floor or STORY.

**Habitable Space.** A space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls or utility spaces are not considered habitable spaces.

**Legacy Zoning District.** A parcel's previous base zoning district existing immediately prior to the adoption of the CCFBC in July of 2017.

**Liner Shops.** Small shops (which can be as shallow as 15 to 20 feet) along the REQUIRED BUILDING LINE of a larger structure, with doors opening directly to the sidewalk. These small retail spaces break down the scale of large building FACADES. (Liner shops may or may not connect to the larger interior space.)

**Live-Work.** Where designated on the REGULATING PLAN, a townhouse is permitted to contain COMMERCE uses where it has its GROUND STORY configured as a SHOPFRONT.

**Massage Parlor.** Any place where for any form of consideration or gratuity, massage, alcohol rub, administration of fomentations, electric or magnetic treatments, or any other treatment or manipulation of the human body occurs as part of or in connection with SEXUAL CONDUCT or where any person providing such treatment, manipulation or service related thereto exposes SPECIFIED ANATOMICAL AREAS.

**Mezzanine.** An intermediate level between the GROUND STORY and the second STORY. It may be in the form of a platform, podium, or wide BALCONY. Its uses shall be limited to a continuation of the GROUND STORY uses.

**Non-Conforming Structure.** Any structure lawfully in compliance with its LEGACY ZONING DISTRICT at the time of CCFBC's adoption in July of 2017.

**Non-Conforming Use.** Any lawful use of land, building or structure existing on a subject property(ies) at the time of adoption of the CCFBC in July of 2017, which does not conform with the applicable use regulations of the CCFBC.

**Open Area.** See PRIVATE OPEN AREA.

**Parapet Height.** Where used to limit building height in this Code, PARAPET HEIGHT shall be measured at the top of the parapet, including any coping. An additional three feet in height by 12 feet in width or 15 percent of the FAÇADE, whichever is greater, is permitted for a section of the parapet to emphasize the building's primary street entry or a BLOCK CORNER.

**Parking Setback Line.** A line or plane indicated on the REGULATING PLAN which extends vertically up from the GROUND STORY floor level (unless otherwise noted on the REGULATING PLAN or BFS) and is generally parallel to the REQUIRED BUILDING LINE. The PARKING SETBACK LINE is a permissive minimum distance from the REQUIRED BUILDING LINE and parking may be placed anywhere within the lot behind this line, except where otherwise specified in this Code.

**Pedestrian Pathway.** An interconnecting paved way providing pedestrian and bicycle passage through BLOCKS running from a STREET-SPACE to another STREET-SPACE, an ALLEY or an interior block parking area. The area within a PEDESTRIAN PATHWAY shall be a public access easement or public right-of-way.

**Plaza.** See SQUARE.

**Privacy Fence.** An opaque fence made of wood or masonry (not chain link or any other type of rolled fence) along ALLEYS, COMMON DRIVES, COMMON LOT LINES and PEDESTRIAN PATHWAYS. See the BUILDING FORM STANDARDS for any height and placement specifications.

**Private Open Area.** An occupiable area within the BUILDABLE AREA and generally behind the PARKING SETBACK LINE, accessible only to occupants of the particular building or site, and (primarily) open to the sky. Additional specifications for the PRIVATE OPEN AREA may be included in each BUILDING FORM STANDARD. Private open area shall not be built-upon, used to satisfy minimum stormwater Best Management Practice area (if thereby excluding active tenant use), parked or driven upon (except for emergency access).

**Redeveloping or Redevelopment.** As used in the CCFBC, these terms refer to circumstances where alterations to a NON-CONFORMING STRUCTURE or NON-CONFORMING USE (pursuant to Part 2. Section 208 Non-Conforming Structures and Uses) result in destruction of non-conforming status and complete applicability of the CCFBC to a subject property(ies).

**Regulating Plan.** The implementing site plan for the DEVELOPMENT of the Center City Form District under this Code. REGULATING PLANS allocate the BUILDING FORM STANDARDS and street types and provide specific information for the disposition of each building site. The REGULATING PLAN also shows how each site relates to adjacent STREET-SPACES, the overall district, and the surrounding neighborhoods.

**Required Building Line (RBL).** A line or plane indicated on the REGULATING PLAN, defining the STREET FRONTAGE which extends vertically and generally parallel to the street, at which the building FAÇADE shall be placed. This is a requirement, not a permissive minimum. The minimum length and height of FAÇADE that is required at the RBL is shown on the appropriate BUILDING FORM STANDARD.

**Sexual Conduct.** The fondling or other touching of human genitals, pubic region, buttocks, or female breasts; ultimate sex acts, normal or perverted, actual or simulated, including intercourse, oral copulation, sodomy; masturbation, and; excretory functions as part of or in connection with any of the activities set forth above.

**Sexual Encounter Center.** Any building or structure which contains, or is used for commercial entertainment where the patron directly or indirectly is charged a fee to engage in personal contact with or to allow personal contact by, employees, devices or equipment or by personnel provided by the establishment which appeals to the prurient interest of the patron, to include, but not to be limited to bath houses, massage parlors, and related or similar activities.

**Short Term Rental.** The rental of an entire dwelling, or any portion thereof, for a period of not more than thirty (30) days, where the owner is engaged in a contract for the rental of that specific dwelling, or any portion thereof. An annual Short-Term Rental license may be issued to eligible Applicants by the City Clerk. A Short-Term Rental license is a privilege, not a right, and may be denied, suspended, revoked or not renewed.

**Sidewing.** The portion of a building extending along a COMMON LOT LINE toward the ALLEY or rear of the lot.

**Small Apartment Building.**—~~See TOWNHOUSE/SMALL APARTMENT FRONTAGE BUILDING.~~

**Specified Anatomical Areas.** Human genitals, pubic region, buttocks, and female breast below a point immediately above the top of the areola and human male genitals in a discernibly turgid state, even if completely and opaquely covered.

**Square.** See CIVIC GREEN.

**Stoop.** An entry platform on the FAÇADE of a building. (See the BUILDING FORM STANDARDS for specifications.)

**Shopfront (Storefront).** That portion of the GROUND STORY FAÇADE FENESTRATION intended for marketing or merchandising of COMMERCE uses and allowing visibility between the sidewalk and the interior space.

**Story (Story Height).** That space within a building and above grade that is situated between one floor level and the floor level next above, or if there is no floor above, the ceiling or roof above. STORY HEIGHT parameters are as specified by the appropriate BUILDING FORM STANDARD.

**Street Frontage.** That portion of the lot or building that is coincident with the REQUIRED BUILDING LINE as required by this Code.

**Streetlight.** A luminaire installed on both sides of the STREET-SPACE, along the STREET TREE ALIGNMENT LINE or median centerline, unless otherwise designated in this code, with the design criteria in the CC Form District giving equal weight to the lighting of the pedestrian areas and the automobile areas.

**Street-Space.** All space between fronting REQUIRED BUILDING LINES (streets, SQUARES, PLAZAS, PEDESTRIAN PATHWAYS, CIVIC GREENS, sidewalks, parks)—including any transit service operator passenger platform—but not garage entries or ALLEYS.

**Street Tree.** A tree required per this code and listed in the Street Tree List located in *Part 5. Urban Space Standards* that is of a proven hardy and drought tolerant species and large enough to form a canopy with sufficient clear trunk to allow traffic to pass under unimpeded.

**Street Tree Alignment Line.** A line along which STREET TREES shall be planted and STREETLIGHTS and other such infrastructure are to be placed. It is generally parallel with the STREET-SPACE.

**Street Wall.** A masonry wall set on the REQUIRED BUILDING LINE which assists in the definition of the STREET-SPACE in the absence of a building. See the BUILDING FORM STANDARDS for height and gate specifications.

~~**Townhouse/Small Apartment Frontage Building.** Building form and functions resulting from/as determined by the Townhouse/Small Apartment BUILDING FORM STANDARD indicated on the REGULATING PLAN.~~

**Tree Lawn (Tree Trench).** A continuous strip of soil area—typically covered with grass, other vegetation, bridging pavement, or sometimes porous pavers—located between the back of curb and the CLEAR WALKWAY AREA, and used for planting STREET TREES and configured to foster healthy STREET TREE root systems. TREE LAWN dimensions are specified in the Street Type Specifications.

**Urban General Frontage Building.** Building form and functions resulting from/as determined by the Urban General BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Urban Residential Frontage Building.** Building form and functions resulting from/as determined by the Urban Residential BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Urban Storefront Frontage Building.** Building form and functions resulting from/as determined by the Urban Storefront BUILDING FORM STANDARD as indicated on the REGULATING PLAN.

**Use, Art Studio.** A place of work for an artist, artisan, or craftsperson, including persons engaged in the application, teaching, or performance of the fine arts. “Artist” shall include, but is not limited to, painters, sculptors, and photographers.

**Use, Artisanal Manufacturing.** An establishment or business where an artist, artisan, or craftsperson makes or fabricates crafts or products by hand or with minimal automation and may include direct sales to consumers.

