

## CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Thursday, July 13, 2023 at 6:30 PM

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### AGENDA

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, 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.*

### AMENDED AGENDA

**NOTICE:** The requested rezoning items appearing on this Planning Commission Agenda were filed by the applicant at least 30 days ago. Legal notice for each rezoning item was published in The Norman Transcript and mailed to each property owner of record within a minimum of 350 feet of each rezoning request.

Planning Commission will hold a public hearing on these items tonight, and each item upon which action is taken will be forwarded to the City Council with a recommendation. It should be recognized that the Planning Commission is a recommendatory body and that the City Council may, or may not, concur with the Planning Commission's recommendation. Therefore, it is important to note that all items forwarded by the Planning Commission will be introduced and heard at a subsequent City Council meeting.

\*\*\*PUBLIC WIFI – CONNECT TO CITYOFNORMANPUBLIC – PASSWORD: April1889.\*\*\*

**Planning Commissioners: Cameron Brewer, Steven McDaniel, Liz McKown, Kevan Parker, Erica Bird, Doug McClure, Jim Griffith, Maria Kindel, and Michael Jablonski**

### ROLL CALL

### CONSENT ITEMS

*This section is placed on the agenda so that the Planning Commission, by unanimous consent, may designate those items that they wish to approve by one motion. Any of these items may be removed from the Consent Docket and be heard in its regular order.*

### Minutes

1. Consideration of Approval, Rejection, Amendment, and/or Postponement of the Minutes of the June 8, 2023 Regular Planning Commission meeting.

### **Certificates of Survey**

2. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-6: Consideration of a Norman Rural Certificate of Survey submitted by Logan Wright Foundation (Pollard & Whited Surveying, Inc.) for GOLDEN VALLEY RANCH COS for 115.49 acres of property generally located north of West Rock Creek Road one-half mile west of 48th Avenue N.W.
3. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-7: Consideration of a Norman Rural Certificate of Survey submitted by Clara and Johnny Smart (Pollard & Whited Surveying, Inc.) for WPDS ESTATES COS for 79.367 acres of property generally located on the south side of Franklin Road east of 108th Avenue N.E.
4. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-1: Consideration of a Norman Rural Certificate of Survey submitted by Mark Mappes (Pollard & Whited Surveying, Inc.) for MAPPES ESTATES for 20.02 acres of property generally located at the northeast corner of 36th Avenue N.E. and Franklin Road.
5. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-2: Consideration of a Norman Rural Certificate of Survey submitted by Oklahoma Gas & Electric Co. (Bearing Tree Land Surveying, L.L.C.) for NORMAN HILLS SUBSTATION COS for 60.0 acres of property located at the SW corner of 48th Avenue NW and Franklin Road.

### **Short Form Plats**

6. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2324-1: Consideration of a Short Form Plat submitted by Stephen Lewis (Plant Life, LLC) (Bearing Tree Land Surveying) for 2516 BRIGGS for 0.52 acres of property located at 2516 Briggs Street.

### **Preliminary Plats**

7. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2223-8: Consideration of a Preliminary Plat submitted by Simple Storage, LLC (Blew & Associates, PA) for SIMPLE STORAGE ADDITION for 9.85 acres of property generally located near the NE corner of 24th Avenue SE and Imhoff Road.

## **NON-CONSENT ITEMS**

### **NORMAN 2025 & Rezoning**

8. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Resolution No. R-2324-10: Cimarron Precious Metals, Inc. requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove property located at 1001 N. University Boulevard from Special Planning Area 3, while retaining the Commercial Designation.

9. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-45: Cimarron Precious Metals, Inc. requests rezoning from I-1, Light Industrial District, to SPUD, Simple Planned Unit Development, for 0.43 acres of property located at 1001 N. University Boulevard.

### **PUD Zoning & Preliminary Plat**

10. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-2: West Franklin Holding Co., LLC requests rezoning from A-2, Rural Agricultural District, and PUD, Planned Unit Development (O-2021-47), to PUD, Planned Unit Development, for approx. 26.232 acres of property generally located south of Franklin Road and west of 48th Avenue NW.
11. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-2: Consideration of a Revised Preliminary Plat submitted by McKown Family, L.L.C. (SMC Consulting Engineers, PC) for RED SKY RANCH SECTION 2, for approx. 26.232 acres of property generally located south of West Franklin Road and west of 48th Avenue NW.

### **NORMAN 2025, PUD Zoning & Preliminary Plat**

12. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of R-2324-12: Armstrong Bank requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove Special Planning Area 7 (SPA-7), while retaining Mixed Use Designation, and amendment of the Future Urban Service Area to Current Urban Service Area for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue S.E.
13. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-3: Armstrong Bank requests rezoning from I-1, Light Industrial District, to PUD, Planned Unit Development for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue S.E.
14. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-3: Consideration of a Preliminary Plat submitted by Republic Bank of Norman (SMC Consulting Engineers) for ARMSTRONG BANK CONSOLIDATION PROJECT for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue SE.

### **SPUD Zoning**

15. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-4: Hunter Miller Family, L.L.C. requests rezoning from R-1, Single Family Dwelling District, to SPUD, Simple Planned Unit Development, for approx. 1.5 acres of property located at 1104 W. Lindsey Street.

### **Code Amendments**

16. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-31: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO

REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

17. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-47: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

## **MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF**

## **ADJOURNMENT**



**File Attachments for Item:**

1. Consideration of Approval, Rejection, Amendment, and/or Postponement of the Minutes of the June 8, 2023 Regular Planning Commission meeting.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** Rone' Tromble, Admin. Tech. IV

**PRESENTER:** Rone' Tromble, Admin. Tech. IV

**ITEM TITLE:** Consideration of Approval, Rejection, Amendment, and/or Postponement of the Minutes of the June 8, 2023 Regular Planning Commission meeting.

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**ACTION NEEDED:** Approve, reject, amend, or postpone the Minutes of the June 8, 2023 Regular Planning Commission meeting.



## CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Thursday, June 08, 2023 at 6:30 PM

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### MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 8<sup>th</sup> day of June, 2023.

Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <https://norman-ok.municodemeetings.com> at least twenty-four hours prior to the beginning of the meeting.

\* \* \*

Secretary Michael Jablonski called the meeting to order at 6:35 p.m.

### ROLL CALL

#### PRESENT

Cameron Brewer  
Liz McKown  
Michael Jablonski  
Steven McDaniel  
Jim Griffith

#### ABSENT

Douglas McClure  
Erica Bird  
Kevan Parker  
Maria Kindel

A quorum was present.

#### STAFF PRESENT

Jane Hudson, Planning Director  
Lora Hoggatt, Planning Services Manager  
Anais Starr, Planner II  
Zach Abell, Planner I  
Roné Tromble, Admin. Tech. IV  
Beth Muckala, Assistant City Attorney  
David Riesland, Transportation Engineer  
Todd McLellan, Development Engineer  
Jack Burdett, Subdivision Development Coordinator  
Bryce Holland, Multimedia Specialist

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## CONSENT ITEMS

Motion made by McKown, Seconded by Griffith, to approve Items 1 through 5 on the Consent Docket as presented.

Voting Yea: Brewer, McDaniel, McKown, Jablonski, Griffith

The motion carried by a vote of 5-0.

### Minutes

1. Consideration of Approval, Rejection, Amendment, and/or Postponement of the Minutes of the April 13, 2023 Regular Planning Commission meeting.

The minutes of the April 13, 2023 Planning Commission meeting were adopted as presented on the Consent Docket by a vote of 5-0.

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### Preliminary Plats

2. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2223-7: Consideration of a Preliminary Plat submitted by Gary and Lynn Do (Parkhill Lemke Land Surveying) for DOMERICA ADDITION, SECTION 1 for 2.06 acres of property located at 3360 Classen Boulevard.

The Preliminary Plat for DOMERICA ADDITION, SECTION 1 was recommended for adoption by City Council on the Consent Docket by a vote of 5-0.

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### Short Form Plats

3. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2223-2: Consideration of a Short Form Plat submitted by David Armstrong (Delta Surveying Co.) for THE CAREY ADDITION for 1.905 acres of property generally located at the southeast corner of Imhoff Road and Classen Boulevard.

The Short Form Plat for THE CAREY ADDITION was approved as presented on the Consent Docket by a vote of 5-0.

4. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2223-3: Consideration of a Short Form Plat submitted by Sooner Traditions Realty, L.L.C. (Arc Engineering Consultants) for ZAYDEN'S PLACE for 2.19 acres of property located at 1300 W. Lindsey Street.

The Short Form Plat for ZAYDEN'S PLACE was approved as presented on the Consent Docket by a vote of 5-0.

5. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2223-4: Consideration of a Norman Rural Certificate of Survey submitted by Virgil and Elizabeth Bevel (Pollard & Whited Surveying, Inc.) for BEVEL ADDITION for 0.512 acres of property located at 902 Hoover Street.

Item 1.

The Short Form Plat for BEVEL ADDITION was approved as presented on the Consent Docket by a vote of 5-0.

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## NON-CONSENT ITEMS

### **NORMAN 2025 Amendment & SPUD Zoning**

6. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Resolution No. R-2223-125: Hampton Homes, L.L.C. requests amendment of the NORMAN 2025 Land Use and Transportation Plan from Office Designation to High Density Residential Designation for 0.32 acres of property located at the southeast corner of University Boulevard and Tonhawa Street (215 & 229 N. University Blvd.).
7. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-38: Hampton Homes, L.L.C. requests rezoning from CO, Suburban Office Commercial District, to SPUD, Simple Planned Unit Development, for 0.32 acres of property located at the southeast corner of University Boulevard and Tonhawa Street (215 & 229 N. University Blvd.).

Items 6 and 7 were withdrawn by the applicant on June 6, 2023. No action is necessary.

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10. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-45: Cimarron Precious Metals, Inc. requests rezoning from I-1, Light Industrial District, to SPUD, Simple Planned Unit Development, for 0.43 acres of property located at 1001 N. University Boulevard.

**Code Amendments**

12. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-31: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, AND TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.
13. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-47: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Motion made by Griffith, Seconded by McDaniel, to postpone Items 10, 12, and 13 to the July 13, 2023 Planning Commission meeting.

Voting Yea: Brewer, McDaniel, McKown, Jablonski, Griffith

The motion for postponement of Ordinance No. O-2223-45, Ordinance No. O-2223-31, and Ordinance No. O-2223-47 to the July 13, 2023 Planning Commission meeting carried by a vote of 5-0.

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## **Rezoning to R-1**

8. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-39: Stephen Teel requests rezoning from R-3, Multi-Family Dwelling District, to R-1, Single Family Dwelling District, for property located at 485 College Avenue.

### **ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Site Plan

**PRESENTATION BY STAFF:** Ms. Starr reviewed the staff report, a copy of which is filed with the minutes.

Mr. Brewer asked if the existing house is a contributing structure within the historic district. Ms. Starr said it is.

**PRESENTATION BY THE APPLICANT:** The applicant, Stephen Teel, was available to answer questions, but did not make a presentation.

**PUBLIC PARTICIPATION:** None

### **DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

Mr. Brewer commented his concerns would be with what modifications may occur to the house, but there are pretty tight restrictions and guidelines what you can do in the Historic Districts.

Motion made by Griffith, Seconded by McDaniel, to recommend approval of Ordinance No. O-2223-39 to City Council.

Voting Yea: Brewer, McDaniel, McKown, Jablonski, Griffith

The motion to recommend approval of Ordinance No. O-2223-39 to City Council passed by a vote of 5-0.

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## **Center City PUD**

9. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-44: 101 W, L.L.C. requests rezoning from CCFBC, Center City Form Based Code, to CCPUD, Center City Planned Unit Development, for 11,960 sq. ft. of property located at 101 W. Symmes Street.

### **ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. CCPUD Narrative with Exhibits A and B
4. Site Plan with Elevations

**PRESENTATION BY STAFF:** Ms. Starr reviewed the staff report, a copy of which is filed with the minutes.

**PRESENTATION BY THE APPLICANT:** Peter Petromilli, the applicant, did not have a presentation, but was available to respond to questions.

Mr. Jablonski asked which walls are firewalls. Mr. Petromilli pointed them out and indicated they are essentially the north wall, which will potentially attach to Phase 2, as well as the stairwells.

Mr. Jablonski asked if the rooftop patio will be strong enough to support potted trees and greenery. Mr. Petromilli responded they design the patio to nearly double the loading that is required to accommodate unforeseen circumstances. They are not currently designing it for a green roof.

Mr. Griffith asked about the number of stories. Mr. Petromilli responded that they did not ask for any change from the code. He explained that different materials are required above four stories.

Mr. Brewer asked whether the first floor is all residential. Mr. Petromilli explained the first floor is being designed to commercial standards so, when it can sustain commercial, it can easily be converted.

**PUBLIC PARTICIPATION:** None

### **DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

Motion made by Brewer, Seconded by McDaniel, to recommend approval of Ordinance No. O-2223-45 to City Council.

Voting Yea: Brewer, McDaniel, McKown, Jablonski, Griffith

The motion to recommend adoption of Ordinance No. O-2223-44 to City Council passed by a vote of 5-0.

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## **Special Use for Public Utility**

- 11. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-46:** Williams, Box, Forshee & Bullard, PC, on behalf of the Applicant/Land Owner, requests Special Use for a Public Utility for 40 acres of property generally located at the southwest corner of 48th Avenue N.W. and Franklin Road.

### **ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Site Plan

**PRESENTATION BY STAFF:** Ms. Hoggatt reviewed the staff report, a copy of which is filed with the minutes.

Ms. McKown asked how the protest area is determined. Ms. Hoggatt explained that it is by land area within the radius, not the number of people.

**PRESENTATION BY THE APPLICANT:** Amanda Carpenter, with Williams, Box, Forshee & Bullard, 522 Colcord Drive, representing Oklahoma Gas & Electric, explained that this substation will serve the Nexterra line; it is not for service of OG&E. Federal regulations require that OG&E make their system available, so as Nexterra is running this line through Norman, they have to make their system available and they don't get to choose the line and where it is located; they only get to help decide where the substation is. OG&E went through a long process of a site study. This property is owned in fee title. There is an existing substation called Pleasant Valley Substation just south of the purple box on the protest map. Residents in the area have a current substation and transmission lines that they are used to seeing. The request from the protestor was to move the substation both west and south; the substructure of the ground in that area is very sandy and would not be consistent for the structures that are necessary for the substation. The substation must be where the Nexterra line is going, and they have no control over that. The corner was found to be the most appropriate. There are no trees that have to be removed. The Nexterra line is a federal project, and OG&E is required to share that system. The site is currently planned to be setback from Franklin Road 210 feet, and 260 feet from 48<sup>th</sup> Avenue NW. The access points are off Franklin Road. The only traffic that should be coming to the site would be for maintenance, so it should not create any additional traffic.

Mr. Jablonski asked if there is anything they can do to mitigate the view for adjacent property owners. Ms. Carpenter responded that there will be a fence around the site. OG&E currently has plans for a chain-link fence, but they're happy to include some sort of paneling to provide additional aesthetic accommodation. Mr. Jablonski asked about landscaping. Ms. Carpenter said they generally do not like to put landscaping around their electrical facilities.

Mr. McDaniel asked the height of the structures. Bernard Montel, 19225 Blanco Drive, Edmond, explained that the height will vary anywhere from 25' to 45'.

Mr. Griffith asked the extent of the service area for the substation. Ms. Carpenter said that would be a question for Nexterra.

Mr. Brewer asked about the sightlines for the elevation drawing. Mr. Montel explained that from Franklin Road you will be able to see the entire facility, but from 48<sup>th</sup> Avenue NW you only see part of it.

Ms. McKown asked if there could be some low landscaping. Mr. Montel responded that there are existing easements on the east and north sides that they do not own.

Mr. Brewer asked what type of noise will be emitted from the site. Ms. Carpenter did not have anyone present who could answer that question. Mr. McDaniel asked if it would be similar to the Pleasant Valley Substation. Ms. Carpenter responded affirmatively.

**PUBLIC PARTICIPATION:** None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

Motion made by McKown, Seconded by Brewer, to recommend adoption of Ordinance No. O-2223-46 to City Council, with the recommendation that additional paneling be added to the chain-link fencing around the entire property.

Voting Yea: Brewer, McDaniel, McKown, Jablonski, Griffith

The motion to recommend adoption of Ordinance No. O-2223-46 to City Council, with the recommendation for panels on the fence, passed by a vote of 5-0.

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**MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF**

Mr. Jablonski commented that he thinks Item 9 was a great piece of redevelopment for the area. We're looking for infill, which means less open space. If we're going to have less open space, he thinks the City should consider requirements for rooftop greenery.

Mr. Brewer commented on the process with the Strong Towns Community Action Lab. He encouraged people to get educated on some of the principles of Strong Towns.

Ms. Hudson commented that the July meeting will have a pretty heavy agenda.

**ADJOURNMENT**

There being no further business and no objection, the meeting adjourned at 7:19 p.m.

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Planning Commission



**File Attachments for Item:**

2. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-6: Consideration of a Norman Rural Certificate of Survey submitted by Logan Wright Foundation (Pollard & Whited Surveying, Inc.) for GOLDEN VALLEY RANCH COS for 115.49 acres of property generally located north of West Rock Creek Road one-half mile west of 48th Avenue N.W.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 05/11/2023

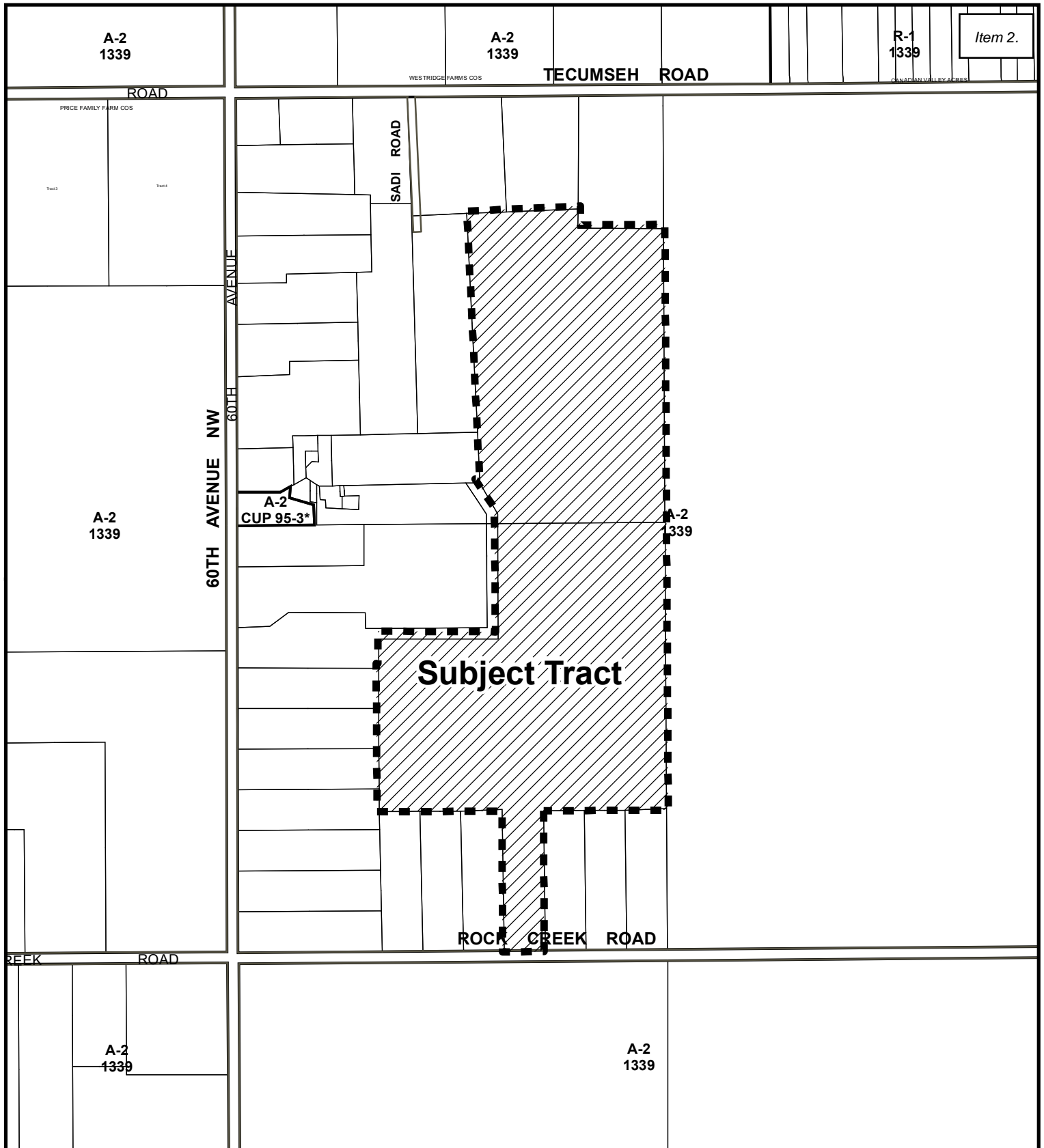
**REQUESTER:** Logan Wright Foundation

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-6: Consideration of a Norman Rural Certificate of Survey submitted by Logan Wright Foundation (Pollard & Whited Surveying, Inc.) for GOLDEN VALLEY RANCH COS for 115.49 acres of property generally located north of West Rock Creek Road one-half mile west of 48<sup>th</sup> Avenue N.W.