**Use, Auto Repair.** An establishment primarily engaged in the repair or maintenance of motor vehicles, trailers, and similar large mechanical equipment, including paint, body and fender, major engine and engine part overhaul, brake, muffler, upholstery work, tire repair and change, lubrication, tune ups and transmission work, provided such work is conducted within a completely enclosed building.

**Use, Civic.** For the purpose of the Center City Form District, CIVIC USES include: meeting halls; libraries; schools; police and fire stations; post offices (retail operations only, no primary distribution facilities); places of worship; museums; cultural, visual and performing art centers; transit centers; government functions open for the public; and, other similar community uses. Public ownership alone does not constitute CIVIC USE.

**Use, Commerce.** ~~For the purpose of the Center City Form District, COMMERCE USES shall be considered to generally encompass all of the by-right uses included in the C-1, C-2, and C-3 zoning districts of the City of Norman Zoning Ordinance, except for any differences provided in Section 703.B. of this CCFBC; the additional uses permitted in the same section; and all of the CIVIC USES defined above, except transit centers.~~ For the purpose of the Center City Form District, COMMERCE USES shall be considered to general encompass all of the Commerce categories and sub-categories represented on the CCFBC Use Table, and as thereafter amended, and as determined by the Planning Director pursuant to Sections 104 and 701 herein, except for any differences provided in Section 703 or Section 704 of this CCFBC; the additional uses permitted in sub-section 703(B)(4); and all of the CIVIC USES defined above, except transit centers.

**Use, Office.** For the purpose of the Center City Form District, OFFICES are occupations in the tertiary sector of the economy requiring special training in the arts or sciences. Some OFFICES require holding professional licenses such as architects, auditors, engineers, doctors and lawyers. Other OFFICES involve providing specialist business support to businesses of all sizes and in all sectors; this can include tax advice, supporting a company with accounting, or providing management advice.

**Use, Overnight Lodging.** Accommodation provided by an establishment (such as a hotel, bed and breakfast, or SHORT TERM RENTAL) where guests can sleep or spend the night.

**Use, Passenger Terminal.** A structure which services passengers boarding or leaving transportation vessels other than personal automobiles.

**Use, Recreation/Entertainment.** Recreation, amusement, or entertainment services being provided in an indoor or outdoor facility for the purpose of some leisure activity, including, but not limited to, arcades, computer arcades, escape rooms, gyms, laser tag, miniature golf, movie theaters, playgrounds or playhouses, pools, skating rinks, sports or athletic facilities, virtual reality rooms, and similar uses.

**Use, Professional Services.** ~~For the purpose of the Center City Form District, PROFESSIONAL SERVICES are occupations in the tertiary sector of the economy requiring special training in the arts or sciences. Some PROFESSIONAL SERVICES require holding professional licenses such as architects, auditors, engineers, doctors and lawyers. Other professional services involve providing specialist business support to businesses of all sizes and in all sectors; this can include tax advice, supporting a company with accounting, or providing management advice.~~



~~**Use, Residential.** For the purpose of the Center City Form District, RESIDENTIAL USES shall be considered to encompass all of the by-right uses in the residential zoning districts as defined in the City of Norman Zoning Ordinance.~~

**Use, Research and Development.** An establishment or complex of structures located in a building whose dimensions are intended to foster physical, chemical and biological research and/or experimentation involving but not limited to controlled simulation of factors, development of prototypes, chemicals, commodities, pharmaceuticals, information technology, electronics and instrumentation for academic and industrial purposes.

**Use, Residential.** For the purpose of the Center City Form District, RESIDENTIAL USES shall be considered to encompass all of the Residential categories and sub-categories represented on the CCFBC Use Chart, and as thereafter amended, and as determined by the Planning Director pursuant to Sections 104 and 701 herein.

**Use, Retail.** For the purpose of the Center City Form District, RETAIL USES include the following:

**Retail Service.** Establishments providing services, as opposed to products, to the general public, including restaurants, hotels and motels, finance, real estate and insurance, travel agencies, health and educational services, and galleries; as well as personal services as defined in the City of Norman Zoning Ordinance.

**Retail Sales.** Establishments wherein the primary use is the sale of merchandise for use or consumption by the immediate purchaser.

**Use, Self-Storage.** A retail service establishment providing off site storage space to residents and businesses, offering convenience storage and limited warehousing services primarily for personal effects and household goods within enclosed structures having individual access, but excluding use as workshops, hobby shops, manufacturing or commercial activity.

**Use, Vehicle Sales.** Establishments where the primary activity taking place is the buying and selling of new or used vehicles.

## Appendix A

### A. Process

Upon adoption, the Center City Form Based Code (CCFBC) will be the Zoning District for all parcels within the identified Center City area except for the commercial area of Campus Corner as marked on the Illustrative Form District Map and REGULATING PLAN, found in *Part 3. Sections 302, 303 & 304*, respectively. The exclusion of the commercial area of Campus Corner may be reevaluated by City Council, with input from Campus Corner property owners and stakeholders, at such time that an adequately-sized parking structure that is open to the public is completed or an appropriate funding mechanism is approved. A property owner seeking to develop or redevelop a parcel within the CCFBC District can comply with CCFBC regulations or apply for rezoning to Center City Planned Unit Development (CCPUD).

1. A property owner and/or applicant must attend a Pre-Application Conference (as defined in *Part 2. Section 204.A.*) prior to choosing to comply with CCFBC, or to apply for voluntary participation in any Pattern Zoning program or overlay adopted for applicable CC Form District properties, or apply for rezoning to CCPUD.
2. If the CCFBC is chosen, the administrative process established in *Part 2. Administration* of the CCFBC will be used for site plan review, demolition permit and preliminary plat through the Development Review Committee after staff review. Final Plat will require City Council approval. Any parcel formerly designated as C-3 immediately prior to the adoption of the CCFBC shall not be subject to any maximum building height or parking restrictions contained within the CCFBC. Properties zones C-2 and located on Gray Street extending from Lahoma Aveune on the West to the railroad tracks on the East shall also be exempt from either the minimum parking requirements of the CCFBC or the C-2 parking requirements when redeveloped.
3. If CCPUD is chosen, the property owner and/or DEVELOPMENT applicant is required to comply with the rezoning process outlined within *Chapter 22, Section 442.1* of the City of Norman Code of Ordinances. The primary goal of the new CCPUD category is to provide flexibility (beyond that provided in *Section 206. Administrative Adjustments*) when a property owner seeks to comply with the intent and goals of the FBC but seeks relief regarding specific requirements of the FBC. Examples of DEVELOPMENT seeking relief might be, but are not limited to, construction of affordable housing, or housing that encourages aging in place, or other emerging trends in housing.
4. If voluntary participation in Pattern Zoning is chosen, the applicant must follow any procedures established therein, in conjunction with CC Form District requirements, as applicable.

## B. Incentives

The following incentives will be provided to encourage property owners and/or applicants to use the CCFBC.

1. Administrative approval of DEVELOPMENTS conforming to the Center City Form Based Code.
2. Incentives identified by City Council under a properly adopted Project Plan for Tax Increment Financing.
3. Pattern Zoning program or overlay incentives that may be adopted for applicable CC Form District properties.

## Appendix B

### SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages DEVELOPMENTS that create the character of DEVELOPMENT envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a DEVELOPMENT that does not meet the strict regulations required in the CCFBC.
  2. Provide open space/street space that is compatible with the concepts of the CCFBC.
  3. Provide comprehensive and innovative planning and design for a DEVELOPMENT which is consistent and compatible with surrounding DEVELOPMENTS.
  4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
  5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
  6. Encourage DEVELOPMENTS that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the Center City Form Based Code.
- B. Uses Permitted. The CCPUD regulations are designed to provide for any mix of uses. There are no specifically prescribed uses which are permitted within the boundaries of the Center City Area in order to increase creativity and flexibility in the Center City Area when DEVELOPMENT according to the CCFBC is not feasible. The owner/applicant will be responsible for the preparation of a list of permitted uses within the specific CCPUD. The DEVELOPMENT of the list shall take into account the nature and purpose of the CCPUD area, and such uses and locations shall be appropriate in order to protect and be in harmony with surrounding DEVELOPMENT.

### C. Standards of Development.

1. **Ownership control.** Applicants submitting an application for approval of a CCPUD must be the owner of the property. The approved CCPUD shall be binding on all subsequent owners of the land until revised as authorized in this section.
2. **Minimum District Area.** Any legally existing lot in the Center City Area.
3. **Parking and off street loading.** All uses established within a Planned Unit Development shall comply with the off street parking and loading requirements as established in Part 6. Parking and Loading Standards of the CCFBC. Properties currently zoned C-3 in the Center City area as of the date of approval by City council of the CCFBC shall have no parking requirements.
4. **Perimeter requirements.** In order to assure compatibility with surrounding DEVELOPMENT, the developer shall submit specific information as to the setbacks, building height, coverage factors and other elements necessary for all perimeter lots that are adjacent to the boundary of the CCPUD District, or adjacent to any boundary or perimeter street right of way. While no specific setback requirements are herein established, the Planning Commission and City Council shall consider the nature, extent and character of the adjacent DEVELOPMENT and shall take into consideration the types of area regulations applicable to those adjacent properties.
5. **Open Space requirements.** Open space is an essential ingredient in a Planned Unit Development and is one of the most basic and important design elements. A minimum amount of open space must be provided consistent with the requirements of the CCFBC. A property owners' association shall be required if arrangements for improving, operating and maintaining all such common open space areas and other communally-owned facilities have not been completed in a manner satisfactory to the City of Norman.
6. **Property Owners' Associations.** The developer shall create such legal entities as appropriate to undertake and be responsible for the ownership, operation, construction and maintenance of common elements. All legal instruments setting forth a plan or manner of permanent care and maintenance of such common elements shall be approved by the City Attorney as to legal form and effect, and by City Council as to the suitability of the proposed use of the common elements.
7. **Building Height.** The height of structures on the west side of University Boulevard extending from Boyd Street to the alley north of Apache Street shall be a maximum of three stories. Properties currently zoned C-3 in the Center City area as of the date of approval by City Council of the CCFBC shall have no height requirements.
8. **Central Core Area of Norman sprinkling requirements.** Within the Center City Form-Based Code Area of Norman exhibited in Norman Code 22-429.7, and as that area is contained within the Central Core Area of Norman (see map exhibit to Norman Code 22-431.7) and two-

family(duplex) structure with four or more BEDROOMS per unit is required to be sprinkled per the requirement in Section P2904 of the International Residential Code (IRC) or NFPA 13D, or as these documents are amended.

9. A theater, including one that sells alcoholic beverages in compliance with state law, may be incorporated into appropriate CCPUD's.

D. Application Procedures. The Planned Unit Development application procedure shall consist of three phases.

1. Pre-application conference. Before submitting an application for any CC PUD, the landowner, or his authorized agent, shall schedule a Pre-application conference with City Staff. The intent of this conference is to provide guidance to the applicant prior to submitting a zoning application and to identify the information necessary for filing the application. The pre-application information shall include the following:
  - a. Boundaries of the property involved;
  - b. Existing zoning of the area and zoning of adjoining properties;
  - c. Existing roadways, easements and waterways;
  - d. A site development plan at a level of detail sufficient to indicate to the City the nature and scope of the project as to its magnitude in terms of approximate number and types of DWELLING UNITS, location and extent of non residential elements, proposed locations of open space areas, and major circulation facilities; and
  - e. Proposed treatment of the perimeter of the CCPUD.
2. Zoning application. The application for the CCPUD shall consist of a simultaneous submission of a rezoning application, site development plan and subdivision plat, if applicable.

The Rezoning Application/Site Development Plan and subdivision plat, if applicable, shall include at least the following information:

- a. Proposed title of the project and name of any engineer, architect, land planner, landscape architect, or company responsible for various elements of the plan.
- b. Site development plan of the property indicating the location of different land uses, dwellings by types and numbers, and areas proposed for open space and recreational use.
- c. All setback lines for all properties shall be shown.
- d. If the project is to be developed in more than one phase, the boundaries of each proposed phase shall be clearly indicated on the development plan.
- e. Calculations shall be submitted of the total number of gross acres in the project, and the acres and percentages thereof proposed to be devoted to the different dwelling types, commercial or other non residential uses, as well as streets, parks, schools, and other reservations.

- f. Tabulation of the total number of DWELLING UNITS by various types in the project and if the project is to be developed in phases, by each phase within the project.

The CCPUD zoning application will be reviewed by Staff and their recommendation shall be forwarded to the Planning Commission for a public hearing and the public hearing shall be legally advertised as specified in Section 422.1 of the Zoning Ordinance.

At the public hearing before the Planning Commission, the applicant and interested citizens will have the opportunity to discuss the merits of the CCPUD proposal. The Planning Commission will assess the proposal in light of ordinance guidelines and will take action after weighing the recommendations of the Staff, the applicant's presentation, and the community's response. The Commission shall recommend approval; recommend approval conditioned on specified modifications; or recommend disapproval of the CCPUD application.

After the CCPUD application is reviewed by the Planning Commission, it will be forwarded to the City Council for their action. The City Council may grant; deny; defer for requested changes or information; or return the application to the Planning Commission for further study. The Council may direct the Planning Commission to reconsider specific aspects of the CCPUD application.

If the City Council approves the CCPUD application, it shall be in the form of an Ordinance which shall specify all conditions and schedules necessary to insure that the proposed CCPUD is accomplished. The applicant is permitted to construct the CCPUD in more than one phase or stage of construction. In such cases, the applicant shall clearly indicate on the Site Development Plan map the boundaries of each proposed phase and any common elements to be constructed with each phase.

E. Submission requirements. As part of the application process for a CCPUD the applicant shall be required to submit the following documents and information:

1. CCPUD zoning district narrative.
  - a. A statement describing the general character of the total DEVELOPMENT and including the rationale behind the assumptions and choices represented in the application.
  - b. Quantitative data including the following information:
    - (i) Parcel size;
    - (ii) Types and numbers of permitted uses and the square footage areas of each category of use;
    - (iii) Proposed building coverage;
    - (iv) Total square footage of common open space by type.
  - c. A Site Development Plan meeting the following requirements:
    - (i) Submitted on one or more sheets not to exceed 24 inches by 36 inches, including a small scale vicinity map;

- (ii) To scale (scale indicated) and directionally oriented, such scale to be as large as possible in order to indicate as much detail as possible;
  - (iii) Lot lines;
  - (iv) Existing and proposed circulation system of all streets, including off street parking areas, service areas, loading areas, and major points of access to public rights of way (ingress and egress);
  - (v) Existing and proposed pedestrian circulation systems;
  - (vi) Proposed treatment of the perimeter of the property, including materials and techniques used such as screens, fences and walls, as well as description of uses, setbacks, and the relationship to surrounding uses;
  - (vii) General schematic landscape plan of the treatment of the area used for private and common open spaces;
  - (viii) Location and size of all areas to be conveyed, dedicated, or reserved as common open spaces, public parks, recreational areas, school sites, and similar public and semi public use;
  - (ix) Location, dimensions, nature of all existing and proposed easements and public improvements;
  - (x) Location of structures;
  - (xi) Indication of existing natural features of the property, including water courses, floodplains, unique natural features, and vegetation;
  - (xii) A legal description of the total site proposed for DEVELOPMENT;
  - (xiii) A DEVELOPMENT schedule indicating the approximate date when construction of the CCPUD, or phases of the CCPUD, can be expected to begin and be completed;
  - (xiv) A statement of the applicant's intentions with regard to the future selling or leasing of all, or portions, of the CCPUD, including land areas and DWELLING UNITS; and
  - (xv) A Preliminary Plat, if applicable, submitted in accordance with Chapter 19.
2. Final Plat. If a subdivision plat is required, the following additional information shall be provided with the Final Plat:
- a. A description of the maintenance provisions of the DEVELOPMENT;
  - b. A final subdivision plat;
  - c. A survey of the property;
  - d. Any changes to the approved DEVELOPMENT schedule, including:
  - e. Starting date;
  - f. Dates when various phases are projected to be completed.
  - g. An updated site development plan;



- h. All legal instruments or covenants in a recordable form. Any such covenants shall stipulate that items of interest to the City of Norman, such as the DEVELOPMENT schedule, permitted uses, and disposition of any required open space, may not be altered by the developer or the property owners association without the specific approval of the City.
- F. Administration. Applications for any building permit within an approved CCPUD, which vary from the standards and conditions set forth in the approved CCPUD, may be approved by the Planning Director within the following guidelines:
  - 1. Does not increase the proposed floor area for non residential use by more than five percent (5%). Does not increase total number of DWELLING UNITS by more than five percent (5%) within a given phase.
  - 2. Does not increase total building coverage by more than five percent (5%).
  - 3. Does not increase building height by more than five percent (5%).
  - 4. Provides for a decrease of up to ten percent (10%) in land coverage, height, or number of DWELLING UNITS.

# Appendix C

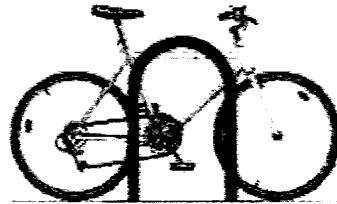
## Bicycle Parking Design Guidelines

### 1. THE RACK ELEMENT

Definition: the rack element is the part of the bike rack that supports one bicycle.

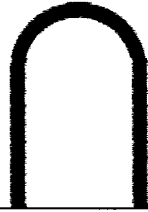
The rack element should:

- Support the bicycle upright by its frame in two places
- Prevent the wheel of the bicycle from tipping over
- Enable the frame and one or both wheels to be secured
- Support bicycles without a diamond-shaped frame with a horizontal top tube (e.g. a mixte frame)
- Allow front-in parking: a U-lock should be able to lock the front wheel and the down tube of an upright bicycle
- Allow back-in parking: a U-lock should be able to lock the rear wheel and seat tube of the bicycle



Comb, toast, school-yard, and other wheel-bending racks that provide no support for the bicycle frame are NOT recommended.