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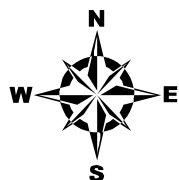
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement COS-2223-6 for GOLDEN VALLEY RANCH COS.



# Location Map





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



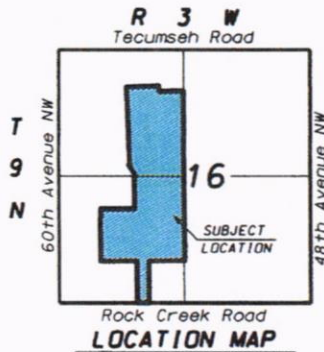
April 6, 2023

0 400 800 Ft.

 Subject Tract  
 Zoning

**GOLDEN VALLEY RANCH**A NORMAN RURAL CERTIFICATE  
OF SURVEY SUBDIVISIONPART OF W1/2 OF SECTION 16, T9N, R3W, I.M.  
NORMAN, CLEVELAND COUNTY, OKLAHOMA

COS - 2223-7



Scale: 1" = 600'  
SCALE FEET  
0 300 600

(-x-x-) - Indicates  
Existing Fence Line

(●) - Indicates Existing  
1/2" Iron Pin Or Monument  
As Noted Hereon.

(○) - Indicates Set  
1/2" Iron Pin With  
Plastic Cap Marked  
"Pollard PLS 1474"

(OCCR) - Indicates Okla.  
Certified Corner Record  
on File With The Okla.  
Department of Libraries,  
Archives Division.

FEMA FIRM Flood  
Zone Map Panel  
No. 40027C0170J &  
No. 40027C0260J  
Dated 01/15/2021

Special Note: Developer, Civil Engineer, nor the City of Norman can guarantee the emergency vehicles will have adequate access to lots utilizing Golden Valley Road during the FEMA 100-year flood event due to standing water above Golden Valley Road.

## NOTE:

Bearings shown are based on a Deed Bearing of N89°39'30"E between existing monuments on the South line of the SW1/4 of Section 16, T9N, R3W, I.M., Norman, Cleveland County, Oklahoma.

**POLLARD & WHITED SURVEYING, INC.**

2514 Tee Drive

Norman, OK 73069

CA 2380 exp. 6-30-23

405-366-0001 Off.

timewsurveying.com

Golden Valley Ranch COS

Certificate of Survey

Part W1/2 of Section 16, T9N, R3W, IM

Norman, Cleveland County, Oklahoma

March 9, 2023

Drawn By: T. Pollard

16-9n3w.dgn

Sheet 1 of 4

Planning Commission Agenda  
July 13, 2023

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CERTIFICATE OF SURVEY  
COS-2223-6

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ITEM NO. 2

**STAFF REPORT**

**ITEM:** Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY COS-2223-6 FOR GOLDEN VALLEY RANCH.**

**LOCATION:** Generally located on the north side of West Rock Creek Road and one-half mile west of 48<sup>th</sup> Avenue N.W.

**INFORMATION:**

1. Owners. Logan Wright Foundation
2. Developer. Logan Wright Foundation.
3. Surveyor/Engineer. Pollard & Whited Surveying, Inc.

**HISTORY:**

1. October 21, 1961. City Council adopted Ordinance No. 1320 annexing this property into the Corporate City limits without zoning.
2. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. January 23, 1962. City Council adopted Ordinance No. 1339 placing this property in A-2, Rural Agricultural District.

**IMPROVEMENT PROGRAM/INFORMATION:**

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.
2. Sanitary Sewer. Individual septic systems will be installed in accordance with City and Oklahoma Department of Environmental Quality standards.
3. Water. Individual water wells will be installed in accordance with City and Oklahoma Department of Environmental Quality standards.
4. Private Road. The proposed five (5) tracts will be served by a private road maintained by Homeowners Association. Required covenants address maintenance of the private road.



## IMPROVEMENT PROGRAM/INFORMATION

4. Easements. The owner has submitted an easement for additional roadway, drainage and utilities in connection with Rock Creek Road.
5. Flood Plain. Many of the tracts are within the flood plain. Flood plain permits will be required to be submitted to the Flood Plain Permit Committee before building permit applications can be issued for Tracts 1 through 3 and possibly Tract 4 depending the location of the structure. The Flood Plain Permit Committee approved Flood Plain Permit No. 671 regarding the construction of a private road.
6. Oil Wells. Currently there are two active oil wells. One oil well is located on Tract 3 and the other is located on Tract 4. Proper radius building setback requirements are shown on the certificate of survey.
7. Acreage. The property consists of a total of 115.49 acres. Tract 1 is 20.22 acres, Tract 2 is 20.01 acres, Tract 3 is 20.15 acres, Tract 4 is 20.08 and Tract 5 is 35.03.

**SUPPLEMENTAL MATERIAL:** Copies of a location map and Norman Rural Certificate of Survey No. COS-2223-6 are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** The owners propose to subdivide their approximately 115.49 acres into five tracts. Based on the fact this certificate of survey meets the minimum 20 acres requirement, Staff recommends approval of Norman Rural Certificate of Survey No. COS-2223-6 for Golden Valley Ranch.

**ACTION NEEDED:** Approve or disapprove Norman Rural Certificate of Survey No. COS-2223-6 for Golden Valley Ranch and submit to City Council for its consideration.

**ACTION TAKEN:** \_\_\_\_\_



**File Attachments for Item:**

3. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-7: Consideration of a Norman Rural Certificate of Survey submitted by Clara and Johnny Smart (Pollard & Whited Surveying, Inc.) for WPDS ESTATES COS for 79.367 acres of property generally located on the south side of Franklin Road east of 108th Avenue N.E.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

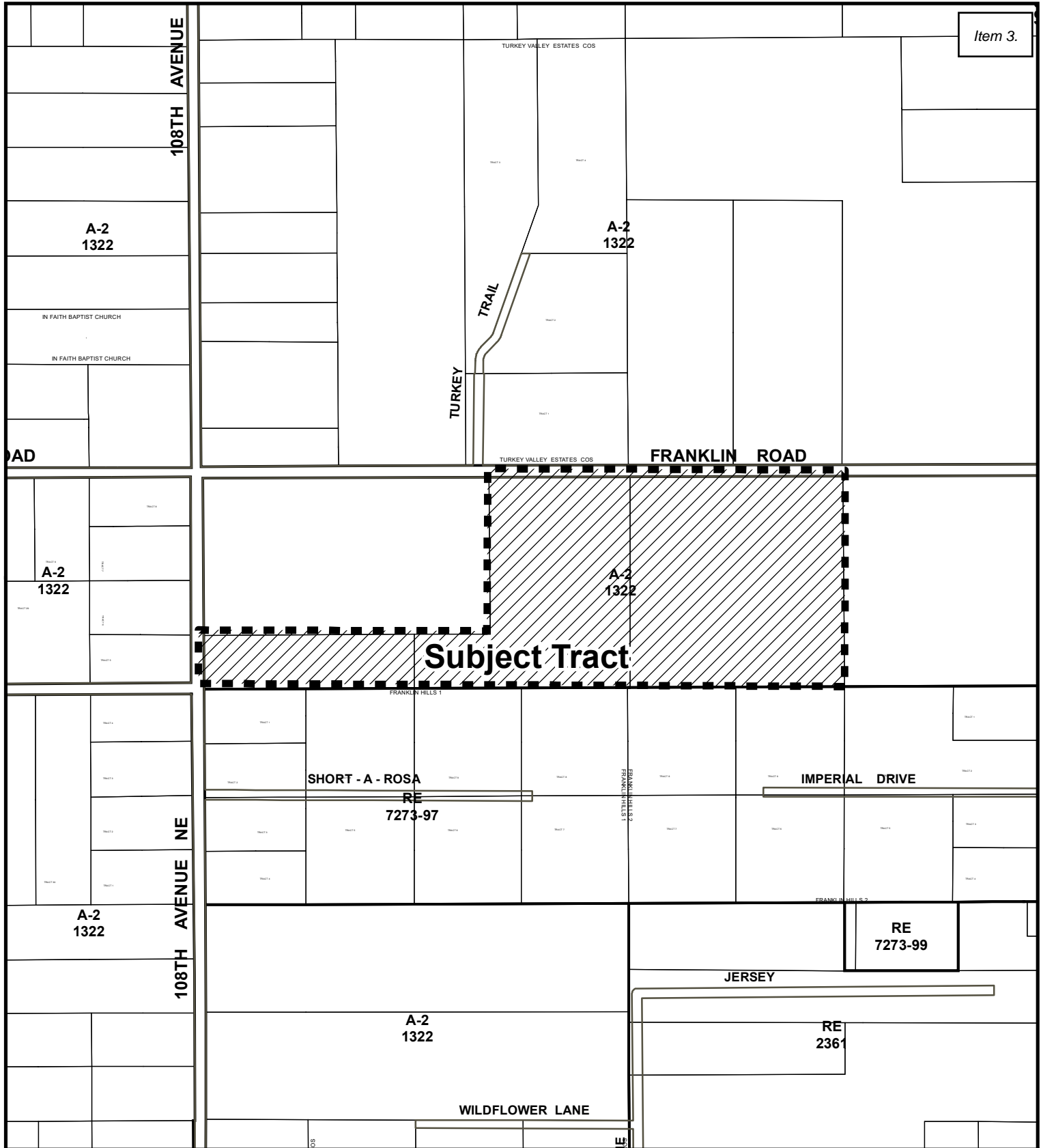
**REQUESTER:** Logan Wright Foundation

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2223-7: Consideration of a Norman Rural Certificate of Survey submitted by Clara and Johnny Smart (Pollard & Whited Surveying, Inc.) for WPDS ESTATES COS for 79.367 acres of property generally located on the south side of Franklin Road east of 108<sup>th</sup> Avenue N.E.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement COS-2223-7 for WPDS ESTATES COS, with a variance in the front setback width requirement from 330' to 326.65' for Tract 7.

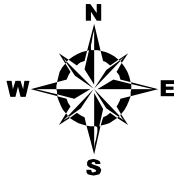


Item 3.

# Location Map



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



April 6, 2023

0 400 800 Ft.



Subject Tract



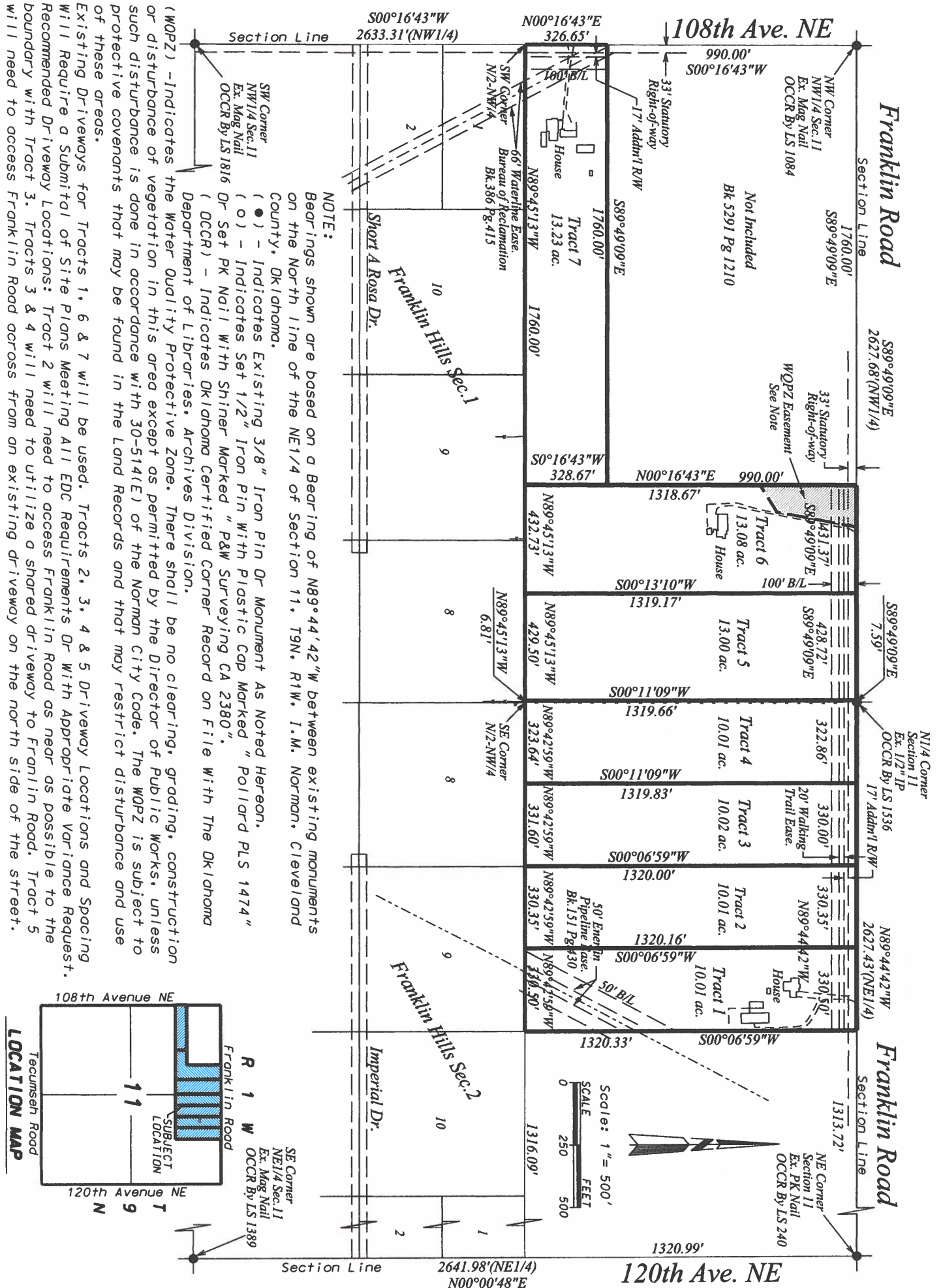
Zoning

*WPDS ESTATES*

# A NORMAN RURAL CERTIFICATE OF SURVEY SUBDIVISION

PART OF THE N/2-N/2 OF SECTION 11, T9N, R1W, I.M.  
NORMAN, CLEVELAND COUNTY, OKLAHOMA

**COS - 2223-7**



**POLLARD & WHITED SURVEYING, INC.**

**2514 Tee Drive**

Norman. OK 73069

405-366-0001 Off.

**405-443-8100 Cell**

timepwsurveying.com

WPDS Estates Samantha Danner

Norman Certificate of Survey Subdivision

Part of the N1/2 of Section 11, T9N, R1W, IM

Norman, Cleveland County, Oklahoma

December 22, 2022

Drawn By: T. Pollard

11-9n1w. dgn

Sheet 1 of 14

Planning Commission Agenda  
July 13, 2023

---

CERTIFICATE OF SURVEY  
COS-2223-7

ITEM NO. 3

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**STAFF REPORT**

**ITEM:** Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2223-7 FOR WPDS ESTATES.**

**LOCATION:** Generally located on the south side of Franklin Road and east of 108<sup>th</sup> Avenue N.E.

**INFORMATION:**

1. Owners. Clair and Johnny Smart.
2. Developer. Clair and Johnny Smart.
3. Surveyor. Pollard & Whited Surveying, Inc.

**HISTORY:**

1. October 21, 1961. City Council adopted Ordinance No. 1312 annexing this property into the Norman Corporate City Limits without zoning.
2. October 30, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in A-2, Rural Agricultural District.

**IMPROVEMENT PROGRAM:**

1. Fire Protection. The Norman Fire Department will provide fire protection.
2. Sanitary Sewer. Individual septic systems are existing for Tracts 1, 6 and 7. Individual septic systems will be installed in accordance with City and Oklahoma Department of Environmental Quality standards for the remaining tracts.
3. Water. Individual water wells are existing for Tracts 1, 6 and 7. Individual water wells will be installed in accordance with City and Oklahoma Department of Environmental Quality standards for the remaining tracts.
4. Streets. Franklin Road is classified as a Minor Rural Arterial and 108<sup>th</sup> Avenue N.E. is classified as rural collector street.



5. Acreage. This property consists of 79.36 acres. Tract 1 consists of 10.01 acres, Tract 2 consists of 10.01 acres, Tract 3 consists of 10.02 acres, Tract 4 consists of 10.01 acres, Tract 5 consists of 13.00 acres, Tract 6 consists of 13.08 acres and Tract 7 consists of 13.23 acres.
6. WQPZ. Water Quality Protection Zone (WQPZ) is located within Tract 6. The owners will be required to protect this area with covenants.
7. Covenants. Covenants addressing the WQPZ are being reviewed as to form by City Legal staff.
8. Easements. The owners will grant a 17' roadway, drainage and utility easement for both Franklin Road and 108<sup>th</sup> Avenue N.E. In addition, a 20' trail easement will be granted adjacent to the 17' roadway, drainage and utility easement for Franklin Road.

**SUPPLEMENTAL MATERIAL:** Copies of a location map, Norman Rural Certificate of Survey No. COS-2223-7 and request for a variance in the frontage requirement for Tract 7 are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** The applicant is requesting a variance in the minimum front setback width requirement from 330' to 326.65' for Tract 7. Staff recommends approval of the variance request and approval of Certificate of Survey No. COS-2223-7 for WPDS Estates.

**ACTION NEEDED:** Recommend approval or disapproval of a variance in the minimum front setback width requirement from 330' to 326.65' for Tract 7 and recommend approval or disapproval of Certificate of Survey No. COS-2223-7 for WPDS Estates to City Council.

**ACTION TAKEN:** \_\_\_\_\_



## Pollard & Whited Surveying Inc.

2514 Tee Drive, Norman, Oklahoma 73069  
 Phone: (405) 366-0001 (405) 443-8100 cell  
 tim@pwsurveying.com

Date: December 30, 2022

City of Norman Planning Commission  
 And City of Norman Staff Members  
 201 W. Gray  
 Norman, OK 73070

Re: Variance Request for Proposed Tract 7 Width  
 For WPDS Estates in part of the N1/2-N1/2 of  
 Section 11, T9N, R1W, Norman, Cleveland Co., OK

Commissioners and Staff,


I am writing this request to allow a variance for the Proposed Norman Rural Certificate of Survey Subdivision for WPDS Estates (COS) to the City of Norman, Cleveland County, Oklahoma. The Proposed subdivision is part of the North Half of the North Half (N1/2-N1/2) of Section 11, T9N, R1W, I.M., and is located along the South side of East Franklin Road between 120<sup>th</sup> Avenue NE and 108<sup>th</sup> Avenue NE in Norman.

Tract 7 of WPDS Estates is situated along 108<sup>th</sup> Avenue NE, South of Franklin Road and is the only tract in this proposed addition that will require a variance for width. The distance of the N1/2-N1/2 of Section 11 is 1316.65 feet which is short by nature (1320' standard). The 40 acre tract to the North was deeded 990.00 feet, which leaves a remainder of 326.65 feet for a total width of Tract 7. This is all the property that the applicant owns. There is an existing house with an existing driveway serving Tract 7 which corresponds to the address 4505 108<sup>th</sup> Avenue NE, Norman, OK 73026.

I hereby request on behalf of the owner, that the City of Norman allow a variance for the width of proposed Tract 7 based on the fact that it is short by nature and already served by occupancy.

If you have any questions or concerns about this Norman Rural Certificate of Survey Subdivision application, please contact me.