The rack element should resist being cut or detached using common hand tools, especially those that can be concealed in a backpack. Such tools include bolt cutters, pipe cutters, wrenches, and pry bars.



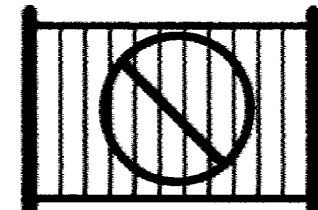
**INVERTED "U"**  
One rack element supports two bikes.



**"A"**  
One rack element supports two bikes.



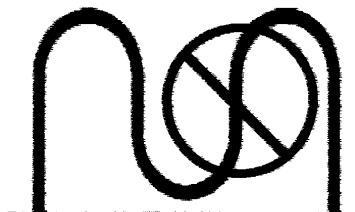
**POST AND LOOP**  
One rack element supports two bikes.



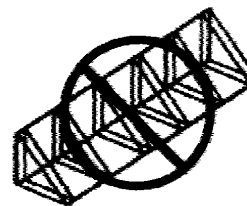
**COMB**  
One rack element is a vertical segment of the rack.



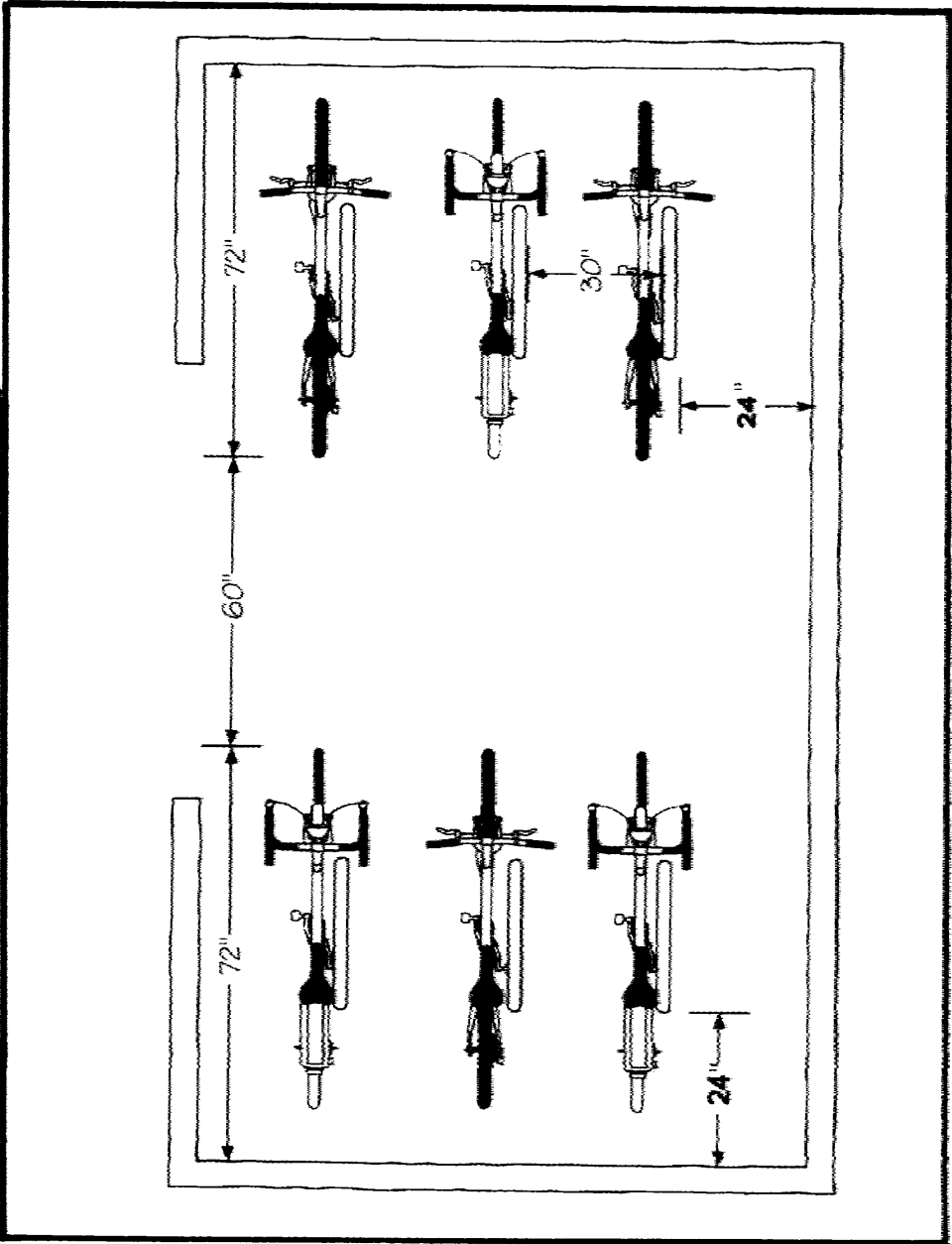
Not recommended



**WAVE**  
One rack element is a vertical segment of the rack. (see additional discussion on page 3)



**TOAST**  
One rack element holds one wheel of a bike.



**Applicant:** City of Norman

**Project Location:** Center City Form-Based Code Area

**Case Number:** PD22-10

**Time:** 6:00 p.m.

**Applicant/Representative**

N/A

**Attendees**

- Tony Gardner
- Steve Jones
- Judy Hatfield
- Scott Lambert
- Vince Brigham
- Thad Decker
- Robbie Ward
- Bob Flexner
- Birthe Flexner
- Lee Hall
- Helen Grant
- Terry Smallwood
- Renay Smallwood
- Gunner Joyce
- Szeming (Sam) Cheng

**City Staff**

- Logan Hubble, Planner I
- Anais Starr, Planner II
- Jane Hudson, Planning Director
- Colton Wayman, Planner I
- Beth Muckala, Assistant City Attorney III

**Application Summary**

The applicant is requesting an update to the Center City Form-Based Code

**Neighbor's Comments/Concerns/Responses**

A gentleman asked "What does this mean" referencing notification letter he received and his rental property on Comanche. City staff explained that only development and redevelopment of the property would trigger the requirements of the CCFB Code.

Judy Hatfield asked if off-site parking was allowed. City staff indicated affirmative and explained the particular set of rules.

Following question if you are allowed to apply for a mixed use type structure. City staff indicated that it was allowed by right in some CCFBC Frontages but the CCPUD was always an option.

Bob and Birthe Flexner, asked if there had been in changes in the Detached Frontage. Staff explained that there had not been.

Scott Lambert asked if any changes were made to the Stormwater section. City staff discussed the minor changes to this section. Council Member Hall asked to elaborate on this question. She indicated that the Johnson and Associates Implementation Plan would be started soon. That plan would lay out the prioritization of infrastructure including alleyways.

The same gentleman wanted to know if he can add parking to his property. City staff explained the rules regarding the addition of parking.

# CITY OF NORMAN

Pre-Development Meeting

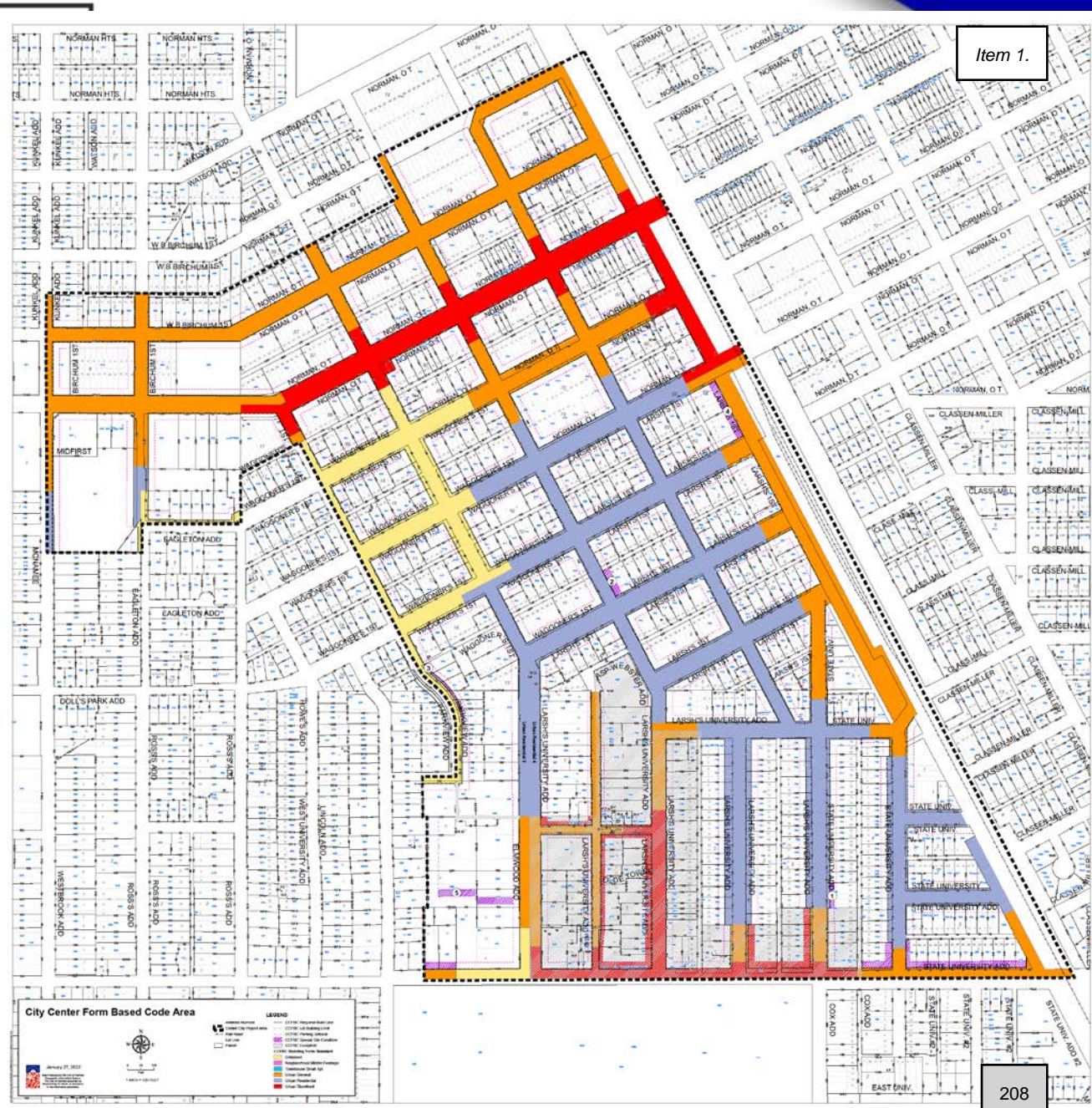
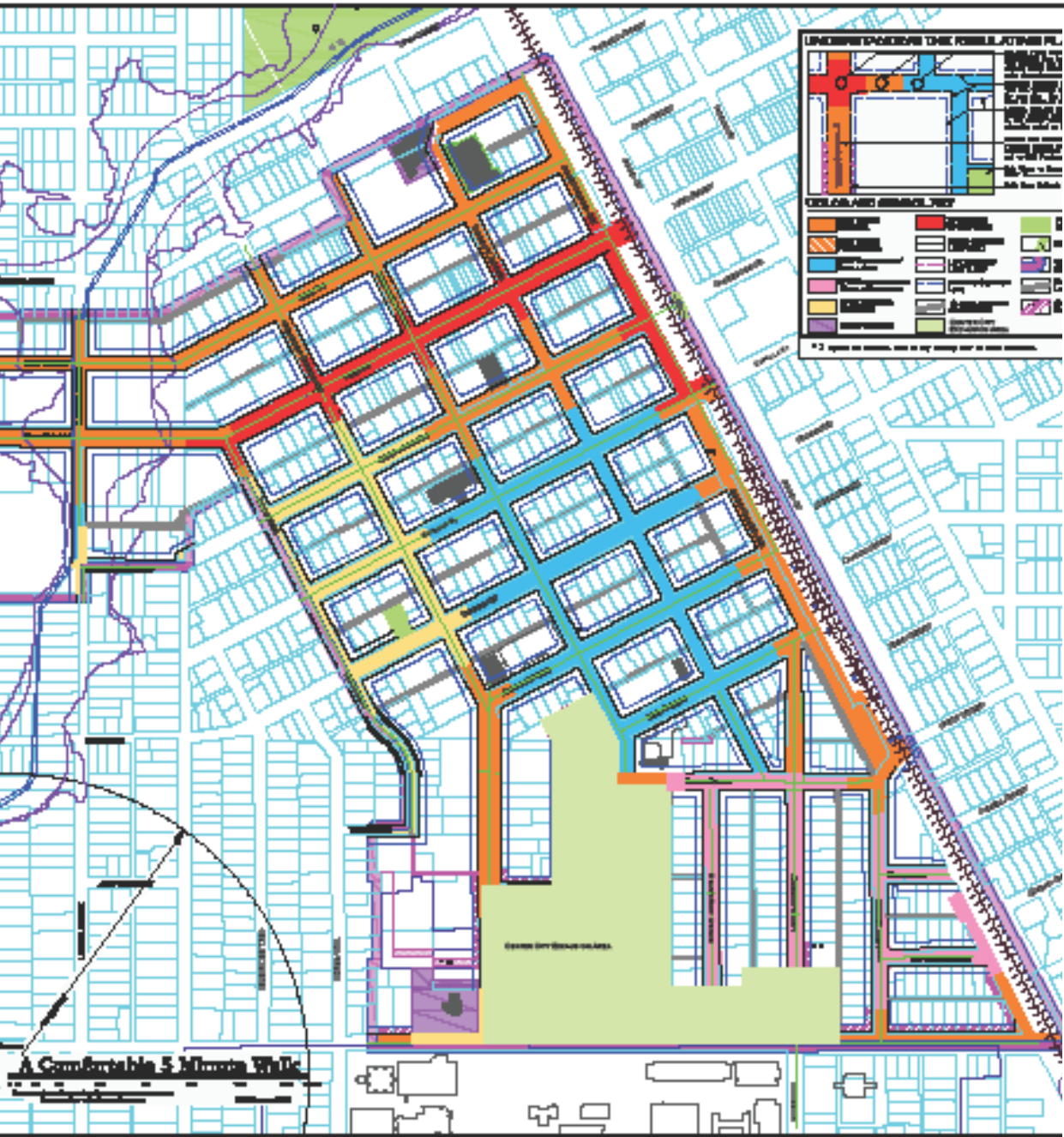
May 26, 2022



# Major Changes

- Townhouse/Small Apartment and Neighborhood Middle frontages become Urban Residential frontage
- Urban Residential frontage is more fleshed out
- New maximum height and unit minimum maps
- New unit minimums in Urban General frontage
- Removed unit maximum in former Neighborhood Middle frontage
- New parking requirements





Item 1.