Respectfully,



*Timothy G. Pollard*  
 Timothy G. Pollard, PLS

**File Attachments for Item:**

4. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-1: Consideration of a Norman Rural Certificate of Survey submitted by Mark Mappes (Pollard & Whited Surveying, Inc.) for MAPPES ESTATES for 20.02 acres of property generally located at the northeast corner of 36th Avenue N.E. and Franklin Road.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

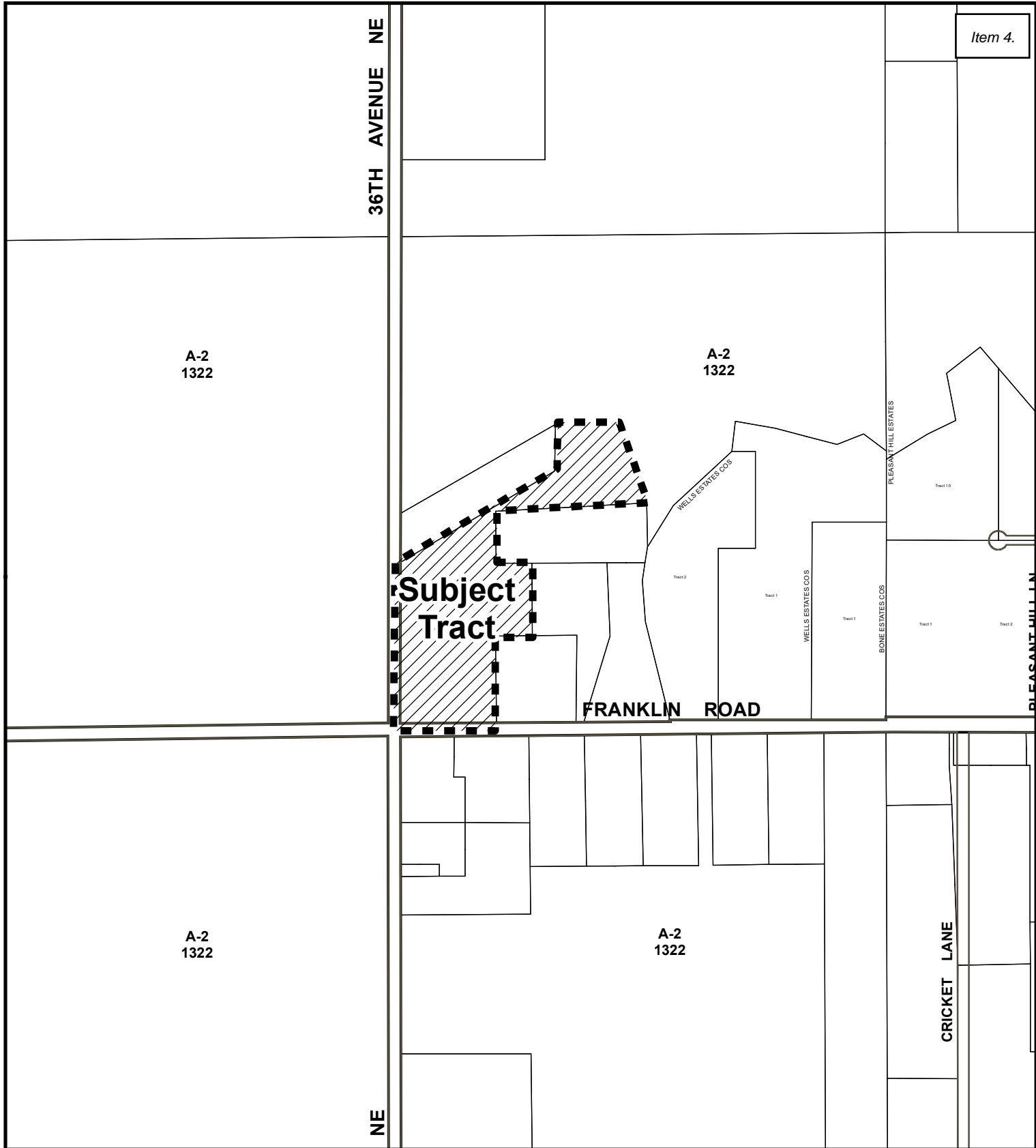
**REQUESTER:** Mark Mappes

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-1: Consideration of a Norman Rural Certificate of Survey submitted by Mark Mappes (Pollard & Whited Surveying, Inc.) for MAPPES ESTATES for 20.02 acres of property generally located at the northeast corner of 36<sup>th</sup> Avenue N.E. and Franklin Road.

---

**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement COS-2324-1 for MAPPES ESTATES.



Item 4.

A-2  
1322

A-2  
1322

**Subject  
Tract**

FRANKLIN ROAD

A-2  
1322

A-2  
1322

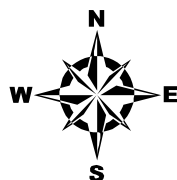
CRICKET LANE

PLEASANT HILL LN

# Location Map



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



June 6, 2023

0 350 700 Ft.

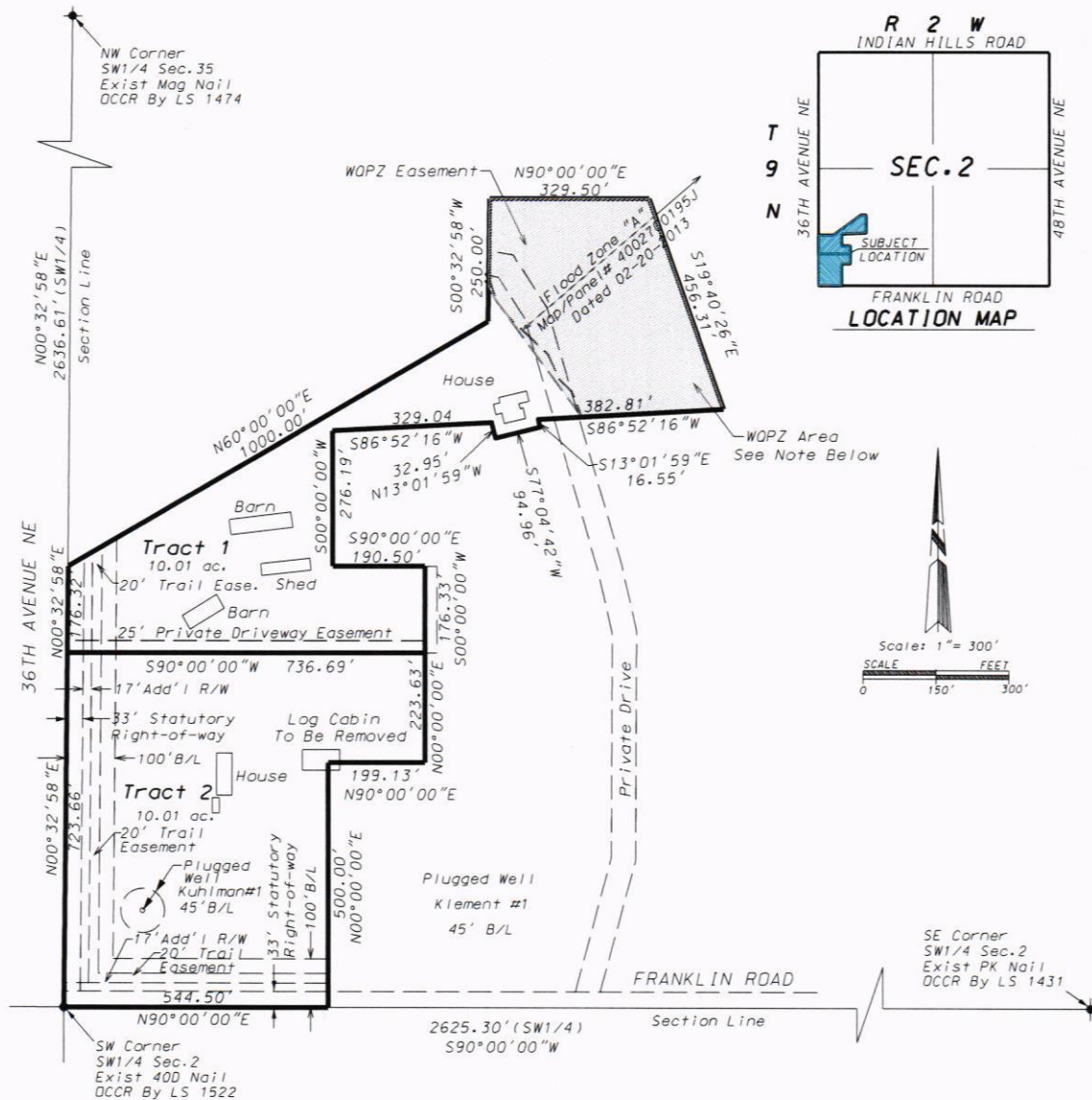


Subject Tract



Zoning

**MAPPES ESTATES**  
**A NORMAN RURAL CERTIFICATE**  
**OF SURVEY SUBDIVISION**  
 PART OF THE SW1/4 OF SECTION 2, T9N, R2W, I.M.  
 NORMAN, CLEVELAND COUNTY, OKLAHOMA  
**COS 2324-1**



**NOTE:**

Bearings Shown are Based on an Deed Bearing of N90°00'00"E Between Existing Monuments On The South line of the SW1/4 of Section 2, T9N, R2W, I.M., Cleveland County, Oklahoma.

(●) - Indicates Existing 3/8" Iron Pin Or Monument As Noted.

(○) - Indicates Set 1/2" Iron Pin With Plastic Cap Marked "Pollard PLS 1474" or Set Mag Nail with washer marked "PW Survey CA2380".

(CCCR) - Indicates Oklahoma Certified Corner Record on File With the Oklahoma Department of Libraries, Archives Division.

(WOPZ) - Indicates the Water Quality Protective Zone. There shall be no clearing, grading, construction or disturbance of vegetation in this area except as permitted by the Director of Public Works, unless such disturbance is done in accordance with 19-514(E) of the Norman City Code. The WOPZ is subject to protective covenants that may be found in the Land Records and that may restrict disturbance and use of these areas.

**POLLARD & WHITED SURVEYING, INC.**

2514 Tee Drive

Norman, OK 73069

405-366-0001

CA 2380 exp.6-30-23

tim@pwsurveying.com

Mappes Estates

Norman Rural Certificate Of Survey Subdivision

Part of the SW1/4 Sec.2,T9N,R2W, IM

Norman, Cleveland County, Oklahoma

May 15, 2023

2-9n2w.dgn

Drawn By:T.Pollard

Sheet 1 of 11

Planning Commission Agenda  
July 13, 2023

---

CERTIFICATE OF SURVEY  
COS-2324-1

---

ITEM NO. 4

**STAFF REPORT**

**ITEM:** Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2324-1 FOR MAPPES ESTATES.**

**LOCATION:** Located at the northeast corner of the intersection of Franklin Road and 36<sup>th</sup> Avenue N.E.

**INFORMATION:**

1. Owners. Vicki Fleming and Henry Mappes.
2. Developer. Vicki Fleming and Henry Mappes.
3. Surveyor. Pollard & Whited Surveying, Inc.

**HISTORY:**

1. October 21, 1961. City Council adopted Ordinance No. 1312 annexing this property into the City of Norman Corporate Limits without zoning.
2. October 30, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in A-2, Rural Agricultural District.

**IMPROVEMENT PROGRAM:**

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.
2. Sanitary Sewer. There are existing sanitary sewer systems serving the two tracts.
3. Water. There are existing water wells serving the two tracts.
4. Acreage. This property consists of 20.02 acres. Tract 1 consists of 10.01 acres and Tract 2 consists of 10.01 acres.



5. Easements. The owners will grant a 17' roadway, drainage and utility easement for both Franklin Road and 36<sup>th</sup> Avenue N.E. In addition, a 20' trail easement will be granted adjacent to the 17' roadway, drainage and utility easements for both Franklin Road and 36<sup>th</sup> Avenue N.E.
6. Private Road. An existing private road provides access to Tract 1.
7. Water Quality Protection Zone. Tract 1 contain WQPZ. These areas will be protected by the owner per covenants.
8. Flood Plain. Tract 1 contains Flood Plain. There is an existing house on the property located outside the Flood Plain.

**SUPPLEMENTAL MATERIAL:** Copies of a location map and Norman Rural Certificate of Survey No. COS-2324-1 for Mappes Estates are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** There are existing single-family residential structures on both tracts. The existing structure on Tract 2 may be removed and replaced with a new structure. Staff recommends approval of Norman Rural Certificate of Survey No. COS-2324-1 for Mappes Estates.

**ACTION NEEDED:** Recommend approval or disapproval of Norman Rural Certificate of Survey No. COS-2324-1 for Mappes Estates to City Council.

**ACTION TAKEN:** \_\_\_\_\_



**File Attachments for Item:**

5. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-2: Consideration of a Norman Rural Certificate of Survey submitted by Oklahoma Gas & Electric Co. (Bearing Tree Land Surveying, L.L.C.) for NORMAN HILLS SUBSTATION COS for 60.0 acres of property located at the SW corner of 48th Avenue NW and Franklin Road.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** Oklahoma Gas & Electric Co.

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of COS-2324-2: Consideration of a Norman Rural Certificate of Survey submitted by Oklahoma Gas & Electric Co. (Bearing Tree Land Surveying, L.L.C.) for NORMAN HILLS SUBSTATION COS for 60.0 acres of property located at the SW corner of 48<sup>th</sup> Avenue NW and Franklin Road.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of COS-2324-2 for NORMAN HILLS SUBSTATION COS.

Item 5.

A-2  
1339

48TH AVE NW

FRANKLIN RD

Subject Tract

A-2  
1339

PUD  
2021-47

A-2  
1339  
RED SKY RANCH 1

PUD  
0910-14

A-2  
1339

R-1  
0506-44

KINGSLAND

CARRINGTON PLACE

NORTHFIELDS STREET

KENSAL CIRCLE

RIDGELINE DRIVE

RE  
7475-25

RE  
7273-103

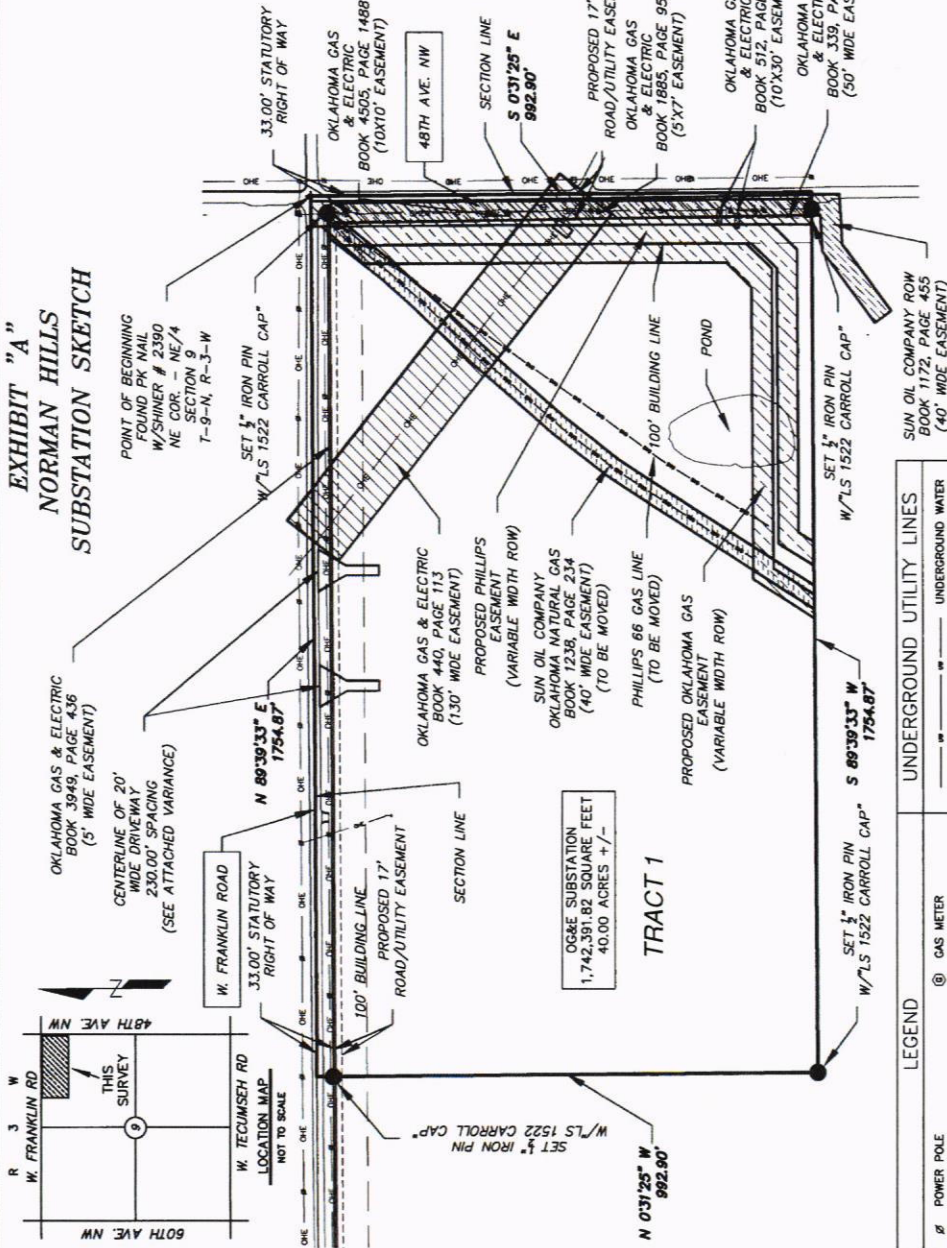
RE  
7475-25

RE  
7273-103

0      300      600 Ft.

☐ Zoning

# EXHIBIT "A" NORMAN HILLS SUBSTATION SKETCH



## LEGAL DESCRIPTION

A Part of the Northeast Quarter (NE/4) of Section Nine (9), Township Nine (9) North, Range Three (3) West of the Indian Meridian, Cleveland County, Oklahoma, more particularly described as follows:

BEGINNING at a PK Nail w/ "CA 2390" Shiner for the Northeast Corner of the Northeast Quarter of Section Nine (9), Township Nine (9) North, Range Three (3) West, THENCE S 00°31'25" E (Along Section Line) a distance of 992.90 feet; THENCE S 89°39'33" W, a distance of 1754.87 feet to a 1/2" Iron Pin w/ "LS 1522 Carroll" Cap; THENCE N 00°31'25" E, a distance of 992.90 feet; THENCE N 89°39'33" E, a distance of 1754.87 feet to a PK Nail w/ "CA 2390" Shiner for the POINT OF BEGINNING;

Also Described As The East Forty (40) Acres Of The North Sixty (60) Acres Of The NE/4 Of Section Nine (9), Township Nine (9) North, Range Three (3) West.

Said Tract Contains 40.00 acres or 1,742,391.82 square feet, more or less

## SURVEYORS CERTIFICATE:

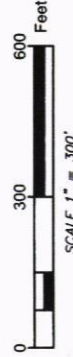
This plat or survey also meets the Oklahoma Minimum Standards for the practice of land surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors.

## BASIS OF BEARINGS

The Oklahoma North - State Plane Coordinate, Zone NAD 83 (2011) was used as The Basis Of Bearing for this Survey. S 0°31'25" E East line of the Northeast Quarter of Section 9

## ELUO HAZARD

SUBJECT PROPERTY IS LOCATED  
IN ZONE X  
PANEL # 4002700170J  
EFFECTIVE DATE: 1/14/2021



## BEARING TREE LAND SURVEYING, L.L.C.

7100 Broadway Ext. Oklahoma City, Oklahoma 73116  
Telephone: (405) 605-1081  
Oklahoma CA #4568 Renewal date 06/30/24 Texas Reg. # 6145  
WWW.BEARINGTREESURVEYING.COM  
TOPOGRAPHIC • LIDAR • GPS • PHOTOGRAMMETRY  
ALTA/ACSM LAND TITLE • CONSTRUCTION • GIS

Party Chief: CWA  
Processed By: CWA  
Drawn By: JRG  
Checked By: JRC  
Date: 6-08-23  
Scale: 1"=300'

LEGEND	
POWER POLE	UNDERGROUND UTILITY LINES
UTILITY POLE	UNDERGROUND WATER
LIGHT POLE	GAS LINE
GUY ANCHOR	SANITARY SEWER LINE
ELECTRIC METER	STORM DRAIN LINE
ELECTRIC BOX	TELEPHONE LINE
MAILBOX	UNDERGROUND ELECTRIC
SANITARY SEWER MANHOLE	
SECTION CORNER	
QUARTER CORNER	
IRON GRADE INLET	
TELEPHONE MANHOLE	
TELEPHONE RISER	
	MISC. LINES
	OVERHEAD POWERLINE
	BARBED WIRE FENCE
	CHAIN LINK FENCE
	STOCKADE FENCE



# LEGAL DESCRIPTION

The North 60 acres of the Northeast Quarter (NE/4) of Section Nine (9), Township Nine (9) North, Range Three (3) West of the Indian Meridian, Cleveland County, Oklahoma. LESS AND EXCEPT A part of the Northeast Quarter (NE/4) of Section Nine (9), Township Nine (9) North, Range Three (3) West of the Indian Meridian, Cleveland County, Oklahoma, more particularly described as follows: Beginning at a PK Nail w/ "CA 2390" Shiner for the Northeast Corner of the Northeast Quarter of Section 9-T9N-R3W; Thence S 00°31'25"E (Along Section Line) a distance of 992.90 feet; Thence S 89°39'33"W, a distance of 1754.87 feet to a 1/4" Iron Pin w/ "LS 1522 Carrol" Cap; Thence N 00°31'25"E, a distance of 992.90 feet; Thence N 89°39'33"E, a distance of 1754.87 feet to a PK Nail w/ "CA 2390" Shiner for the Point of Beginning;

Also Described As The West Forty (20) Acres Of The North Sixty (60) Acres Of The NE/4 Of Section Nine (9), Township Nine (9) North, Range Three (3) West.