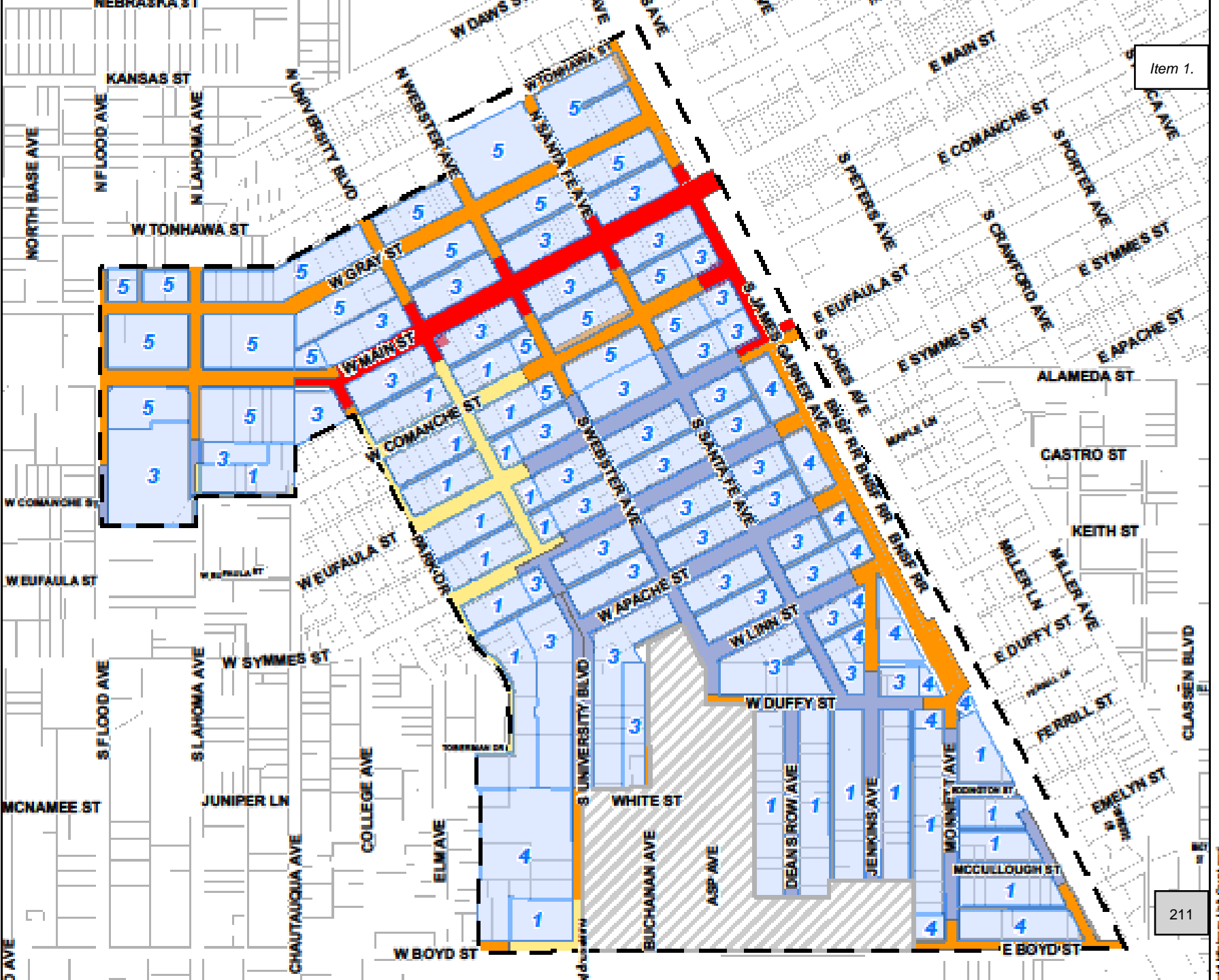
# Urban Residential

- Urban General BFS, but only allows residential uses
- Finished floor elevation lowered to 14 inches (was three feet min. in Townhouse/Small Apartment and Neighborhood Middle)
- Allowance for courtyards (was allowed in Neighborhood Middle but not Townhouse/Small Apartment or Urban Residential)





# New Unit Minimum Map



# New Parking Requirements

Studio Unit	0.5 parking spaces per unit
1 Bedroom Unit	0.5 parking spaces per bedroom
2 Bedroom Unit	0.5 parking spaces per bedroom
3+ Bedroom Unit	1 parking space per bedroom



# Other Changes

- Detached frontage – ancillary structure can be as tall as primary structure
- All exterior walls must meet fenestration requirements (as building code allows)
- Clarified non-conforming structures and uses
- Added or amended 37 definitions
- Use section is categorical, with no references to zoning code
- Parking lot design is up to the discretion of developer
- Storage tanks must be screened on at least 2 sides
- Sidewalk removals must have plans for immediate replacement



# CITY OF NORMAN

Pre-Development Meeting

May 26, 2022



Date: June 7, 2022

To: Center City Form Based Code Ad Hoc Committee

RE: Summary Memo – Review of Ad Hoc Committee Discussion Items

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The Center City Form Based Code (CCFBC) Ad Hoc Committee have been meeting since January 20, 2022. As we are all aware, there was a long list of discussion items needing to be addressed during this Administrative Delay.

Below is copy of the CCFBC Administrative Delay Resolution, R-2122-83.

*That, the Center City Form Base Code Ad Hoc Review Committee (“CCFBC Ad Hoc Committee”) shall be created on an ad hoc basis to provide guidance and recommendation regarding the following proposed areas of revision to the CCFBC:*

*Simplification of the code to make requirements clear for staff and developers, architects and designers, through (listed in no particular order, priority of Committee review to be determined by Chair):*

- *Side yard setbacks – lot line to lot line for the first 12 feet;*
- *Possible consolidation in number of frontages;*
- *Clarify terms and definitions and address incompatible or conflicting language or provisions;*
- *Consolidate and simplify code format and provisions while clarifying inter-capability with other aspects of City Code and regulations (i.e. building codes - ground floor residential/commercial, Engineering Design Criteria);*
- *Structure elevation, 3’ elevation/accessibility issues where applicable;*
- *Fully identify and define “triggers” to CCFBC applicability and better define the treatment of legacy-zoned properties (or otherwise legal nonconforming structures and uses) existing in CCFBC (as of adoption), adopting Section 208. Designed Deviations, previously removed;*
- *Discuss allowed signage – location, size and dimensions;*
- *Refine definition of “bedroom” to better respond to needs of code and to coordinate with other implicated definitions (such as Zoning Ordinance generally, CNZOD specifically, or other regulating bodies such as the County);*
- *The number of bedrooms allowed per unit before a Special Use is be required – now at 4;*
- *Increase in and provision for application of architectural requirements to ensure quality structures/properties;*
- *Impervious lot coverage issues, and what should be allowed in terms of design and approach, coordinated with Public Works/Storm water division;*

- *Setback inconsistencies, including corner lot design issues, explore opportunity for pattern zoning to benefit corner lot design, including amendment to the Regulating Plan;*
- *Pedestrian lighting;*
- *Alley improvements;*
- *On-street parking design guideline;*
- *Clarification of dumpster/polycart provision and placement requirements;*
- *Reformulation of parking requirements:*
  - *To increase/decrease parking spaces required,*
  - *Fix the “fee in-lieu of” sections of the code;*
- *Amend, supplement and clarify Use Chart and relating provisions;*
- *Fix elements that prevent quality structures, address barriers to courtyard development;*
- *Potential Regulating Plan Amendment - reduce the size of CCFBC area;*
- *Creation of quality open space, including public spaces;*
- *Residential Block Face landscape requirements to promote a walkable neighborhood;*
- *Protection of downtown structures, including non-conforming one-story structures and existing signage.*

The Committee has met nine times since January 20, 2022. The below summary details the hard work the Committee and staff have invested during this time. We have worked together on these items listed below and have addressed a vast majority of these issues. There will undoubtedly be additional items for discussion in the remaining two meetings – this is to be expected and staff will listen for additional input. As stated in the delivery email with the CCFBC DRAFT, it is just that, a draft, and we still need to discuss several items.

### **CCFBC Ad Hoc Committee Meeting Dates and Topics Covered**

#### **January 20, 2022**

- Review of Center City Form Based Code (CCFBC) Ad Hoc Committee history
  - Review of Resolution creating Ad Hoc Committee
- General discussion of proposed changes to Center City Form Based Code (CCFBC)
  - Consolidation of Frontage Types
  - Proposed Changes to Regulating Map
  - Creation of Unit Minimum
- Proposed modifications to side yard setbacks

#### **February 10, 2022**

- Discussion of reformulation of parking requirements
  - One parking space per bedroom
  - Discussion of on-street parking counting toward parking requirements
- Discussion of quality structures and architectural requirements



- Building height
  - Height Map presented
- Number of units per lot
  - Unit minimum - 1 less than the max height

### **February 24, 2022**

- Discussion of dumpster/polycart provision and placement requirements
- Discussion of definition of “bedroom” (revised definition presented)
- Discussion of reformulation of parking requirements
  - 1 parking space per bedroom
  - On-street parking
- Discussion of possible consolidation in number of frontages
  - Townhouse/Small Apartment & Neighborhood Middle Frontages become Urban Residential
    - Height Map revisited
    - Decrease FFE to 14 inches
- Discussion of quality structures and architectural requirements (on agenda but not discussed)

### **March 3, 2022**

- Part 9 – site development requirements – impervious lot coverage, allowed for design & regulations
  - Sidewalk Removal Issues
  - Reduction of Impervious from 85% to 75%
  - Storage Tanks & Screening
- Continued discussion and report regarding on-street parking options
  - On-street options - Angled back-in, etc
- Continuation of items from 2/24/2022 (These items were not discussed)
  - General report back on discussion of dumpster/polycart provision/placement requirements/fines
  - Discussion of definition of bedroom
  - Discussion of quality structures and architectural requirements

### **March 10, 2022**

- Discussion of definition of “bedroom”
  - Review of revised bedroom definition
- Discussion of consolidation of number of frontages and quality structures and architectural requirements
  - Height maximum requirement (map presented again)
  - Unit minimum requirement (3 unit minimum or 1 less than the height max, whichever is greater)
- Discussion of part 9
  - Reduction of impervious lot coverage
  - Rain storage tanks/barrels
  - Screening

- Discussion of service courts and screening

### **March 17, 2022**

- Discussion of consolidation in number of frontages
  - Height Map presented
  - Review of Urban Residential
    - Unit minimum requirements
- Discussion of reformulation of parking requirements
  - review of 1 parking space per bedroom with reduction incentive to a ½ a parking spot for studio, one-bedroom, and two-bedroom
- Discussion of architectural requirements to ensure quality structures
  - Additional 3' for a possible total of 5' in setback from RBL

### **March 24, 2022**

- Statement regarding Open Meetings Act and open records
- Discussion regarding identification and definition of “triggers” to CCFBC applicability and definition of treatment of legacy-zoned properties (or otherwise legal nonconforming structures)
- Statement regarding reformulation of parking requirements
  - On-street parking allowed to count toward required parking
    - # parking spaces per frontage and removal of bump outs
- Discussion regarding architectural requirements to ensure quality structures
  - Additional 3' for a possible total of 5' in setback from RBL
    - Landscape & Balcony plans required

### **April 7, 2022**

- Statement regarding ethics policy for committees and boards
- Discussion regarding architectural requirements to ensure quality structures/properties
  - Permit for sidewalk removal
  - Screening of rain barrels/ storage tanks
  - Certificate of Compliance requirements
    - DRT approved plans vs construction
- Discussion regarding consolidation and simplification of code format and provisions
  - Part 4 – Building Form Standards (reviewed draft of document)