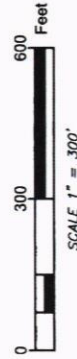
Said Tract Contains 20.00 acres or 871,198.00 square feet, more or less

## SURVEYORS CERTIFICATE:

This plat or survey also meets the Oklahoma Minimum Standards for the practice of land surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors.

## BASIS OF BEARINGS

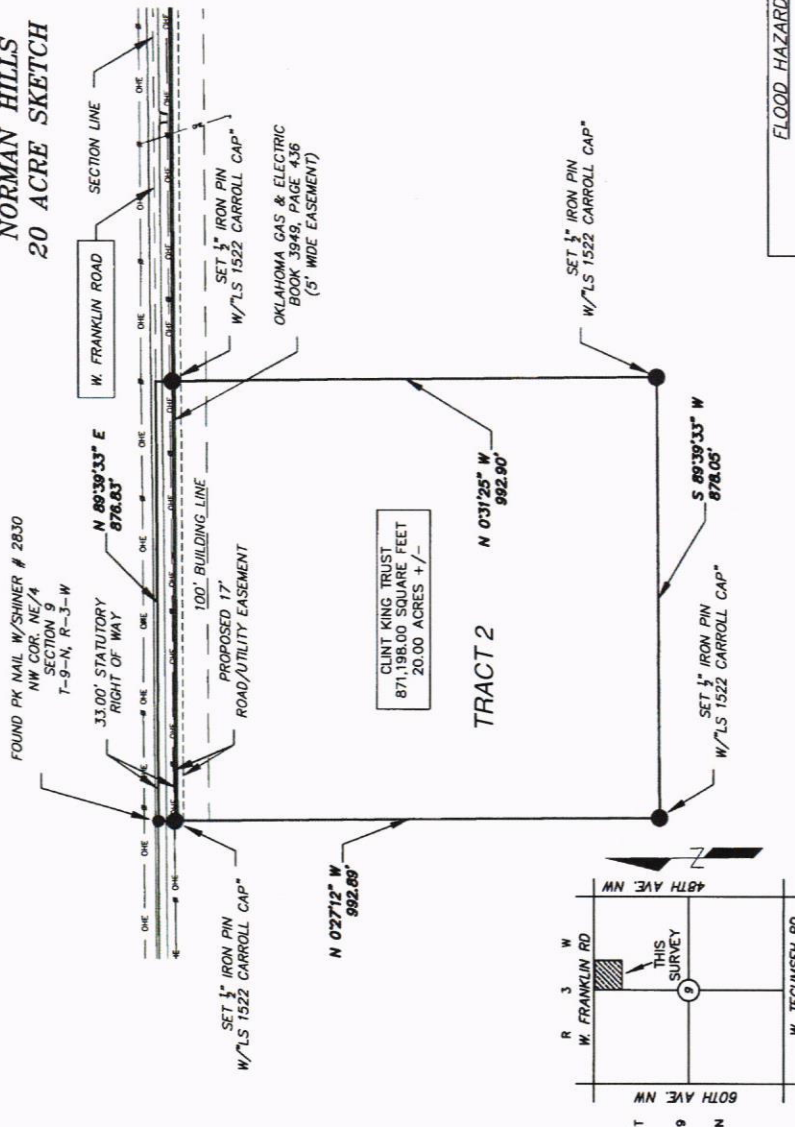
The Oklahoma North - State Plane Coordinate, Zone NAD 83 (2011) was used as The Basis Of Bearing for this Survey. S 0°31'25" E East line of the Northeast Quarter of Section 9



## BEARING TREE LAND SURVEYING, L.L.C.

7100 Broadway Ext. Oklahoma City, Oklahoma 73116  
Telephone: (405) 605-1081  
Oklahoma CA #4568 Renewal date 06/30/24 Texas Reg. # 6145  
WWW.BEARINGTREESURVEYING.COM  
TOPOGRAPHIC • LIDAR • GPS • PHOTOGRAMMETRY  
ALTA/ACSM LAND TITLE • CONSTRUCTION • GIS

## EXHIBIT "B" NORMAN HILLS 20 ACRE SKETCH



## FLOOD HAZARD

SUBJECT PROPERTY IS LOCATED  
IN ZONE X  
PANEL # 40027C0170J  
EFFECTIVE DATE: 1/14/2021

Party Chief: CWA  
Processed By: CWA  
Drawn By: JRC  
Checked By: JRC  
Date: 6-08-23  
Scale: 1"=300'

## UNDERGROUND UTILITY LINES

UNDERGROUND WATER  
GAS LINE  
GAS VALVE  
SANITARY SEWER LINE  
STORM DRAIN LINE  
TELEPHONE LINE  
UNDERGROUND ELECTRIC

## MISC. LINES

OVERHEAD POWERLINE  
BARBED WIRE FENCE  
CHAIN LINK FENCE  
STOCKADE FENCE

## LEGEND

POWER POLE  
UTILITY POLE  
LIGHT POLE  
GUY ANCHOR  
ELECTRIC METER  
ELECTRIC MANHOLE  
ELECTRIC BOX  
MAILBOX  
SANITARY SEWER MANHOLE  
STORM SEWER MANHOLE  
IRON GRATE INLET  
TELEPHONE MANHOLE  
TELEPHONE RISER  
GAS METER  
GAS VALVE  
IRRIGATION VALVE  
SIGN  
FIRE HYDRANT  
WATER METER  
SECTION CORNER  
QUARTER CORNER  
S.I.P.  
F.I.P.  
BENCHMARK  
SET 1/2" IRON PIN  
FOUND 1/2" IRON PIN

Planning Commission Agenda  
July 13, 2023

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CERTIFICATE OF SURVEY  
COS-2324-2

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ITEM NO. 5

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**STAFF REPORT**

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**ITEM:** Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2324-2 FOR NORMAN HILLS SUBSTATION.**

**LOCATION:** Located at the southwest corner of the intersection of 48<sup>th</sup> Avenue N.W. and West Franklin Road.

**INFORMATION:**

1. Owners. Clint King Trust.
2. Developer. Oklahoma Gas & Electric Co.
3. Surveyor. Bearing Tree Land Surveying.

**HISTORY:**

1. October 21, 1961. City Council adopted Ordinance No. 1320 annexing this property into the Norman Corporate City Limits without zoning.
2. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. January 23, 1962. City Council adopted Ordinance No. 1339 placing this property in A-2, Rural Agricultural District.
4. June 8, 2023 Planning Commission, on a vote of 5-0, recommended to City Council placing Tract 1 (40 acres) in the A-2, Rural Agricultural District with Special Use for a Public Utility.

**IMPROVEMENT PROGRAM:**

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.
2. Easements. With the Comprehensive Transportation Plan, Franklin Road is classified as a local street and 48<sup>th</sup> Avenue N.W. is classified as a Minor Urban Arterial. A 17' roadway, drainage and utility easement will be required.
3. Acreage. There is a total of 60 acres. Tract 1 consists of 40 acres and Tract 2 consists of 20 acres.

**SUPPLEMENTAL MATERIAL:** Copies of a location map and Norman Rural Certificate of Survey No. COS-2324-2 are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** It has been determined the proposed project an OG+E substation is by right in the A-2, Rural Agricultural District with Special Use for a Public Utility. There is no proposal for Tract 2. Staff recommends approval of Certificate of Survey No. COS-2324-2 for Norman Hills Substation.

**ACTION NEEDED:** Recommend approval or disapproval of Norman Rural Certificate of Survey No. COS-2324-2 for Norman Hills Substation to City Council.

**ACTION TAKEN:** \_\_\_\_\_



**File Attachments for Item:**

6. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2324-1: Consideration of a Short Form Plat submitted by Stephen Lewis (Plant Life, LLC) (Bearing Tree Land Surveying) for 2516 BRIGGS for 0.52 acres of property located at 2516 Briggs Street.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

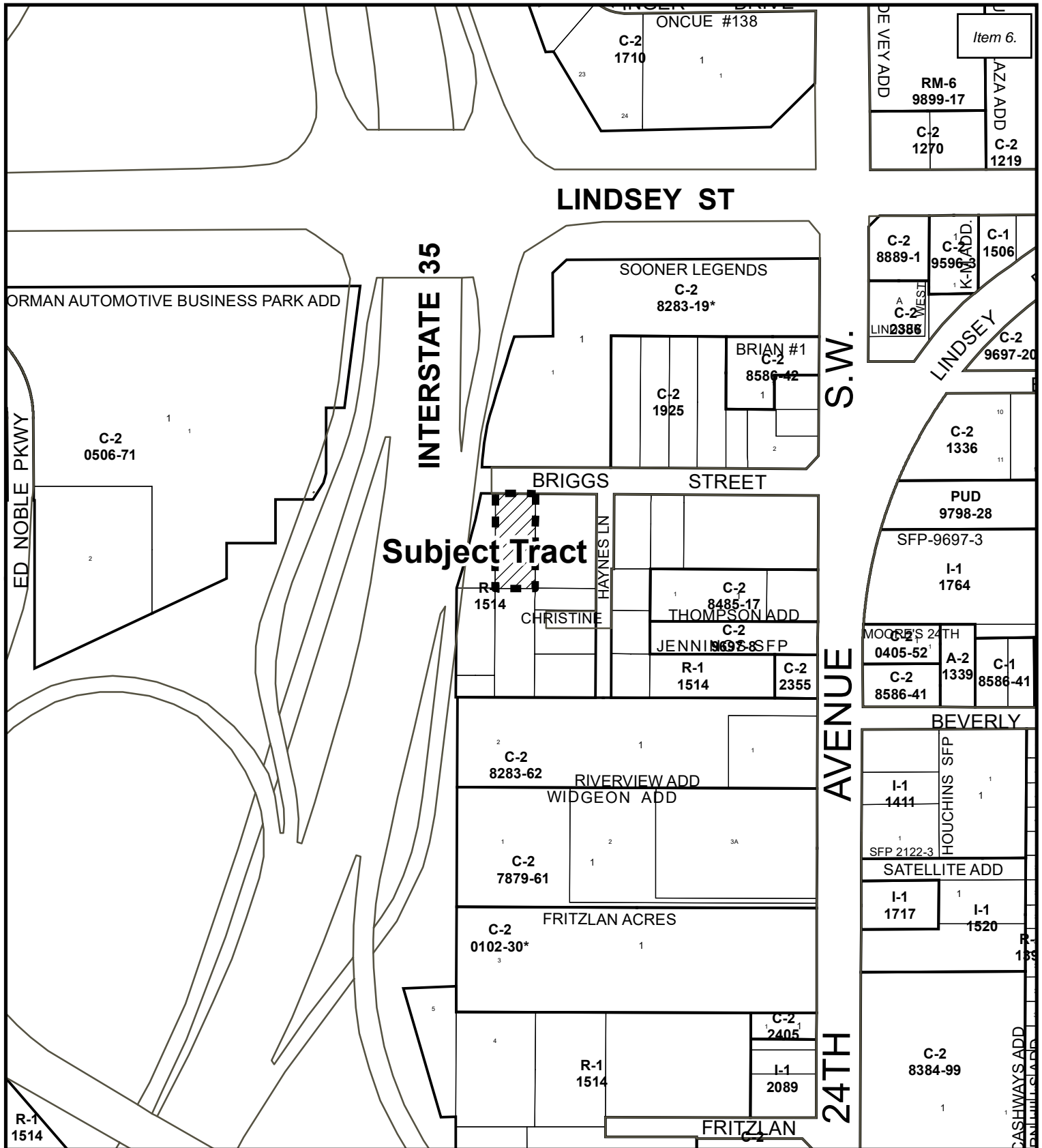
**REQUESTER:** Stephen Lewis (Plant Life, L.L.C.)

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of SFP-2324-1: Consideration of a Short Form Plat submitted by Stephen Lewis (Plant Life, LLC) (Bearing Tree Land Surveying) for 2516 BRIGGS for 0.52 acres of property located at 2516 Briggs Street.

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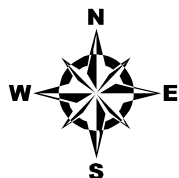
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of SPF-2324-1 for 2516 BRIGGS PLAT 2023.



# Location Map



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

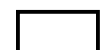


March 3, 2023

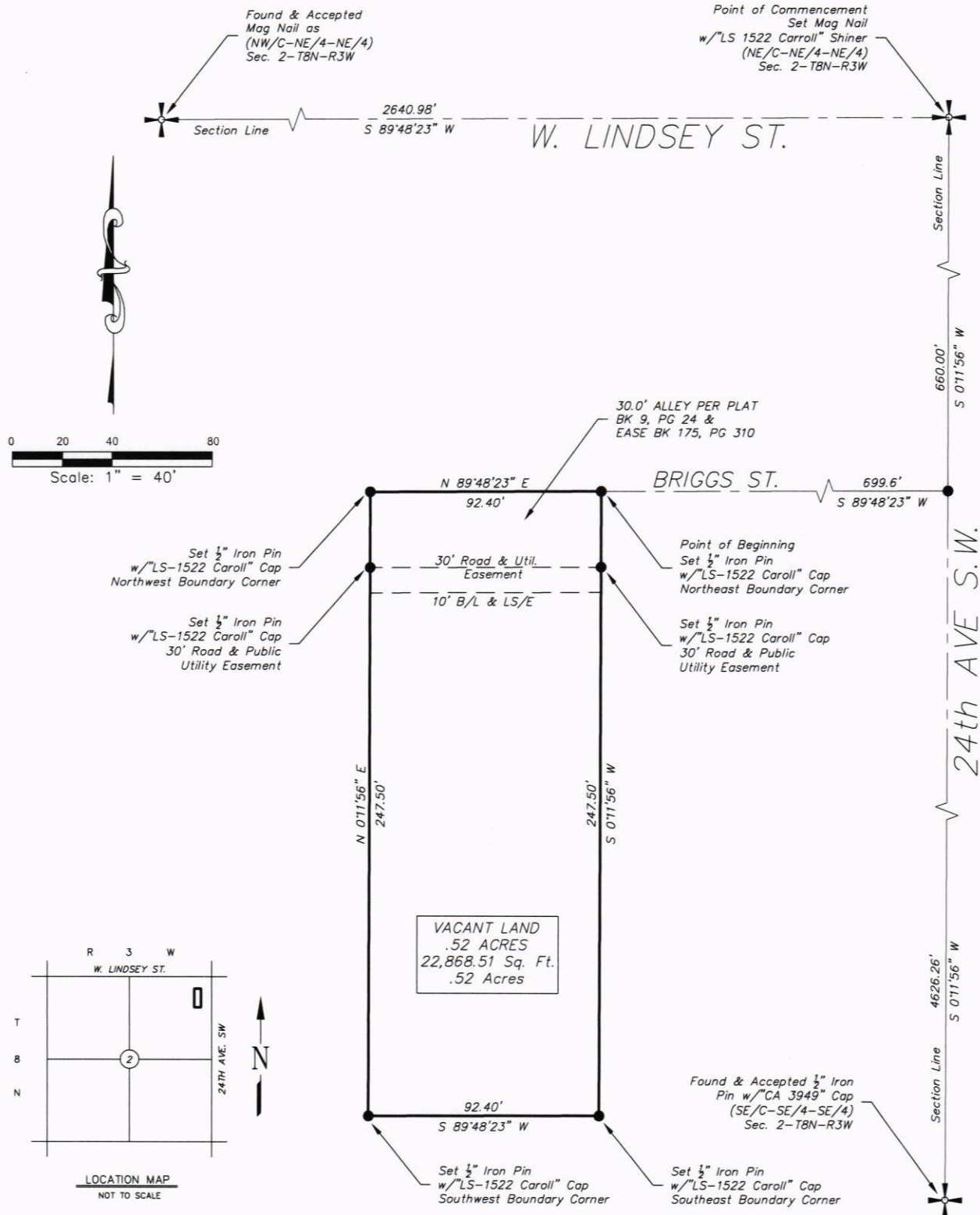
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Subject Tract

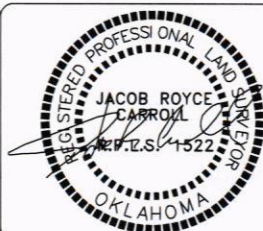


Zoning



PAGE 1 OF 3

Party Chief: CWA  
 Processed By: JMJ  
 Drawn By: IL  
 Checked By: JRC  
 Scale: 1"=40'  
 Date: 2-10-23  
 Revision Date: 7-5-23



BEARING TREE LAND SURVEYING, L.L.C.



7100 Broadway Ext., Oklahoma City, OK 73116  
 Telephone: (405) 605-1081  
 Oklahoma CA #4568 Renewal date 06/30/24 Texas Reg. # 6145  
 WWW.BEARINGTREESURVEYING.COM

TOPOGRAPHIC • LiDAR • GPS • PHOTOGRAMMETRY  
 ALTA/ACSM LAND TITLE • CONSTRUCTION • GIS

Planning Commission Agenda  
July 13, 2023

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SHORT FORM PLAT  
SFP-2324-1

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ITEM NO. 6

**STAFF REPORT**

**ITEM:** Consideration of **SHORT FORM PLAT NO. SFP-2324-1, 2516 BRIGGS.**

**LOCATION:** Located at 2516 Briggs.

**INFORMATION:**

1. Owner. Plant Life, LLC.
2. Developer. Plant Life, LLC.
3. Surveyor. Bearing Tree Land Surveying.

**HISTORY:**

1. July 9, 1963. City Council adopted Ordinance No. 1514 annexing this property into the Norman Corporate City Limits without rezoning. Per City Ordinance, property without zoning reverts to R-1, Single-Family Dwelling District.
2. April 13, 2023. Planning Commission, on a vote of 9-0, recommended to City Council the amending the NORMAN 2025 Land and Transportation Plan to remove Special Planning Area 1 (SPA-1) retaining Commercial Designation.
3. April 13, 2023. Planning Commission, on a vote of 9-0, recommended to City Council that this property be placed in the C-2, General Commercial District and removed from R-1, Single-Family Dwelling District.
4. May 9, 2023. City Council amended the NORMAN 2025 Land Use and Transportation Plan to remove Special Planning Area 1 (SPA-1) for this property and retaining the Commercial Designation
5. May 9, 2023. City Council adopted Ordinance No. O-2223-28 placing this property in the C-2, General Commercial District and removing it from R-1, Single-Family Dwelling District.
6. May 9, 2023. City Council approved Resolution No. R-2223-131 exempting paving and sidewalk improvements in connection with Briggs Street.



**IMPROVEMENT PROGRAM:**

1. Fire Hydrants. Fire hydrant is existing.
2. Sanitary Sewers. Sanitary sewer will be a private system approved by ODEQ if needed.
3. Sidewalks. City Council, at its meeting of May 9, 2023, approved Resolution No. R-2223-131 exempting sidewalk improvements adjacent to Briggs Street.
4. Streets. City Council, at its meeting of May 9, 2023, approved Resolution No. R-2023-131 exempting curb and gutter requirements in connection with Briggs Street.
5. Water. Water improvements are existing.

**PUBLIC DEDICATIONS:**

1. Easements. All required easements are existing.
2. Right-of-Way. Street rights-of-way are existing.

**SUPPLEMENTAL MATERIAL:** Copies of a location map, site plan and short form plat are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** The property is a single lot on .52 acres. The proposal is a landscaping storage facility. Staff recommends approval of Short Form Plat No. SFP-2324-1 for 2516 Briggs.

**ACTION NEEDED:** Approve or disapprove Short Form Plat No. SPF-2324-1 for 2516 Briggs, and, if approved, direct the filing thereof with the Cleveland County Clerk.