### **April 14, 2022**

- Discussion regarding amending, supplementing, and clarifying the use chart and relating provisions
- Continued discussion regarding identification and definition of “triggers” to CCFBC applicability and definition of treatment of legacy-zoned properties (or otherwise legal nonconforming structures)

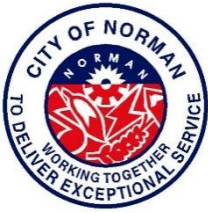
### **April 21, 2022**

- Discussion regarding unit minimums

- Continued discussion regarding refinement of definition of bedroom/the bedroom count – Special Use requirements
- Review of CCFBC Draft

**April 28, 2022 (Cont'd discussion from April 21, 2022 meeting to finalize)**

- Discussion regarding unit minimums
- Continued discussion regarding refinement of definition of bedroom/the bedroom count – Special Use requirements
- Review of CCFBC Draft



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 06/06/2022

**REQUESTER:** Economic Development Advisory Board

**PRESENTER:** Kathryn Walker, City Attorney

**ITEM TITLE:** DISCUSSION REGARDING RECOMMENDATIONS FROM THE ECONOMIC DEVELOPMENT ADVISORY BOARD REGARDING THE DISBURSEMENT OF AMERICAN RESCUE PLAN ACT FUNDING EARMARKED FOR ECONOMIC DEVELOPMENT AND NON-PROFITS.

### BACKGROUND:

At its retreat last summer, Council discussed earmarking American Rescue Plan Act (“ARPA”) funds for economic development and non-profits. Additional discussion was had by Council during its Study Session on August 17, 2021. At that time, the Interim Final Rule governing expenditure of ARPA funds had been issued and Council informally allocated \$1,000,000 *each* for entrepreneur grants and non-profit support. The final rule for expenditure of ARPA funds was issued on January 6, 2022. It is important to note that any ARPA funded expenditures that do not meet the requirements of the Final Rule must be paid back by the City.

In accordance with the Final Rule, the City may spend ARPA funds on negative economic impacts from COVID-19. There were significant portions of the City’s economy which were damaged by the pandemic’s effects: hospitality, conference center, restaurants, entertainment venues, gyms, retail, service industries and services affiliated with educational institutions. Non-profits have been hit hard during the pandemic. Small businesses have been hit harder than other portions of the economy. Many of these businesses were already financially fragile before the pandemic and small businesses can face greater hurdles in accessing credit.

The pandemic has exacerbated economic disparities that existed prior to the pandemic. The effects of the pandemic were most pronounced in low-and moderate-income households and in certain communities. To address these disparities, the ARPA sets out a presumption of qualification if the recipients of ARPA funds are in Qualified Census Tracts.

In determining what uses would be best to respond to the negative economic impact of COVID-19 public health emergency, it must be designed to address an economic harm resulting from or exacerbated by the public health emergency. A non-exclusive list provided by the U.S. Treasury Department includes:

- Funds for small businesses and non-profits to adopt safer operating procedures, maintain operations during periods of closure, mitigate financial hardship resulting from pandemic by providing loans or grants or in-kind assistance,
- Aid for impacted industries (when doing so consider extent of economic impact experienced by the industry from the pandemic, whether the impact was due to the pandemic as opposed to longer-term economic or industry trends unrelated to the pandemic). The leisure, tourism, travel and hospitality industries will be presumed to have experienced a negative impact from the pandemic. When assistance is provided to private-sector businesses that will be publicly reported and records maintained supporting the assessment of how businesses assisted were affected by the negative economic impact of the pandemic and how the aid received responds to these impacts,
- Address educational disparities by expanding early learning services, assistance to high poverty school districts, evidence-based educational services and practices to address academic needs of students, tutoring, summer school, afterschool, extended learning and enrichment programs, evidence-based practices to address social, emotional, and mental health needs of students, and
- Plans to implement an incubator program to assist small businesses to expand their market or services and remain viable after the economic effects of COVID economy would qualify for ARPA funding especially if geared towards businesses owned by and servicing minority and low-income populations. Implementing programs within a qualified census tract is also a presumed approved use. The funding documents provided by the U.S. Treasury Department specifically address not requiring limiting services to residents of the specific qualified census tract area where training centers are located.

The City's Economic Development Advisory Board ("EDAB") discussed Council's proposal related to economic development at its September, November and January meetings. Recognizing that Council had previously appropriated \$1,000,000 in CARES Act reimbursement funding for small business relief grants, discussions by EDAB focused on the ability to use ARPA funds to make a long-term impact. A strong business incubator program has long been identified in various economic development strategic plans to support entrepreneurship and small businesses. The Norman Economic Development Coalition ("NEDC"), a joint effort of OU, the City of Norman, Moore Norman Technology Center and the Sooner Centurions of the Norman Chamber of Commerce, has a long history of success with its business incubator programs. It currently has the only State certified business incubator program, which is 100% leased, in Cleveland County and would like expand that effort to support small business start-ups and entrepreneurs. Incubators are designed to support small business start-ups and entrepreneurs in the form of shared resources, low overhead, programming and consultation for a period of 1 – 5 years, with ongoing support provided as needed.

At its January 2022 meeting, EDAB discussed NEDC's vision to purchase a building free and clear of debt to keep overhead costs low, hire staff to support the incubator businesses, while prioritizing those who were disproportionately impacted by COVID-19, including women, minority-owned businesses, Native Americans, and veterans. EDAB made a formal recommendation to Council to set aside \$1 million in ARPA funds for the development of an incubator program to be located in a qualified census tract. Expenditure of these funds would be contingent on an agreement between the City and NEDC that would require funds to be spent

on the purchase of the incubator site within a qualified census tract, and would require reporting in accordance with the ARPA Final Rule. This recommendation was discussed by Council at its March 1, 2022 Study Session. Based on Council feedback, Staff drafted a funds disbursement agreement. This agreement was discussed by EDAB at its May 2022 meeting, and it recommended unanimously that Council approve the agreement at a future meeting.

**DISCUSSION:**

The attached ARPA Subrecipient Agreement is designed to ensure that ARPA funds are spent in accordance with the Final Rule, which includes regular reporting requirements. In accordance with the rule, funds, which will be disbursed within 30 days of the effective date of the agreement, must be spent by December 31, 2024. Expenditure of the funds must satisfy the requirements for all uses under the negative economic impacts eligible use category under the Final Rule, including identifying an impact or harm and designing a response to the identified impact or harm. Disbursement of ARPA funds under this agreement are conditioned on expenditure on a business incubator program that is located in a Qualified Census Tract that includes preferences for minority-owned businesses. Reporting requirements from the Final Rule are incorporated into the Agreement as well. If funds are misspent by NEDC, the City will be entitled to reimbursement of such funds from NEDC.

Given Council's discussion of allocating \$1 million in ARPA funds to non-profits and the overlap in terms of the provisions of the Final Rule applicable to both economic development and non-profits, EDAB also considered whether the City should contract with the United Way to administer ARPA funds to eligible non-profits. The United Way has an existing process to vet non-profit funding requests that could easily be tailored to ARPA eligible uses/entities. If Council desires to move forward, Staff anticipates an agreement with United Way to administer non-profit funding requests and rewards; similar funding disbursement agreements with each awardee are anticipated to ensure ARPA funds are spent appropriately and on eligible expenses.

**RECOMMENDATION:**

Staff will be available at the Council Study Session on June 7, 2022 for further discussion and to answer any questions Council may have.

## ARPA SUBRECIPIENT AGREEMENT

This ARPA Subrecipient Agreement (“Agreement”) is dated as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Norman, Oklahoma, a municipal corporation (“City”), and the Norman Economic Development Coalition, a not-for-profit Oklahoma corporation (“Subrecipient”).

WHEREAS, the U.S. Department of Treasury (“Treasury”) has allocated to the City \$22,245,542 of federal stimulus money from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Funds under CFDA No. 21.027 (“ARPA Funds”) under Section 803(b) of the Social Security Act, as amended by Section 9901 of the American Rescue Plan Act (“ARPA”), for the limited purposes identified in the Coronavirus State and Local Fiscal Recovery Funds Final Rule (“Final Rule”) effective April 1, 2022, and the Compliance and Reporting Guidelines for State and Local Fiscal Recovery Funds (“Compliance and Reporting Guidelines”) dated February 28, 2022; and

WHEREAS, the ARPA authorizes the City to expend ARPA funds awarded to the City for a program, service, capital expenditure, or other assistance that responds to disproportionately impacted small businesses, including rehabilitation of commercial properties; storefront and façade improvements; technical assistance, business incubators, and grants for start-ups or expansion costs for small businesses; and programs or services to support microbusinesses (Final Rule, Section 35.6(b)(3)(ii)(B)(2)); and

WHEREAS, the City has contracted with Subrecipient since 1996 for the purpose of engaging in industrial and business solicitation activities on behalf of the City in order to expand the economic base of Norman, through the retention of existing business and industry and the attraction of new business and industry; and

WHEREAS, the City has identified economic development as a desired use of a portion of the ARPA Funds; and

WHEREAS, the City’s Economic Development Advisory Board reviewed potential uses of ARPA Funds for economic development at its September 2021, November 2021, and January 2022 meetings, culminating in a vote on January 13, 2022 to recommend that \$1,000,000 in ARPA Funds be utilized for the development of an incubator program to be located in a Qualified Census Tract and developed in partnership with the Moore Norman Technology Center, Norman Public Schools, Norman Regional Health System and the Norman Economic Development Coalition; and

WHEREAS, City and Subrecipient desire to enter into this Agreement so that the City may provide ARPA Funds for appropriate and qualifying expenditures of grant funds advanced to the Subrecipient by the City for the provision of certain small business support.