**ACTION TAKEN:** \_\_\_\_\_







**File Attachments for Item:**

7. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2223-8: Consideration of a Preliminary Plat submitted by Simple Storage, LLC (Blew & Associates, PA) for SIMPLE STORAGE ADDITION for 9.85 acres of property generally located near the NE corner of 24th Avenue SE and Imhoff Road.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

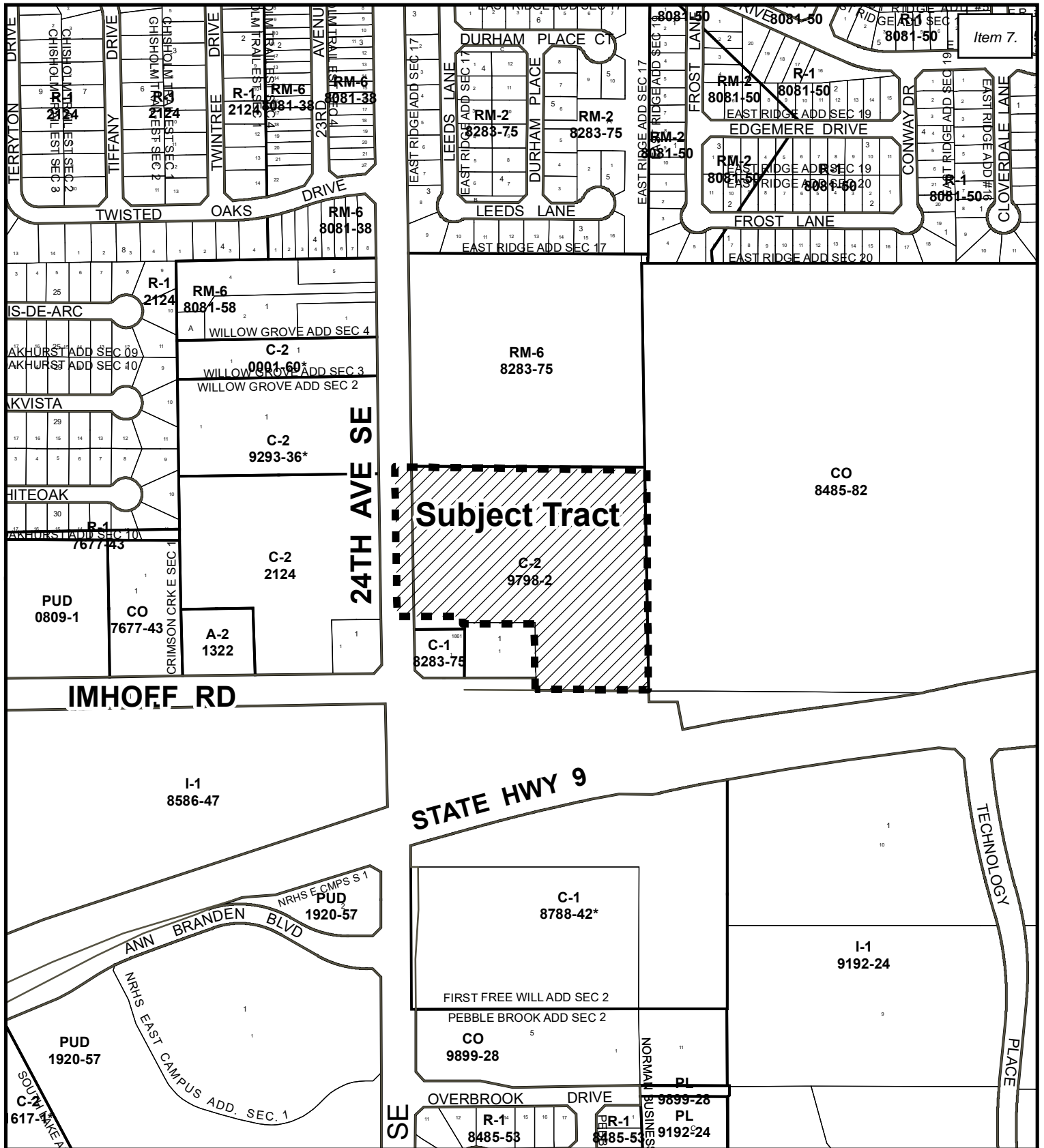
**REQUESTER:** Simple Storage, L.L.C.

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2223-8: Consideration of a Preliminary Plat submitted by Simple Storage, LLC (Blew & Associates, PA) for SIMPLE STORAGE ADDITION for 9.85 acres of property generally located near the NE corner of 24<sup>th</sup> Avenue SE and Imhoff Road.

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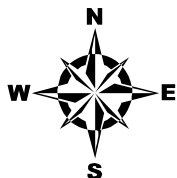
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of PP-2223-8 for SIMPLE STORAGE ADDITION.



# Location Map



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



May 3, 2023

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Subject Tract



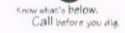
Zoning

PROPERTY INFORMATION		
Crossing Site Area	429,256.24 sq	0.93 acres
Proposed Dedicated ROW	0.00 sq	0.00 acres
Net Site Area	429,256.24 sq	0.93 acres
Zoning	C-2, General Commercial District	
ZONING REGULATIONS		
Front Yard		10.0'
Side Yard		0.0'
Side Yard (adjacent to residents)		10.0'
Rear Yard		3.0'
Height Regulations		None
LOT INFORMATION		
Buildable Lots		2

<b>DEVELOPER / OWNER</b>	<b>PIPER INC. / OWNER</b>
Simple Storage LLC	Northern Star Control Co. Pipeline, Inc.
PO Box 17409	4700 Jean Road, So.
Des Moines, IA 50313	Orleansville, IA 50301
Ph: (402) 595-5785	(712) 855-3117

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A PART OF THE SW/4, SEC. 3, T8N, R17W, 1M.  
NORMAN, CLEVELAND COUNTY, OKLAHOMA



IN FIDT  
Length = 10

[illegible]

Preliminary Plat

**Storage Addition**  
 1100 E. Imhoff Rd. Norman, Oklahoma  
**Mike Rountree**  
 PO Box 15329  
 El City, OK 73155  
 (405) 509-6795

NOT FOR  
CONSTRUCTION  
FOR REVIEW  
ONLY!!!



IBEW's Partner in the  
Survey, Mapping & GIS  
**BLEW**  
& ASSOCIATES, P.A.  
Office: 410-442-5200  
[www.blew.net](http://www.blew.net)

Surveying  
Engineering  
Mapping

Certificate of Authorization No. 5367	
Expires:	2023-06-20
Expires in:	22 11951
Expires at:	11:51 AM
Expires on:	22 11951
Expires at:	11:51 AM

PP

Planning Commission Agenda  
July 13, 2023

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PRELIMINARY PLAT

ITEM NO. 7

PP-2223-8

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**STAFF REPORT**

**ITEM:** Consideration of a preliminary plat for **SIMPLE STORAGE ADDITION**.

**LOCATION:** Generally located near the northeast corner of the intersection of 24<sup>th</sup> Avenue S.E. and Imhoff Road.

**INFORMATION:**

1. Owners. Simple Storage, L.L.C.
2. Developer. Simple Storage, L.L.C.
3. Engineer. Blew and Associates, PA.

**HISTORY:**

1. October 18, 1961. City Council adopted Ordinance No. 1314 annexing this property into the Norman Corporate City Limits without zoning.
2. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.
3. March 10, 1983. Planning Commission, on a vote of 8-0, recommended to City Council that this property be placed in C-1, Local Commercial District and removed from A-2, Rural Agricultural District.
4. March 10, 1983. Planning Commission, on a vote of 8-0, approved the preliminary plat for East Ridge Addition.
5. April 12, 1983. City Council adopted Ordinance No. O-8283-75 placing this property in C-1, Local Commercial District and removing it from A-2, Rural Agricultural District.
6. July 10, 1997. Planning Commission, on a vote of 6-0, recommended to City Council that this property be placed in C-2, General Commercial District and removed from C-1, Local Commercial District.



7. August 26, 1997. City Council adopted Ordinance No. O-9798-2 placing this property in the C-2, General Commercial District and removing it from the C-1, Local Commercial District.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City Standards. Their locations will be approved by the Fire Department.
2. Sanitary Sewers. Sanitary sewer mains are existing serving the two (2) proposed lots.
3. Sidewalks. Sidewalks will be required adjacent to Imhoff Road. There is an existing sidewalk adjacent to 24<sup>th</sup> Avenue S.E.
4. Storm Sewers. Storm water run off will be conveyed to a proposed privately-maintained detention facility within each lot.
5. Streets. Imhoff Road and 24<sup>th</sup> Avenue S.E. are existing.
6. Water Mains. Water mains adjacent to Imhoff Road and 24<sup>th</sup> Avenue S.E. are existing.

PUBLIC DEDICATIONS:

1. Easements. All required easements will be dedicated to the City on the final plat.
2. Rights-of-Way. All street rights-of-way will be dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, site plan and preliminary plat are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: This property consists of 9.85 acres. There are two (2) proposed lots. One lot is fronting 24<sup>th</sup> Avenue S.E. and the other lot is fronting Imhoff Road. The proposed use is commercial.

ACTION NEEDED: Recommend approval or disapproval of the preliminary plat for Simple Storage Addition to City Council.

ACTION TAKEN: \_\_\_\_\_





# CITY OF NORMAN

## Development Review Form

### Transportation Impacts

DATE: June 22, 2023

STAFF REVIEW BY: Awet Frezgi, P.E.  
City Traffic Engineer

PROJECT NAME: Simple Storage PP

PROJECT TYPE: Commercial/Light Industrial

Owner: Simple Storage, LLC  
Developer's Engineer: Blew & Associates, PA  
Developer's Traffic Engineer: Blew & Associates, PA

#### SURROUNDING ENVIRONMENT (Streets, Developments)

Commercial and institutional uses surround the proposed site with some high density residential to the west, low density residential to the north, and industrial to the south.

#### ALLOWABLE ACCESS:

The site proposes two access points. One access point is located along 24<sup>th</sup> Avenue SE and the other along Imhoff Road. A variance for driveway spacing will be required for the 24<sup>th</sup> Avenue SE access point. The Imhoff Road access point meets the applicable requirements in the Engineering Design Criteria.

#### EXISTING STREET CHARACTERISTICS (Lanes, Speed Limits, Sight Distance, Medians)

24<sup>th</sup> Avenue SE: 4 lanes (existing and future). Speed Limit - 40 mph. No sight distance problems. No median.

Imhoff Road: 2 lanes (existing and future). Speed Limit - 25 mph. No sight distance problems. No median.

ACCESS MANAGEMENT CODE COMPLIANCE: YES ☒ NO ☐

Proposed number of access points for the development is in compliance with what is allowed in the subdivision regulations.

#### TRIP GENERATION

Time Period	Total	In	Out
Weekday	976	488	488
A.M. Peak Hour	147	89	58
P.M. Peak Hour	220	106	114

TRANSPORTATION IMPACT STUDY REQUIRED? YES ☒ NO ☐

Being just above the threshold for when a traffic impact study is required (>100 peak hour trips is the threshold), the developer is required to submit a traffic impact analysis with this application. On behalf of the developer Blew & Associates, PA submitted traffic impact analysis memorandum. No traffic operational issues are anticipated due to the development.









































RECOMMENDATION: APPROVAL ☒ DENIAL ☐ N/A ☐ STIPULATIONS ☐

*Recommendations for Approval refer only to the transportation impact and do not constitute an endorsement from City Staff.*

The proposed development will access 24<sup>th</sup> Avenue SE from the east by one proposed, full access drive. This access does not meet the driveway spacing requirements in the City's Engineering Design Criteria resulting in the need for the developer to Request a Variance with regard to this access point. The proposed development will also access Imhoff Road from the north by one proposed, full access driveway. Capacity exceeds demand in this area. As such, no additional off-site improvements are anticipated.

<p><b>Site Development Plan</b></p> <p>Revisions: <span style="border: 1px solid black; padding: 2px;">1</span> <span style="border: 1px solid black; padding: 2px;">2</span> <span style="border: 1px solid black; padding: 2px;">3</span> <span style="border: 1px solid black; padding: 2px;">4</span> <span style="border: 1px solid black; padding: 2px;">5</span> <span style="border: 1px solid black; padding: 2px;">6</span> <span style="border: 1px solid black; padding: 2px;">7</span> <span style="border: 1px solid black; padding: 2px;">8</span> <span style="border: 1px solid black; padding: 2px;">9</span> <span style="border: 1px solid black; padding: 2px;">10</span> <span style="border: 1px solid black; padding: 2px;">11</span> <span style="border: 1px solid black; padding: 2px;">12</span> <span style="border: 1px solid black; padding: 2px;">13</span> <span style="border: 1px solid black; padding: 2px;">14</span> <span style="border: 1px solid black; padding: 2px;">15</span> <span style="border: 1px solid black; 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**File Attachments for Item:**

8. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Resolution No. R-2324-10: Cimarron Precious Metals, Inc. requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove property located at 1001 N. University Boulevard from Special Planning Area 3, while retaining the Commercial Designation.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** Cimarron Precious Metals, Inc.

**PRESENTER:** Melissa Navarro, Planner II

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Resolution No. R-2324-10: Cimarron Precious Metals, Inc. requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove property located at 1001 N. University Boulevard from Special Planning Area 3, while retaining the Commercial Designation.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Resolution No. O-2324-10 to City Council.



RESOLUTION NO. R-2324-10

ITEM NO. 8

**STAFF REPORT**

**ITEM:** Cimarron Precious Metals, Inc. requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove Special Planning Area 3 (SPA-3), while retaining the Commercial Designation, for 0.43 acres of property located at 1001 N. University Boulevard.

**SUMMARY OF REQUEST:** The applicant, Cimarron Precious Metals Inc., is requesting to rezone a 0.43-acre property at 1001 N. University Blvd. to Simple Planned Unit Development (SPUD). The property is currently zoned I-1, Light Industrial District. The applicant intends to keep the existing allowable uses and add two commercial uses: a bullion depository and a coin shop. This proposal also requires a NORMAN 2025 Land Use and Transportation Plan amendment to remove Special Planning Area 3 (SPA-3), while retaining the existing Commercial Designation. The applicant does not own the adjacent properties to be able to meet the required development conditions for Special Planning Area 3.

**STAFF ANALYSIS:** For changes in classification under the NORMAN 2025 Land Use and Transportation Plan, the following information is forwarded for consideration.

The role of the NORMAN 2025 Plan in the City's ongoing and diverse planning activities states the document must be flexible, and that it is updated and amended periodically. The Plan defines the desired land use patterns for use and development of all private sector properties. This Plan will serve as a policy guide for zoning and planning requests as they are presented to the Planning Commission and City Council.

The subject property and surrounding properties to the south and east are designated as Commercial within Special Planning Area 3 (SPA-3), as shown in the NORMAN 2020 and continued in the NORMAN 2025.

The applicant's property is designated as Commercial and the properties located within SPA-3 are required to meet the following development conditions:

- Front Street must be completed as planned and include the extension of Highland Parkway through this tract.
- No ingress and egress will be granted directly onto Front Street.
- Convert the site from industrial to commercial use by either adaptive re-use of existing old feed mill and accessory building or by demolition of existing structures, so as to create a unified architectural appearance, especially on all building facades facing public streets.

Since the time when this property and the surrounding properties were placed in SPA-3 with the adoption of the NORMAN 2020 and the NORMAN 2025 Plan, this area has developed differently than originally planned with SPA-3. Front Street was redesigned to be extended as N. James Garner Ave. The Central Library built a new location where the old feed mill and



accessory building was located, thus preventing the extension of Highland Parkway anticipated by the NORMAN 2025 Land Use Plan respecting SPA-3.

Surrounding properties are designated as Commercial per the NORMAN 2025 Plan. As mentioned above, properties within Special Planning Area 3 (SPA-3) currently have industrial or institutional uses. The proposed zoning change is to allow for commercial uses in an existing industrial building. The commercial use is directly related to the current activity and would not require additional infrastructure. The expected traffic impact is minor, and Public Works requires no traffic study.

**CONCLUSION:** Staff forwards this request for amendment of the NORMAN 2025 Land Use Plan to remove Special Planning Area 3 (SPA-3) and retain Commercial Designation as Resolution No. R-2324-10 for consideration by Planning Commission and recommendation to City Council.

**File Attachments for Item:**

9. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-45: Cimarron Precious Metals, Inc. requests rezoning from I-1, Light Industrial District, to SPUD, Simple Planned Unit Development, for 0.43 acres of property located at 1001 N. University Boulevard.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 06/08/2023

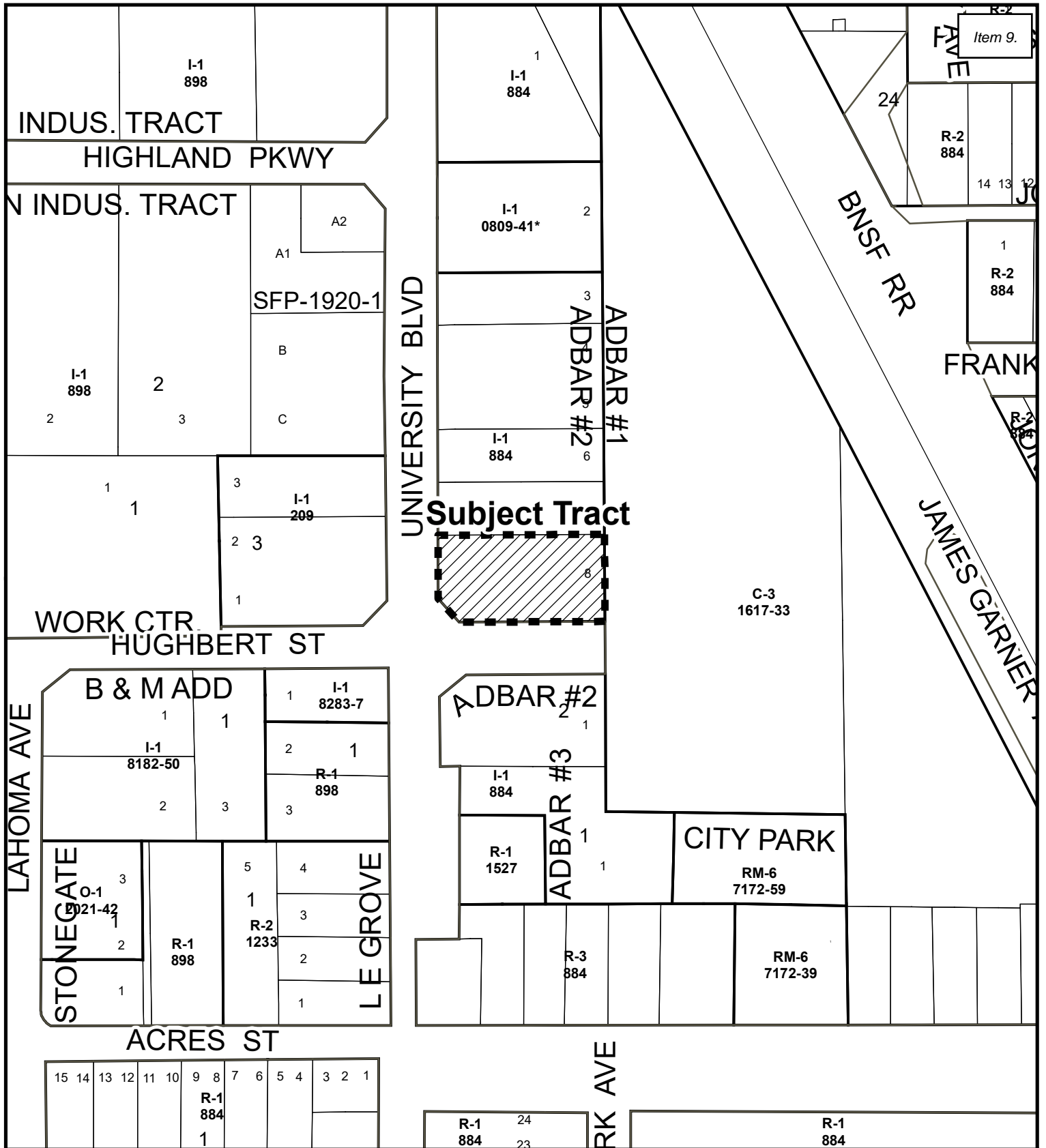
**REQUESTER:** Cimarron Precious Metals, Inc.

**PRESENTER:** Melissa Navarro, Planner II

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-45: Cimarron Precious Metals, Inc. requests rezoning from I-1, Light Industrial District, to SPUD, Simple Planned Unit Development, for 0.43 acres of property located at 1001 N. University Boulevard.

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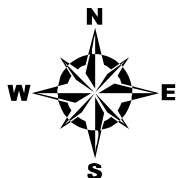
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2223-45 to City Council.



# Location Map



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



May 3, 2023

0 75 150 Ft.



Subject Tract



Zoning

ORDINANCE NO. O-2223-45

ITEM NO. 9

**STAFF REPORT****GENERAL INFORMATION**

APPLICANT	Cimarron Precious Metals, Inc.
REQUESTED ACTION	Rezoning to SPUD, Simple Planned Unit Development
EXISTING ZONING	I-1, Light Industrial District
SURROUNDING ZONING	North: I-1, Light Industrial District East: C-3, Intensive Commercial District South: I-1, Light Industrial District West: I-1, Light Industrial District
LOCATION	1001 N. University Boulevard
WARD	4
CORE AREA	Yes
AREA/SF	0.430 acres, more or less
PURPOSE	Commercial/Industrial
EXISTING LAND USE	Commercial
SURROUNDING LAND USE	North: Children's Aftercare Center East: Pioneer Library South: Industrial/Commercial West: Commercial
LAND USE PLAN DESIGNATION	Commercial/Special Planning Area 3
PROPOSED LAND USE DESIGNATION	Commercial (No change)
GROWTH AREA DESIGNATION	Current Urban Service Area



**PROJECT OVERVIEW:** The applicant, Cimarron Precious Metals Inc., is requesting to rezone a 0.430 acre property at 1001 N. University Blvd. to Simple Planned Unit Development (SPUD). The property is currently zoned I-1, Light Industrial District. The applicant intends to keep the existing allowable uses and add two commercial uses, a bullion depository and a coin shop.

**PROCEDURAL REQUIREMENTS:**

**GREENBELT COMMISSION:** GBC23-12 June 20, 2023

The commission recommended adding a sidewalk along W. Hughbert St. to connect to the library and Legacy Trail.

**PRE-DEVELOPMENT MEETING:** PD23-24 June 22, 2023

No neighbors attended the meeting.

**ZONING ORDINANCE CITATION:**

SEC 36-510 – SIMPLE PLANNED UNIT DEVELOPMENTS

1. General Description. The Simple Planned Unit Development referred to as SPUD, is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD Narrative and a Development Plan Map and contains less than five (5) acres.

The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

2. Statement of Purpose. It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition the SPUD provides for the following:

Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.

Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.

Maintain consistency with the City's Zoning Ordinance, and other applicable plans, policies, standards and regulations on record.

Approval of a zone change to a SPUD adopts the Master Plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

**STAFF ANALYSIS:** The particulars of this SPUD include:

**USE:** The full list of proposed uses is in the PUD Narrative Exhibit C. The list includes all allowable I-1 uses plus the commercial uses of bullion depository and coin shop.

**OPEN SPACE/PARKLAND:** There is no proposed increase to the existing building footprint. The site development plan shows the planned open space areas.

**SITE PLAN/ACCESS:** The Site Plan is submitted with this SPUD as Exhibit B and shall be incorporated herein as an integral part of the SPUD. The development of the property shall be substantially constructed and utilized as presented thereon, subject only to changes allowed by section 36-510(k), the Simple Planned Unit Development section of the Zoning Ordinance, as amended from time to time.

The site plan shows no proposed changes to the existing layout of the property.

**LANDSCAPING:** No changes are proposed to the existing landscaping. In the event of future development, the property shall be in conformity to the City of Norman ordinances, as amended from time to time.

**SIGNAGE:** The signage for the property shall comply with Norman's applicable signage regulations for commercial uses, as amended from time to time.

**LIGHTING:** All exterior lighting shall be installed in conformance with any applicable City of Norman Outdoor Lighting Standards, as such may be amended from time to time.

**SANITATION:** Trash will be handled through existing dumpsters located in the alley.

**UTILITIES:** The necessary utility services are already located on or near the property

**PARKING:** The property shall comply with the City of Norman's applicable parking ordinances, as amended from time to time.

**SIDEWALKS:** While not required, City Staff recommends a 5' sidewalk to be installed in the front of the property along W. Hughbert St. This area was platted prior to the requirement of sidewalk installation so existing sidewalks are few. Again, this is not required but it would be beneficial for pedestrian traffic or possibly be part of a city project in the future.

**EXTERIOR BUILDING MATERIALS:** Any update to the existing building or the construction of new buildings shall meet the requirements of the Exterior Appearance section of the Zoning Ordinance for I-1 properties, as amended from time to time.

**EXISTING ZONING:** The subject property is currently zoned I-1, Light Industrial District. The current zoning does not allow for any retail uses.

#### **ALTERNATIVES/ISSUES:**

**IMPACTS:** The proposed additional use is directly related to the property's current use. The rezoning does not include any addition to the existing building. The expected impact is a moderate increase in traffic due to the new commercial use.

**OTHER AGENCY COMMENTS:**

**FIRE DEPARTMENT:** No comments.

**PUBLIC WORKS/ENGINEERING:** The applicant should consider adding a 5' sidewalk to the front of the property.

**TRAFFIC ENGINEER:** No comments.

**UTILITIES:** No comments.

**CONCLUSION:** Staff forwards this request for rezoning from I-1, Light Industrial District, to SPUD, Simple Planned Unit Development, as ordinance No. O-2223-45 for consideration by the Planning Commission and recommendation to City Council.

# **Cimarron Precious Metals Inc.**

**1001 N University Blvd**

**SIMPLE PLANNED UNIT DEVELOPMENT**

APPLICANT:

***Les White***

APPLICATION FOR:

SIMPLE PLANNED UNIT DEVELOPMENT

Revised: April 28<sup>th</sup>, 2023

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- II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS
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  - D. Utility Services
  - E. Fire Protection Services
  - F. Traffic Circulation and Access
- III. DEVELOPMENT PLAN AND DESIGN CONCEPT
  - A. Permissible Uses
  - B. Building Height
  - C. Parking
  - D. Dumpster and Trash Enclosures
  - E. Miscellaneous Development Criteria

## EXHIBITS

- A. Legal Description of the Property
- B. Site Development Plan
- C. Permissible Uses



## I. INTRODUCTION

### A. Background and Intent:

Cimarron Precious Metals Inc. ("Applicant") seeks to rezone property located at **1001 N. University Blvd, Norman, OK 73069**, more particularly described on the attached **Exhibit A** (collectively referred to herein as the "**Property**"). The Applicant intends to continue to use the building for light industrial and warehouse purposes and use the existing front showroom as a retail coin shop and bullion dealership. No alterations or additional construction to the property is necessary.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

### A. Location

The Property is made up of a 98'x194.3' MOL parcel located on the northeast corner of the intersection of N University Blvd and W Hughbert St.

### B. Existing Land Use and Zoning

Currently, the entire Property is zoned I-1; Light Industrial. The entire Property's current NORMAN 2025 Designation is Commercial.

### C. Elevation and Topography

The site is relatively low slope with minimal topographic variation. No part of the Property is in any FEMA 100-year flood plain, and no part of the Property is in any Water Quality Protection Zone.

### D. Utility Services

The necessary utility services are already located on or near the Property.

### E. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by adopted City codes.

### F. Traffic Circulation and Access

Access to the Property is existing and shall be permitted in the manner depicted on the attached Site Development Plan.

## III. DEVELOPMENT PLAN

The Project is planned as use of an existing building to accommodate retail in the showroom at the west end of the building. The intent of the project is to allow Cimarron Precious Metals to process precious metals into retail bullion in the warehouse area and house a coin shop in the showroom portion of the building to sell said bullion products.

## **A. Permissible Uses**

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

## **B. Building Height**

The existing building is two stories in height, and there are no changes being proposed to the structure. In the event of future development, the maximum building height shall be in accordance with Norman's applicable height regulations currently found in Section 36-529 I-1, Light Industrial District, as amended from time to time.

## **C. Parking**

The Property has an existing parking lot with 5 parking spots, one of them being a handicap spot with ramp. No new parking is proposed.

## **D. Sanitation**

Trash will be handled through existing dumpsters located in the alley.

## **E. Miscellaneous Development Criteria**

### **1. Site Plan**

The Site Development Plan (Exhibit B) for the site is currently submitted with this SPUD and shall be incorporated herein as an integral part of the SPUD and the development of the property shall be substantially constructed and utilized as presented thereon, subject only to the changes allowed by Sec. 36-510(k) of the City of Norman's Zoning Ordinance, as amended from time to time

### **2. Open Space**

No increase to the existing building footprint is being proposed.

### **3. Signage**

The signage for the Property shall comply with Norman's applicable signage regulations for Commercial uses, as amended from time to time.

### **4. Sidewalks**

No sidewalks currently exist adjacent to the Property. The Property shall comply with the City of Norman standards to allow for emergency access and fire access as necessary, as such standards may be amended from time to time.

### **5. Lighting**

All exterior lighting shall be installed in conformance with any applicable City of Norman Commercial Outdoor Lighting Standards, as such may be amended from time to time.

**6. Landscaping**

No changes are proposed to the existing landscaping. In the event of future development, the Property shall be in conformity to the City of Norman ordinances, as amended from time to time.

**7. Area regulations**

No changes are proposed to the existing regulations. In the event of future developments, including additions or alterations, the property shall be in conformity with the requirements for I-1 Light Industrial District.

**EXHIBIT A**

Legal Description of the Property

LOT 8 Block 1 of ADBAR #2 Addition

**EXHIBIT B**

Site Development Plan



## EXHIBIT C

### Permissible Uses

#### 1. Property and buildings shall allow uses as outlined below:

- Bullion depository
- Coin shop

#### **I-1, Light Industrial District uses**

a) *Uses permitted.* Property and buildings in an I-1, Light Industrial District shall be used only for the following purposes:

1. Any of the following uses:

- a. Automobile sales and service, but not including automobile or machinery wrecking establishments or junk yards.
- b. Boat sales and service.
- c. Building materials sales yard, including the sale of rock, sand, gravel, and cement and the like as an incidental part of the main business. This shall not be construed as permitting a cement batch plant or transit mix plant.
- d. Contractor's equipment storage yard or yard for rental equipment of a type commonly used by contractors.
- e. Crematorium, subject to all the following conditions and requirements:

1. Crematoriums shall meet the setback requirements of the underlying zoning district, except that they will be located a minimum of 400 feet from any RE, R-1, R-2, and R-3 zoning districts and 100 feet from all other zoning districts measured from the closest point of the building to the nearest residential district.
  2. Facilities shall meet all applicable State and federal requirements for incineration equipment and shall be licensed at all times.
  3. All storage shall be inside.
  4. Incinerator stacks shall not be located on the front side of the roof of any structure facing the street.
  5. Crematoriums shall have direct vehicle access to an arterial street.
- f. Funeral parlor, mortuary, and crematorium so long as the crematorium is attached to the funeral parlor or mortuary and complies with the following conditions and requirements:
1. Any building which incorporates a crematorium use shall meet the setback requirements of the underlying zoning district.
  2. Facilities shall meet all applicable State and federal requirements for incineration equipment and shall be licensed at all times.
  3. All storage shall be inside.

4. Incinerator stacks shall not be located on the front side of the roof of any structure facing the street.
- g. Farm machinery or contractor's machinery storage yard.
- h. Mobile home and camper sales.
- i. Office buildings and offices for such professional services as accountant, architect, attorney, business or management consultant, court reporter, dentist or dental surgeon, engineer, geologist or geophysicist, linguist, landscape architect, optometrist, optician, osteopathic physician, planning consultant, psychologist, physician or surgeon, or registered nurse; provided, however, that no retail sales nor stock of goods shall be permitted other than the incidental sale of merchandise within the above professional offices or a pharmacy which may be located only in a building providing space for medical offices. Funeral homes and mortuaries shall not be considered professional services permitted in this district.
- j. Public utility service company yard or electric receiving or transforming station.
- k. Truck and farm implement sales and service.
- l. Truck terminal.
- m. Veterinary hospital.
- n. Warehousing.
- o. Trade schools and schools for vocational training.
- p. Impoundment yard, subject to the following conditions:
  1. The operator of the storage facility must obtain both a City license to operate an impoundment yard and a State wrecker license;
  2. All areas used for the storage of impounded vehicles shall be completely screened by an eight-foot-tall opaque fence, and maintained in good condition;
  3. All public parking areas shall be paved in accordance with City standards. However, areas used for storage of disabled vehicles shall, at a minimum, be surfaced with at least six inches of crushed rock, preferably limestone with appropriate gradations, installed on a sub-base which has been cleared and grubbed, properly graded and compacted, and consists of a suitable soil (one with a low to moderate plasticity index);
  4. No disabled automobiles, parts, or salvage material of any kind shall be stored outside or above the fence.
2. The following uses when conducted within a completely enclosed building:
  - a. Manufacture of beer, wine and spirits and associated sales of those products manufactured on-site, subject to the following conditions and requirements and compliant with the State Alcoholic Beverage Laws and Enforcement Commission (ABLE):
    1. Compliance with all applicable State ABLE laws regarding manufacturing and packaging of beer, wine and spirits;
    2. Compliance with all applicable State ABLE laws regarding on-site serving of alcoholic beverages (beer, wine and spirits)

and pre-packaged sales, as well as retailing of associated merchandise;

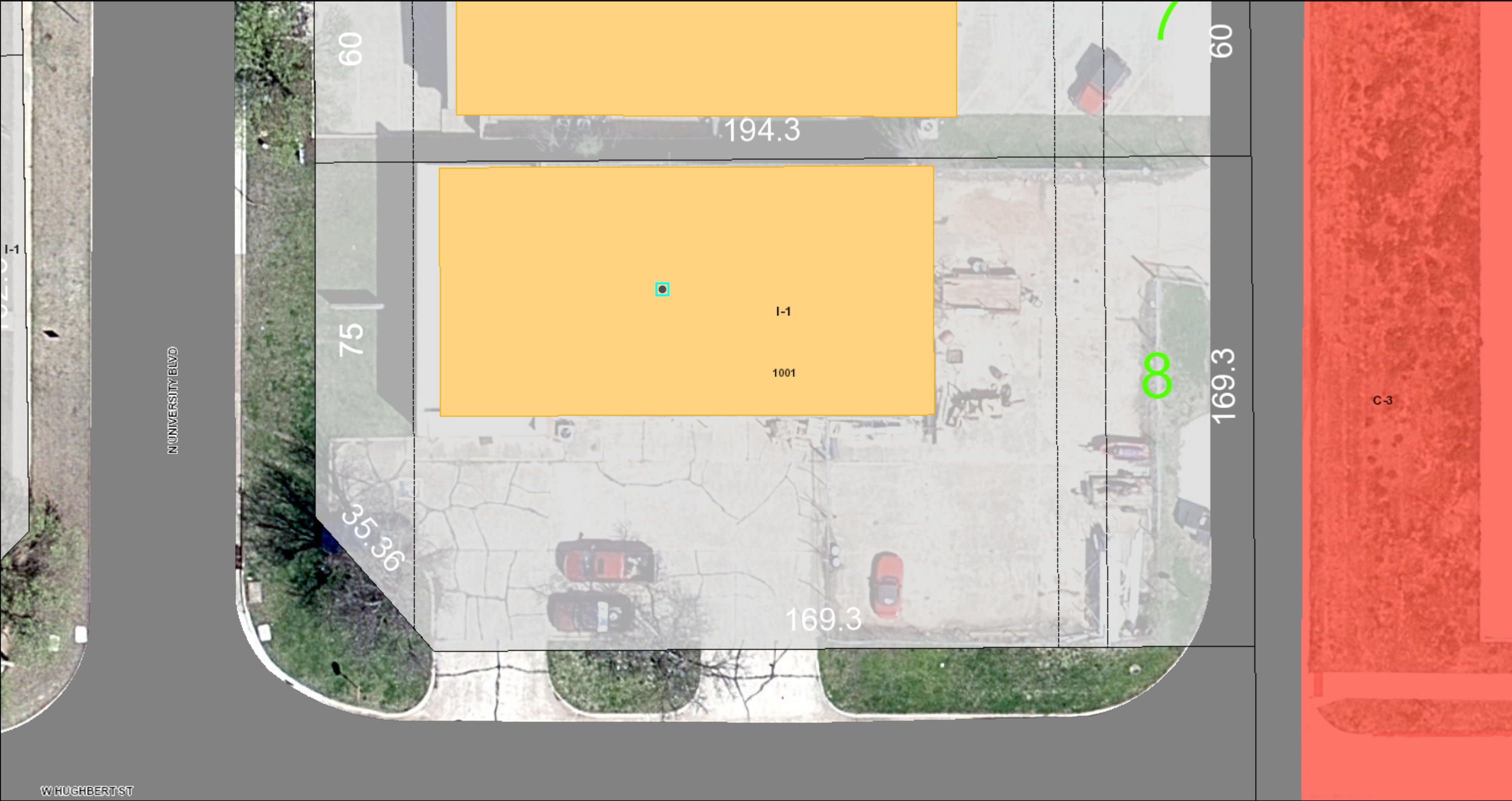
3. Licensure with the State ABLE and the City.

- b. The manufacture, compounding, processing or treatment of such products as bakery goods, candy, cosmetics, dairy products, drugs, perfumes, pharmaceuticals, toiletries, and food products.
  - c. The manufacture, compounding, assembling, or treatment of articles or merchandise from the following previously prepared materials: Bone, cellophane, canvas, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semi-precious metals or stone, shell, textiles, tobacco, wood, yarn, and paint not employing a boiling process.
  - d. The manufacture of pottery and figurines or other similar ceramic products, using only previously pulverized clay, and kilns fired only by electricity or gas.
  - e. The manufacture and maintenance of electric and neon signs, commercial advertising structures, light sheet metal products, including heating and ventilating ducts and equipment, cornices, eaves, and the like.
  - f. Manufacture of musical instruments, toys, novelties, and rubber and metal stamps.
  - g. Machine shop excluding punch presses over 20 tons rated capacity, drop hammers, and automatic screw machines.
  - h. Assembly of electrical appliances, electronic instruments and devices, radios and phonographs, including the manufacture of small parts only, such as coils, condensers, transformers, crystal holders and the like.
  - i. Laboratories. Experimental, photo or motion picture, film or testing. For the purposes of this section, the term "laboratories" includes medical marijuana testing laboratories, as allowed by State law, that fully comply with this provision.
  - j. Poultry or rabbit killing incidental to a retail business on the same premises.
  - k. Foundry casting light weight non-ferrous metals.
  - l. Tire retreading and recapping when incidental to a retail tire business.
  - m. Pipe storage yard.
  - n. Machinery or equipment storage yard.
  - o. Medical marijuana commercial grower, as allowed by State law.
  - p. Medical marijuana education facility, as allowed by State law.
  - q. Medical marijuana processor (any tier, except that Tier I and Tier II will not be allowed to have on-site sales), as allowed by State law.
  - r. Medical marijuana storage facility.
  - s. Medical marijuana waste facility (incineration and/or composting only), as allowed by State law.
3. Buildings, structures and uses accessory and customarily incidental to any of the above uses.

4. Any other light industrial use, building or structure which, in the opinion of the Planning Commission, is of similar character to those enumerated in this section and is not more objectionable due to noise, odor, dust, smoke, vibration, danger to life and property or other similar causes which are injurious to the health or safety of the neighborhood; provided, however, the uses permitted under this section shall be conducted in such a manner that no dust or noxious fumes or odors will be emitted beyond the property line of the lot on which the use is located and no material or equipment shall be kept, stored or displayed outside the confines of an enclosed building or operation conducted unless it is to be screened by ornamental fences, walls, or evergreen planting that it cannot be seen from a public street.
- b) *Special use*. The following uses may be permitted, after review, in accordance with NCC 36-560:
1. Pre-packaged food store located within industrial parks, provided that:
    - a. Each industrial park be limited to one such use; and
    - b. Only industrial parks larger than 50 acres in size shall qualify for consideration.
  2. Schools, public and private.
  3. Liquified petroleum gas sales and storage when such use is clearly subordinate and accessory to the primary usage of the property.
  4. Church, temple or other place of worship.
  5. Municipal use, public buildings and public utility.
  6. Medical marijuana dispensary, as allowed by State law.
  7. Medical marijuana research facility, as allowed by State law.
  8. Tier I medical marijuana processor, as allowed by State law.
  9. Tier II medical marijuana processor, as allowed by State law.

EXHIBIT B  
1001 N. University Blvd.

Item 9.