NOW, THEREFORE, in consideration of the above and foregoing, and the terms and conditions set forth below, the parties agree as follows:

1. Effective Date and Term. This Agreement shall commence when last executed by all parties and remain in effect until December 31, 2024, unless terminated by the City in writing.

2. ARPA Funds. The City agrees to provide the Subrecipient a total sum not to exceed \$1,000,000 within 30 days of the effective date of this Agreement to be used for qualifying expenses under the Final Rule related to the development of a business incubator program on the condition that the funds are completely spent no later than December 31, 2024.
3. Subrecipient's Use of ARPA Funds. The Subrecipient shall ensure that ARPA Funds requests are necessary to respond to the negative economic impacts of the public health emergency as provided in the Final Rule.
  - a. General Standards. Subrecipient must satisfy the requirements for all uses under the negative economic impacts eligible use category under the Final Rule, including identifying an impact or harm and designing a response to the identified impact or harm. Responses must be reasonably designed to benefit the individual or class that experienced the impact or harm and must be related and reasonably proportional to the extent and type of impact or harm.
  - b. Capital Expenditures. It is anticipated that some or all of the ARPA Funds provided to the Subrecipient hereunder may be expended for capital expenditures related to a business incubator program. In addition to meeting the General Standard set forth above, if ARPA Funds are expended on a project in the amount of \$1,000,000 or more, Subrecipient must submit a Written Justification for its capital expenditure to ensure the project is responsive to pandemic related needs and is reasonably proportional to the harm identified.
  - c. City Conditions. As the ARPA funds designated herein are specifically for the purpose of the development of a business incubator, disbursement of ARPA Funds under this Agreement are conditioned on expenditure on a business incubator program that is located in a Qualified Census Tract and includes preferences for minority-owned businesses.
4. Ineligible Uses. Non-allowable uses of ARPA Funds include, but are not limited to, the following: (a) usage of funds to either directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation or administrative interpretation during the covered period that reduces a tax or delays the imposition of any tax or tax increase; (b) damages covered by insurance; (c) usage of funds as a deposit into any pension fund; (d) expenses that have been or will be reimbursed under any federal program; (e) debt service costs; (f) contribution to a "rainy day" fund or other replenishment of financial reserves; (g) legal settlements and judgments; (h) usage of funds for programs, services, or capital expenditures that include a term or condition that undermines efforts to stop the spread of COVID-19 as set forth in the Center for Disease Control's guidelines and recommendations; and (i) usage of funds in violation of the conflict of interest requirements contained in the Award Terms and



Conditions of the Office of Management and Budget's Uniform Guidance, including any self-dealing or violation of ethics rules.

5. Reporting Requirements. Subrecipient must submit quarterly Project and Expenditure Reports to City within fourteen (14) days of the end of the each quarter during the term of this Agreement. Additionally, Subrecipient must submit an annual Project and Expenditure report covering each year under this Agreement, the first annual reporting period beginning on April 1, 2022 and ending March 31, 2023. The annual report should be provided to City within fourteen (14) days of the end of each reportable year under this Agreement. Reports shall provide the following information:
  - a. Project: The Subrecipient shall provide a description of the project and status of completion. Project description must describe the project in sufficient detail to provide understanding of the major activities that will occur, and will be required to be between 50 and 250 words. Projects should be defined to include only closely related activities directed toward a common purpose.
  - b. Obligations and Expenditures: The Subrecipient should report the current period obligation, cumulative obligation, current period expenditure, and cumulative expenditure.
  - c. Project Status: The Subrecipient should report on project status each reporting period in four categories: not started; completed less than 50%; completed 50% or more; and completed.
  - d. Program Income: The Subrecipient should report the program income earned and expended to cover eligible project costs, if applicable.
  - e. Adopted Budget: The Subrecipient shall provide the budget adopted for the Project to assist the Department of Treasury to better understand the intended impact, identify opportunities for outreach, and understand the Subrecipient's progress in program implementation.
  - f. Project Demographic Distribution. Subrecipient must respond to the following:
    - i. What impacted and/or disproportionately impacted population does the project primarily serve?
    - ii. If the project primarily serves more than one impacted and/or disproportionately impacted population, the Subrecipient may select up to two additional populations serviced.

Subrecipient will select from the following options:

	<b>Impacted</b>	<b>Disproportionately Impacted</b>
Assistance to Small Businesses	<ul style="list-style-type: none"> <li>• Small businesses that experienced a negative economic impact of the pandemic</li> <li>• Classes of small businesses designated as negatively impacted by the pandemic (please specify)</li> </ul>	<ul style="list-style-type: none"> <li>• Small businesses operating in Qualified Census Tracts</li> <li>• Small businesses operated by Tribal governments</li> <li>• Small businesses operating in Norman</li> <li>• Other small business disproportionately impacted by the pandemic (please specify)</li> </ul>

6. Termination. The City may terminate this Agreement, for convenience or otherwise and for no consideration or damages, upon prior notice to the Subrecipient.
7. Independent Contractor. Each party under this Agreement shall be for all purposes an Independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Subrecipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the City for any purpose.
8. Indemnification. The Subrecipient agrees to defend, indemnify, and hold the City, its officers, officials, employees, agents and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage or destruction of property, which are alleged or proven to be caused in whole or in part by act or omission of the Subrecipient, its officers, directors, employees, and/or agents relating to the Subrecipient's performance or failure to perform under this Agreement.
9. Compliance with Laws, Guidelines. The Subrecipient shall comply with all federal, state, and local laws and all requirements (including debarment and other required certifications and audits) of the Final Rule and the Compliance & Reporting Guidelines to the extent applicable,

when expending ARPA Funds pursuant to this Agreement. Failure to comply with such laws and guidelines may result in forfeiture of ARPA funds and the City shall be entitled to reimbursement of any ARPA funds expended hereunder.

10. Maintenance and Audit of Records. The Subrecipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by the City or its designee for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the Subrecipient expended funds for unallowable costs under this Agreement, the Subrecipient agrees to promptly reimburse the City for such payments upon request.
11. Notices. Any notice desired or required to be given hereunder shall be in writing and shall be deemed received three (3) days after deposit with the U.S. Postal Service, postage fully prepaid and addressed to the party to which it is intended at its last known address, or to such other person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Subrecipient:

Norman Economic Development Coalition  
Attn: Lawrence McKinney, President  
424 W. Main Street  
Norman, OK 73069

City:

City of Norman  
Attn: Darrel Pyle, City Manager  
P.O. Box 370  
Norman, OK 73070

*With copies to:*

City of Norman  
Attn: Anthony Francisco, Finance Director  
P.O. Box 370  
Norman, OK 73070

City of Norman  
Attn: Kathryn Walker, City Attorney  
P.O. Box 370  
Norman, OK 73070

12. Conflict of Interest. The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, in any project for which the ARPA Funds

provided hereunder are expended or proposed to be expended, which would give rise to a conflict of interest.

13. Time. Time is of the essence in this Agreement.
14. Survival. The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall so survive. These provisions include without limitation Indemnification and Maintenance and Audit of Records.
15. Amendment. No amendment or modification to this Agreement will be effective without the prior written consent of the authorized representatives of the parties.
16. Governing Law; Venue. The Agreement will be governed in all respects by the laws of the State of Oklahoma, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in connection with the Agreement may be instituted in the District Court of Cleveland County, Oklahoma.
17. Non-Waiver. No failure on the part of the City to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by the City 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 the City at law or in equity.
18. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.
19. Assignment. The Subrecipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the City.
20. Entire Agreement. This Agreement constitutes the entire agreement between the City and the Subrecipient for the use of ARPA Funds and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement.
21. No Third Party Beneficiaries. Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This provision shall not limit any obligation that either Party has to the Department of Treasury in connection with the use of ARPA Funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.
22. Severability. In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the

remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

23. Counterparts. This Agreement may be executed in one or more counterparts, any of which shall be deemed an original but all of which shall constitute one and the same instrument.

24. Authorization. Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below.

**SUBRECIPIENT**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF NORMAN, OKLAHOMA**

By: \_\_\_\_\_

Breea D. Clark  
Mayor

Attest: \_\_\_\_\_

Brenda Hall  
City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kathryn L. Walker  
City Attorney