4/28/2023, 10:10:24 AM

Zoning

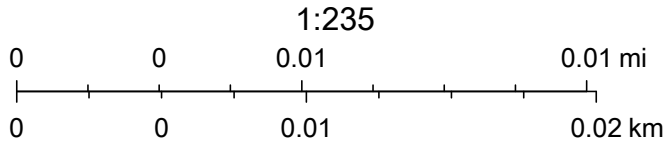
- A-1: General Agricultural
- A-2: Rural Agricultural
- C-1: Local Commercial
- C-2: General Commercial
- C-3: Intensive Commercial
- C-O: Suburban Office Commercial
- CCFB: Center City Form Based Code

- CO: Suburban Office Commercial
- CCPUD: Center City Planned Unit Development
- CR: Rural Commercial
- I-1: Light Industrial
- I-2: Heavy Industrial
- M-1: Restricted Industrial
- O-1: Office\_Institutional

- PL: Park Land
- PUD: Planned Unit Development
- R-1: Single Family Dwelling
- R-1A: Single Family Attached Dwelling
- R-2: Two-Family Dwelling
- R-3: Multi-Family Dwelling
- R-E: Residential Estates

- RE: Residential Estates
- RM-2: Low Density Apartment
- RM-4: Mobile Home Park
- RM-6: Medium Density Apartment
- RO: Residence-Office
- ROW: Right of Way
- SPUD: Simple Planned Unit Development

- TC: Tourist Commercial
- Unclassified
- Flood Hazard Zone
- 100
- floodway
- Stream Planning Corridors
- Historic Districts
- Porter Commercial Limit



City of Norman, GIS Services Division

**File Attachments for Item:**

10. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-2: West Franklin Holding Co., LLC requests rezoning from A-2, Rural Agricultural District, and PUD, Planned Unit Development (O-2021-47), to PUD, Planned Unit Development, for approx. 26.232 acres of property generally located south of Franklin Road and west of 48th Avenue NW.





## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

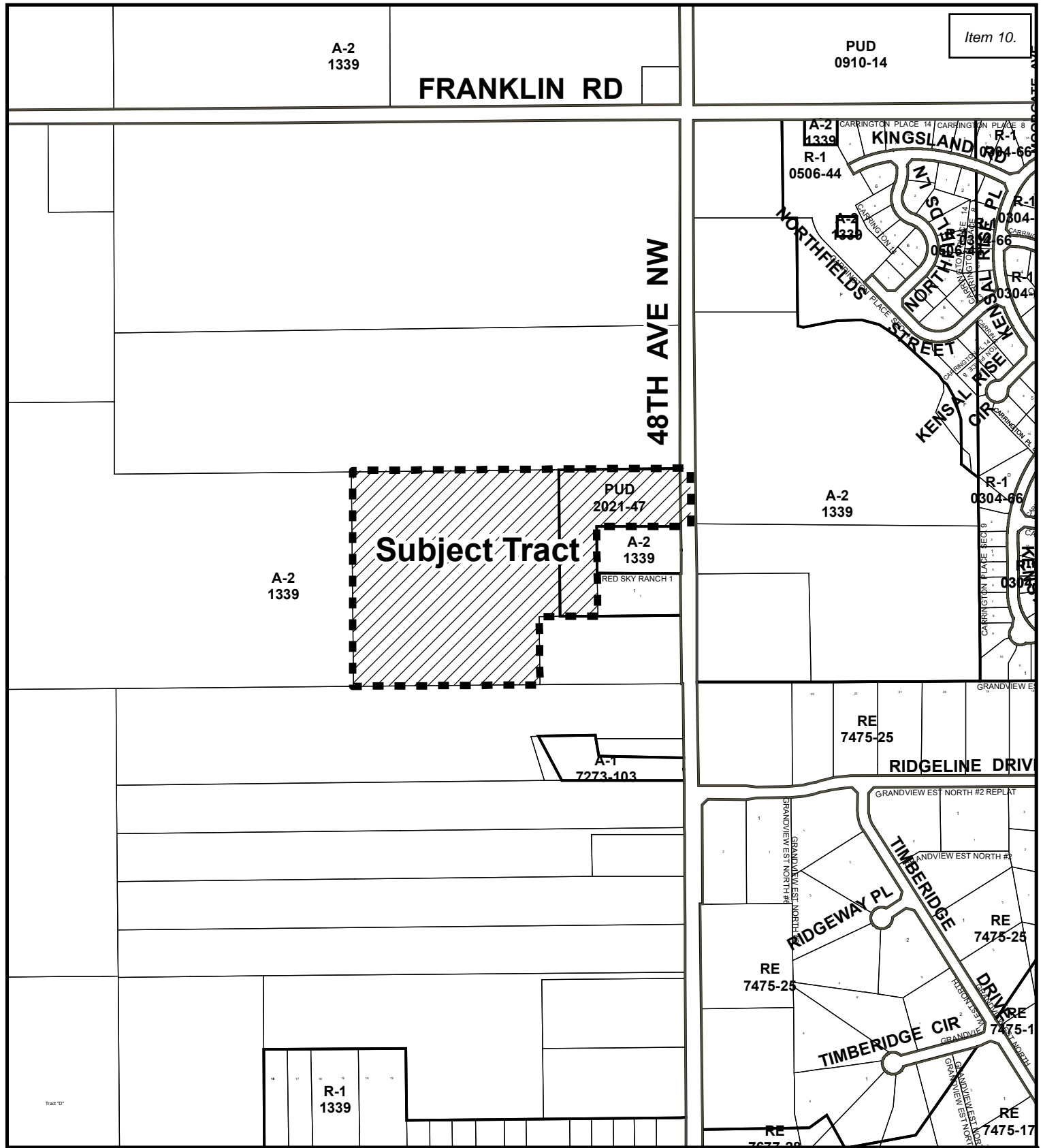
**REQUESTER:** West Franklin Holding Co., L.L.C.

**PRESENTER:** Melissa Navarro, Planner II

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-2: West Franklin Holding Co., LLC requests rezoning from A-2, Rural Agricultural District, and PUD, Planned Unit Development (O-2021-47), to PUD, Planned Unit Development, for approx. 26.232 acres of property generally located south of Franklin Road and west of 48<sup>th</sup> Avenue NW.

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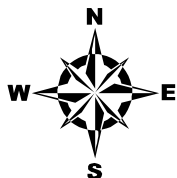
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2324-2.



# Location Map



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



May 3, 2023

0 300 600 Ft.



Subject Tract



Zoning

ORDINANCE NO. O-2324-2

ITEM NO. 10

**STAFF REPORT****GENERAL INFORMATION**

APPLICANT	West Franklin Holding Co., L.L.C.
REQUESTED ACTION	Rezoning to PUD, Planned Unit Development District
EXISTING ZONING	PUD, Planned Unit Development and A-2, Rural Agricultural District
SURROUNDING ZONING	North: A-2, Rural Agricultural District East: A-2, Rural Agricultural District South: A-2, Rural Agricultural District West: A-2, Rural Agricultural District
LOCATION	West of 48 <sup>th</sup> Avenue N.W. between W. Franklin Road and W. Tecumseh Road
WARD	3
CORE AREA	No
AREA/SF	26.232 acres, more or less
PURPOSE	Ten (10) single-family residential lots
EXISTING LAND USE	Agricultural
SURROUNDING LAND USE	North: Agricultural/residential East: Residential South: Agricultural/residential West: Agricultural
LAND USE PLAN DESIGNATION	Very Low Density Residential
PROPOSED LAND USE DESIGNATION	Very Low Density Residential (No change)
GROWTH AREA DESIGNATION	Suburban Residential

**PROJECT OVERVIEW:** This proposal is a continuation of Red Sky Ranch Section 1, approved by the City of Norman via Ordinance No. O-2021-47. The applicant intends to rezone from the existing single-family PUD, Planned Unit Development (O-2021-47) and A-2, Rural Agricultural District, to a PUD, Planned Unit Development, to develop 10 single-family residential lots and allow the continued use of the existing athletic facility until such time of redevelopment.

The subject property is 26.23 acres of land located on the west side of 48<sup>th</sup> Avenue NW, situated between Franklin Road and Tecumseh Road. As seen on the attached site plan, the property fronts 48<sup>th</sup> Avenue NW.

**PROCEDURAL REQUIREMENTS:**

**GREENBELT MEETING:** **GBC23-13 June 20, 2023**

Greenbelt forwards this item with no additional comments.

**PRE-DEVELOPMENT MEETING:** **PD 23-22 May 25, 2023**

After a discussion with the applicant, the neighbors understood the project and its scope but still had concerns about sanitation, water wells, and flooding. They are worried about the extra runoff that the new houses will produce. The applicant explained how the engineering team calculated the runoff to provide the necessary measures to prevent the area from flooding. However, this remains a primary concern because the site is already dealing with flooding issues, and previous experiences make the neighbors skeptical about preventive measures.

**BOARD OF PARKS COMMISSIONERS:** **Due to one dwelling unit per 1.45 +/- acres, this item is not required to appear before the Board of Parks Commissioners.**

**ZONING ORDINANCE CITATION:**

SEC. 36-509 – PLANNED UNIT DEVELOPMENT

1. Statement of Purpose. It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of the comprehensive plan of record. The "PUD" Planned Unit Development district herein established is intended to provide for greater flexibility in the design of buildings, yards, courts, circulation, and open space than would otherwise be possible through the strict application of other district regulations. In this way, applicants may be awarded certain premiums in return for assurances of overall planning and design quality, or which will be of exceptional community benefit and which are not now required by other regulations. By permitting and encouraging the use of such procedures, the Planning Commission and City Council will be able to make more informed land use decisions and thereby guide development more effectively in the best interest of the health, safety, and welfare of the City.

Specifically, the purposes of this section are to encourage:

- (a) A maximum choice in the types of environment and living units available to the public.
- (b) Provision of more usable and suitably located open space, recreation areas, or other common facilities than would otherwise be required under conventional land development regulations.
- (c) Maximum enhancement and minimal disruption of existing natural features and

amenities.

- (d) Comprehensive and innovative planning and design of diversified developments which are consistent with the City's long range plan and remain compatible with surrounding developments.
- (e) More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- (f) Preparation of more complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.

The PUD (Planned Unit Development) Regulations are designed to provide for small and large scale developments incorporating a single type or a variety of residential, commercial, industrial and related uses which are planned and developed as a unit. Such development may consist of individual lots, or it may have common building sites. Private or public common land and open space must be an essential, major element of the development which is related to, and affects, the long term value of the homes and other development. A Planned Unit Development shall be a separate entity with a distinct character that respects and harmonizes with surrounding development.

**STAFF ANALYSIS:** The particulars of this PUD include:

**USE:** This PUD, Planned Unit Development, will allow the development of single-family residential and compatible uses, as well as an allowance for the existing athletic complex until the final phase of development. The Narrative also allows for accessory dwelling units. A complete list of the allowable uses is attached as Exhibit D in the PUD narrative.

**OPEN SPACE/PARKLAND:** A minimum of 25% of the Property shall be used as open green space. Each individual residential lot shall have a maximum of 65% impervious area.

**SITE PLAN/ACCESS:** Access to the Property shall be permitted in the manner depicted on the attached Preliminary Site Development Plan attached in PUD Narrative. Sidewalks are not required along Red Sky Ranch Drive.

**AREA REGULATIONS:** The applicant is requesting the following area regulations for the development:

The residential lots within the Property shall comply with the following regulations:

**Setbacks:**

- **Front Yard:** The minimum front yard setback shall be 25 feet.
- **Side Yard:** The minimum side yard shall be 10 feet. Unattached one-story buildings of accessory use shall be located at least ten feet from the side property line, or fifteen (15) feet if more than one-story, provided such structures are located within the rear half of the buildable area outside of any flood zone or detention area.
- **Rear Yard:** There shall be a rear yard having a depth of at least twenty (20) feet. Unattached one-story buildings of accessory use shall be set back at least ten (10) feet from the rear property line, or fifteen feet if more than one story, provided such structures are located within the rear half of the buildable area. Notwithstanding the foregoing, no portion of the dwelling may be located within the floodplain.

**All lots:**

- **Intensity & Lot Size:** There shall be a minimum lot width of one hundred and five feet at the front building line of each platted lot. Each platted lot shall be a minimum of 1.45

acres. No more than one principal dwelling unit shall be constructed on an unplatted lot. Separate accessory dwelling units (ADUs) will be allowed to have living accommodations, including full kitchens. Each residential lot owner may add additional accessory buildings, including pool houses, barns, sheds, and other buildings as long as they do not include full kitchens. The locations of accessory buildings are subject to modification during final development of each residential lot.

**SANITATION/UTILITIES:** The development will be served by Private Water Wells and Private Sanitary Sewer Systems.

**PHASING:** The applicant requests the existing athletic complex remain operational until the final phase of development of the Property. The initial phase of development is anticipated to be the platting of Lot 1. Next will be a partial extension of Red Sky Ranch Drive for the platting of Lot 2. Phase 3 will be the construction of the north south leg of Red Sky Ranch Drive for the platting of Lots 5, 6, 7, 8, 9, & 10. The final phase is anticipated to be the platting of Lots 3 & 4 with the removal of the athletic complex, as shown on the Site Development Plan. The timing of development phases will be determined by market demand and absorption rates.

**EXISTING ZONING:** The current zoning of the subject property is PUD, Planned Unit Development and A-2, Rural Agricultural District. The 2004 adoption of the NORMAN 2025 followed the previously adopted floodplain maps and included this property in the Ten Mile Flat area; however, in 2021 the FEMA floodplain maps were updated removing the floodplain designation from the greater majority of this property making it more suitable for development. Due to the removal from the floodplain designation and the requested PUD, the 20-acre minimum no longer applies to this property.

**Current Comprehensive Plan Designation – NORMAN 2025:** This project is located in the Suburban Residential Growth Boundary Designation. Within the Suburban Residential Growth boundary, the area is recognized as suitable for development from an environmental standpoint, but not planned for sanitary sewer service.

The Plan recommends but does not require development at suburban densities, one unit per two acres. This proposal is scheduled for one unit per 1.45 acres with the possibility of a single ADU to allow for aging in place. Development will generally require individual water wells and sewage treatment systems, which this proposal included.

#### **ALTERNATIVES/ISSUES:**

**IMPACTS:** This development will have access off Red Sky Ranch Drive only. There will be no access from 48th Ave. N.W. The single-family development may represent a minimal impact on the traffic volume of the area. Red Sky Ranch Section 2 will be located east of the FEMA floodplain.

#### **OTHER AGENCY COMMENTS:**

**FIRE DEPARTMENT:** If additional Phases are planned to exceed 30 dwelling units, a plan to add an additional entrance is required per IFC adopted appendix D107.1.

**PUBLIC WORKS/ENGINEERING:** A new detention pond will be constructed to control storm water runoff.



**TRAFFIC ENGINEER:** Every lot should take access off Red Sky Ranch Dr.; access to 48th N.W. will be in violation of the access requirements defined in the City's Engineering Design Criteria.

**UTILITIES:** No comments.

**CONCLUSION:** Staff forwards this request for rezoning to a PUD, Planned Unit Development, and Ordinance No. O-2324-2 to the Planning Commission for consideration and recommendation to City Council.

# RED SKY RANCH SECTION 2

**A PLANNED UNIT DEVELOPMENT  
NORMAN, OKLAHOMA**

**APPLICANT:  
*WEST FRANKLIN HOLDING COMPANY LLC***

**APPLICATION FOR:  
PLANNED UNIT DEVELOPMENT  
PRELIMINARY PLAT**

Submitted May 1, 2023  
Revised June 29, 2023  
Revised July 7, 2023

**PREPARED BY:  
RIEGER LAW GROUP PLLC  
136 Thompson Drive  
Norman, Oklahoma 73069**

## TABLE OF CONTENTS

- I. INTRODUCTION
  - Background and Intent
- II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS
  - A. Location
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  - D. Drainage
  - E. Utility Services
  - F. Fire Protection Services
  - G. Traffic Circulation and Access
- III. DEVELOPMENT PLAN AND DESIGN CONCEPT
  - A. Uses Permitted
  - B. Area Regulations
  - C. Additional Development Criteria

## EXHIBITS

- A. Legal Description of the Property
- B. Site Development Plan
- C. Open Space Plan
- D. Allowable Uses
- E. Preliminary Plat

## I. INTRODUCTION

West Franklin Holding Company LLC (the “**Applicant**”) seeks to rezone a tract of property, containing approximately 26.232 acres, located in Ward 3 of the City of Norman. The site is generally located West of 48<sup>th</sup> Avenue NW, South of West Franklin Road, and North of West Tecumseh Road. The property is more particularly described on the attached **Exhibit A** (the “**Property**”). The Property is currently zoned A-2, Rural Agricultural and PUD via Ordinance No. O-2021-47. Three lots were previously rezoned to PUD, via Ordinance No. O-2021-47, and included as part of Red Sky Ranch Section 1. Two of those lots were not final platted. As proposed, a street connection is routed through those two remaining lots to access the new Property proposal; therefore, they are being incorporated into this request.

The Applicant seeks to rezone the Property to this Planned Unit Development (“**PUD**”) in order to put forth the parameters for the phased development of the Property. The purpose of this PUD is to allow the Applicant to develop ten (10) single-family residential lots in accordance with the terms and conditions contained herein. The proposed development of the Property will bring new residential opportunities to the community. The existing barn and athletic complex will be allowed to remain and continue operating as it is currently until the final phase of development, as outlined below.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

### A. Location

The Property is generally located West of 48th Avenue NW, South of West Franklin Road, and North of West Tecumseh Road.

### B. Existing Land Use and Zoning

The Property is currently zoned A-2, Rural Agricultural and PUD, Ordinance No. O-2021-47, and it has a NORMAN 2025 designation of Very Low Density Residential. This property was designated as floodplain with the adoption of the NORMAN 2025; however, with the amendments to the FEMA Floodplain Maps, the floodplain designation was removed from the greater majority of the property. The western edge still carries floodplain but no development is proposed in this area. With this PUD request and removal of the floodplain, the area is no longer impacted by the twenty-acre minimum. As noted above this is a continuation of the previously adopted PUD for Red Sky Ranch, Section 1.

The property to the North is zoned A-2, Rural Agricultural. The properties to the West are zoned A-2, Rural Agricultural. The properties to the South are zoned A-2, Rural Agricultural and A-1, General Agricultural. The properties to the East are zoned PUD, Planned Unit Development, A-2, Rural Agricultural, and RE, Residential Estates.

Generally, the surrounding NORMAN 2025 designations are Very Low Density Residential, with Floodplain designation located to the West.

### **C. Elevation and Topography**

The Property consists of largely unimproved land and the athletic complex. The Property is generally flat and slopes slightly from the east to the west.

### **D. Drainage**

A drainage report has been provided by the Applicant to City Staff as part of the Preliminary Plat application. A detention pond will be constructed to handle storm water runoff.

### **D. Utility Services**

These lots will be served by Private Water Wells and Private Sanitary Sewer Septic Systems.

### **F. Fire Protection Services**

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by applicable City codes, ordinances, and/or regulations.

### **G. Traffic Circulation and Access**

Access to the Property shall be permitted in the manner depicted on the attached Site Development Plan.

## **III. DEVELOPMENT PLAN AND DESIGN CONCEPT**

The Property is planned to accommodate ten (10) single-family residential lots. The Property shall be developed in general compliance with the Site Development Plan, attached hereto as **Exhibit B**. The Exhibits attached hereto, and as submitted on behalf on the Applicant, are incorporated herein by reference and further depict the development criteria for the Property.

### **A. Uses Permitted:**

Generally, the Property will be allowed to develop with a principal single-family dwelling unit and compatible uses, such as an accessory dwelling unit (ADU), and barn/storage buildings, as well as an allowance for the existing athletic complex, until the final phase of development. A complete list of the allowable uses for the Property is attached as **Exhibit D**.

## **B. Area Regulations:**

The residential lots within the Property shall comply with the following regulations:

### **Setbacks:**

**Front Yard:** The minimum front yard setback shall be twenty-five (25) feet.

**Side Yard:** The minimum side yard shall be ten (10) feet. Unattached one-story buildings of accessory use shall be located at least ten (10) feet from the side property line, or fifteen (15) feet if more than one-story, provided such structures are located within the rear half of the buildable area outside of any flood zone or detention area.

**Rear Yard:** There shall be a rear yard having a depth of at least twenty (20) feet. Unattached one-story buildings of accessory use shall be set back at least ten (10) feet from the rear property line, or fifteen (15) feet if more than one story, provided such structures are located within the rear half of the buildable area. Notwithstanding the foregoing, no portion of the dwelling may be located within the floodplain.

### **All lots:**

**Intensity & Lot Size:** There shall be a minimum lot width of one hundred and five (105) feet at the front building line of each platted lot. Each platted lot shall be a minimum of 1.45 acres.

No more than one (1) principal single-family dwelling unit shall be constructed on any one platted lot. No more than one (1) Accessory Dwelling Unit (ADU) shall be constructed on any one platted lot. Accessory Dwelling Units may have living accommodations to include a full kitchen. Each lot will be allowed to have one (1) principal single-family dwelling unit and one (1) ADU in accordance with the terms of this PUD. This shall not preclude owners from constructing accessory buildings such as: pool houses, barns or sheds so long as they are not used as residential dwelling units with full kitchens. The locations of accessory buildings are subject to modification during final development of each residential lot.

Each individual residential lot shall have a maximum of 65% impervious area.

## **C. Additional Development Criteria:**

### **1. Site Plan**



The Site Development Plan for the Property is concurrently submitted with this PUD and shall be incorporated herein as an integral part of the PUD and the development of the property shall be generally constructed as presented thereon, subject to final design development and the changes allowed by Section (36-509 (g)) of the City of Norman's PUD Ordinance.

**2. Open Space**

A minimum of 25% (6.77 acres) of the Property shall be used as open green space.

**3. Traffic access/circulation/parking and sidewalks**

Access to the Property shall be permitted in the manner depicted on the attached Site Development Plan. Red Sky Ranch Drive, as depicted on the Site Development Plan, will be constructed to provide access to the residential lots. Sidewalks are not required along Red Sky Ranch Drive.

**4. Phasing of Development**

As shown on the Site Development Plan, the existing athletic complex is allowed to continue operating in the same manner it currently operates until the final phase of development of the Property. It is expected that the initial phase of development is anticipated to be the platting of Lot 1. It is expected that the second phase will be a partial extension of Red Sky Ranch Drive for the platting of Lot 2. Phase 3 is expected to be the construction of the north south leg of Red Sky Ranch Drive for the platting of Lots 5, 6, 7, 8, 9, & 10. The final phase is anticipated to be the platting of Lots 3 & 4 with the removal of the athletic complex, as shown on the Site Development Plan. The actual sequencing and timing of development phases will be determined by market demand and absorption rates.

**EXHIBIT A**

## Legal Description of the Property

**LEGAL DESCRIPTION  
RED SKY RANCH 2 PROPERTY  
NORMAN, OKLAHOMA**

A tract of land being a part of the Northeast Quarter (N.E. ¼) of Section 9, Township 9 North (T9N), Range 3 West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

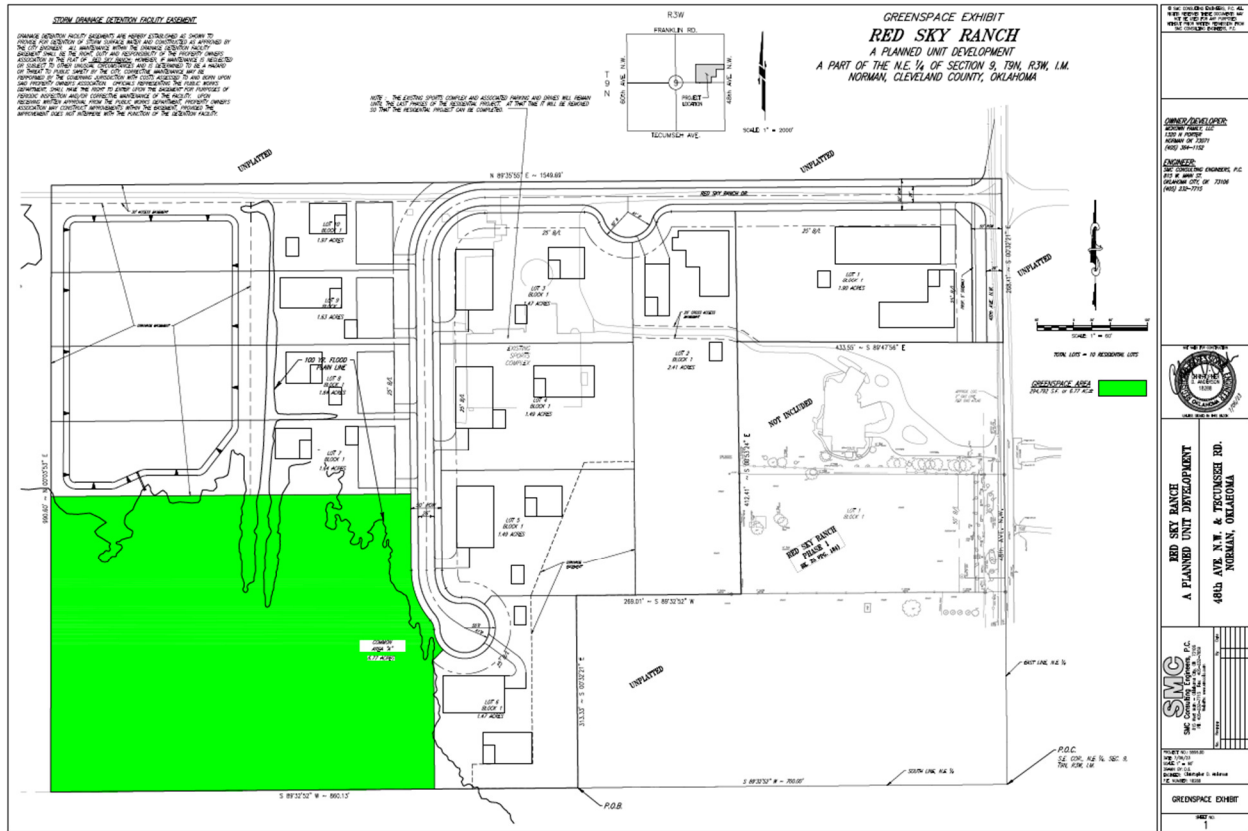
COMMENCING at the Southeast corner of said NE/4; THENCE South 89°32'52" West along the South line of said NE/4 a distance of 700.00 feet to the POINT OF BEGINNING, said point also being the Southwest corner of a tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399;

THENCE continuing South 89°32'52" West along said South line a distance of 860.13 feet; THENCE North 00°03'53" East a distance of 990.60 feet to a point on the South line of a tract being the N/2, N/2, S/2, of said NE/4, as recorded in Book 6170, Page 534; THENCE North 89°35'55" East along said South line a distance of 1549.69 feet to the Southeast corner of said N/2, N/2, S/2, NE/4; THENCE South 00°32'21" East along the East line of said NE/4 a distance of 268.41 feet; THENCE North 89°47'56" West a distance of 433.55 feet; THENCE South 00°53'24" East a distance of 412.41 feet to a point on the North line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, said point also being the Southwest corner of RED SKY RANCH PHASE 1, a platted subdivision to the City of Norman recorded in Plat Book 25, Page 184; THENCE South 89°32'52" West along the North line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, a distance of 269.01 feet to the Northwest corner thereof; THENCE South 00°32'21" East along the West line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, a distance of 313.33 feet to the POINT OF BEGINNING;

Said tract containing 1,142,653 square feet, or 26.232 acres, more or less.



**EXHIBIT C**  
**Open Space Plan**



## **EXHIBIT D**

### **Allowable Uses**

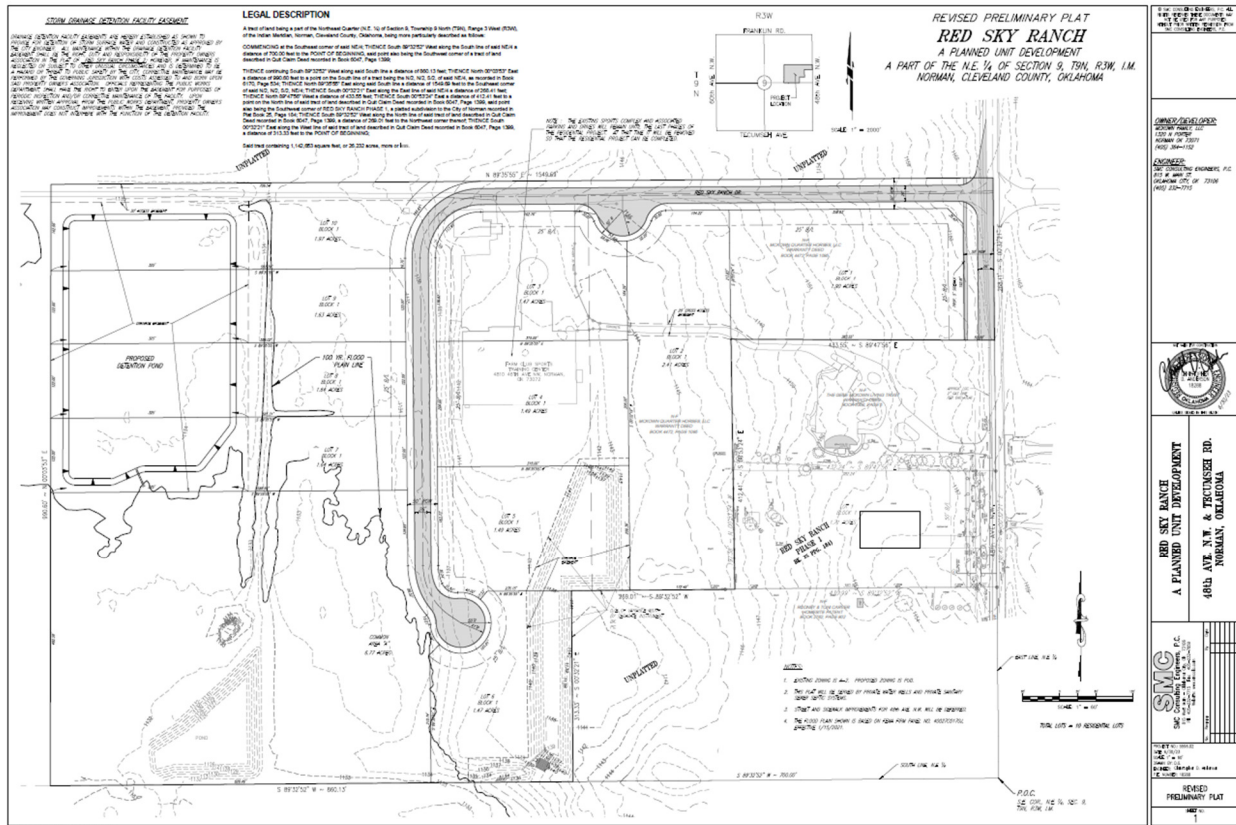
#### Allowable Uses for the Final Platted Lots:

- Detached single-family principal dwelling unit;
- Family day care home;
- General purpose farm or garden;
- Type 1 Mobile Home;
- Accessory buildings, including barns, sheds and other farm buildings which are not a part of the main building and shall not contain a full kitchen.
- One accessory dwelling unit (ADU) may be developed on each lot within the Property provided (a) it is clearly secondary to the larger principal dwelling; (b) the structure is not rented or leased separate from the entire lot; (c) is not a mobile home;
  - The ADU may be used as a permanent residence and may contain its own attached garage, kitchen, and similar components to allow the occupant to maintain autonomy while allowing for creative housing opportunities, such as, by way of example, aging in place.
  - The ADU may be contained within a larger shop, barn, or warehouse, as designed by the owner
- Short-term rentals

#### Temporary Allowances for Lots 3 & 4 until Final Phase of Development and Final Plat of Lots 3 & 4:

- Athletic Complex, will be allowed to remain and continue operating as it is currently until the final phase of development
  - Current Use Includes:
    - Various Indoor and Outdoor Athletic Fields and Training Areas
    - Gym and Workout Facilities
- Guard/Night Watchman House

**EXHIBIT E**  
**Preliminary Plat**



**File Attachments for Item:**

11. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-2: Consideration of a Revised Preliminary Plat submitted by McKown Family, L.L.C. (SMC Consulting Engineers, PC) for RED SKY RANCH SECTION 2, for approx. 26.232 acres of property generally located south of West Franklin Road and west of 48th Avenue NW.





## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** West Franklin Holding Co., L.L.C.

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-2: Consideration of a Revised Preliminary Plat submitted by McKown Family, L.L.C. (SMC Consulting Engineers, PC) for RED SKY RANCH SECTION 2, for approx. 26.232 acres of property generally located south of West Franklin Road and west of 48<sup>th</sup> Avenue NW.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of PP-2324-2.

*Item 11.*

**A-2**  
**1339**

# Subject Tract

**PUD**  
**2021-47**

**A-2**  
**1339**

RED SKY RANCH 1

**A-1**  
**273-103**

7273-103

RE  
7475-25

RIDGELINE DRIV

RE  
475-25

475-23

100

100


1

1

RE  
2677 20

t.

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 Subject Tract

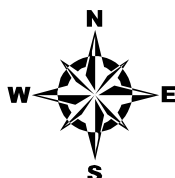
☐ Zoning

103

# Location Map



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



May 3, 2023

0      300      600 Ft.

**STORM DRAINAGE DETENTION FACILITY EASEMENT**

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF RED SKY RANCH PHASE 2. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS ASSOCIATION. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.

**LEGAL DESCRIPTION**

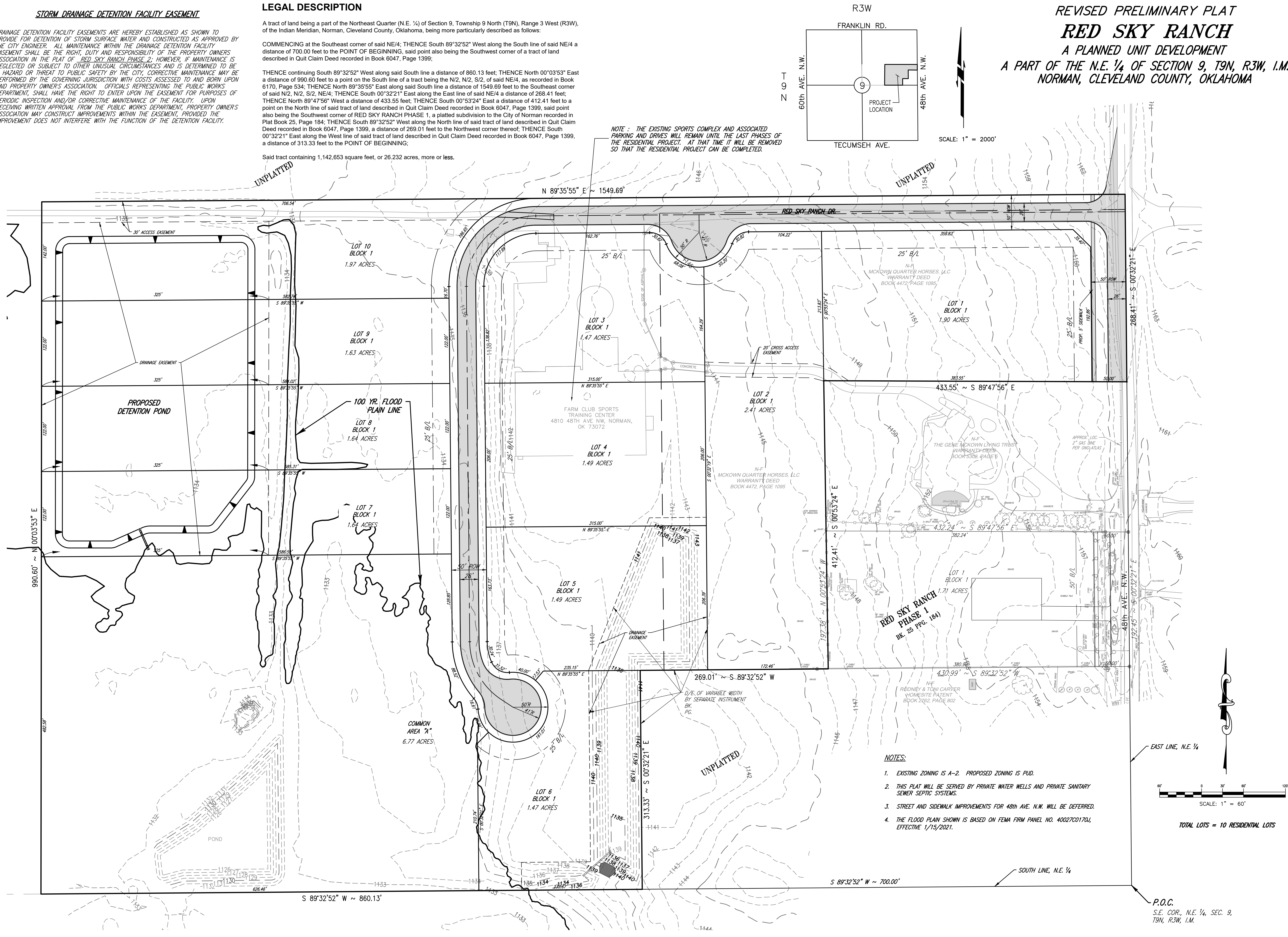
A tract of land being a part of the Northeast Quarter (N.E. ¼) of Section 9, Township 9 North (T9N), Range 3 West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Southeast corner of said NE¼; THENCE South 89°32'52" West along the South line of said NE¼ a distance of 700.00 feet to the POINT OF BEGINNING, said point also being the Southwest corner of a tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399;

THENCE continuing South 89°32'52" West along said South line a distance of 860.13 feet; THENCE North 00°03'53" East a distance of 990.60 feet to a point on the South line of a tract being the N/2, N/2, S/2, of said NE¼, as recorded in Book 6170, Page 534; THENCE North 89°35'55" East along said South line a distance of 1549.69 feet to the Southeast corner of said N/2, N/2, S/2, NE¼; THENCE South 00°32'21" East along the East line of said NE¼ a distance of 268.41 feet; THENCE North 89°47'56" West a distance of 433.55 feet; THENCE South 00°53'24" East a distance of 412.41 feet to a point on the North line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, said point also being the Southwest corner of RED SKY RANCH PHASE 1, a plat subdivision to the City of Norman recorded in Plat Book 25, Page 184; THENCE South 89°32'52" West along the North line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, a distance of 269.01 feet to the Northwest corner thereof; THENCE South 00°32'21" East along the West line of said tract of land described in Quit Claim Deed recorded in Book 6047, Page 1399, a distance of 313.33 feet to the POINT OF BEGINNING;

Said tract containing 1,142,653 square feet, or 26.232 acres, more or less.

NOTE: THE EXISTING SPORTS COMPLEX AND ASSOCIATED PARKING AND DRIVES WILL REMAIN UNTIL THE LAST PHASES OF THE RESIDENTIAL PROJECT. AT THAT TIME IT WILL BE REMOVED SO THAT THE RESIDENTIAL PROJECT CAN BE COMPLETED.





Planning Commission Agenda  
July 13, 2023

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CERTIFICATE OF SURVEY  
COS-2324-2

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ITEM NO. 5

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**STAFF REPORT**

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**ITEM:** Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2324-2 FOR NORMAN HILLS SUBSTATION.**

**LOCATION:** Located at the southwest corner of the intersection of 48<sup>th</sup> Avenue N.W. and West Franklin Road.

**INFORMATION:**

1. Owners. Clint King Trust.
2. Developer. Oklahoma Gas & Electric Co.
3. Surveyor. Bearing Tree Land Surveying.

**HISTORY:**

1. October 21, 1961. City Council adopted Ordinance No. 1320 annexing this property into the Norman Corporate City Limits without zoning.
2. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. January 23, 1962. City Council adopted Ordinance No. 1339 placing this property in A-2, Rural Agricultural District.
4. June 8, 2023 Planning Commission, on a vote of 5-0, recommended to City Council placing Tract 1 (40 acres) in the A-2, Rural Agricultural District with Special Use for a Public Utility.

**IMPROVEMENT PROGRAM:**

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.
2. Easements. With the Comprehensive Transportation Plan, Franklin Road is classified as a local street and 48<sup>th</sup> Avenue N.W. is classified as a Minor Urban Arterial. A 17' roadway, drainage and utility easement will be required.
3. Acreage. There is a total of 60 acres. Tract 1 consists of 40 acres and Tract 2 consists of 20 acres.

**SUPPLEMENTAL MATERIAL:** Copies of a location map and Norman Rural Certificate of Survey No. COS-2324-2 are included in the Agenda Book.

**STAFF COMMENTS AND RECOMMENDATION:** It has been determined the proposed project an OG+E substation is by right in the A-2, Rural Agricultural District with Special Use for a Public Utility. There is no proposal for Tract 2. Staff recommends approval of Certificate of Survey No. COS-2324-2 for Norman Hills Substation.

**ACTION NEEDED:** Recommend approval or disapproval of Norman Rural Certificate of Survey No. COS-2324-2 for Norman Hills Substation to City Council.

**ACTION TAKEN:** \_\_\_\_\_



# CITY OF NORMAN

## Development Review Form

### Transportation Impacts

DATE: June 22, 2023

STAFF REVIEW BY: Awet Frezgi, P.E.  
City Traffic Engineer

PROJECT NAME: Red Sky Ranch Section 2

PROJECT TYPE: Residential

Owner: Mckown Family, LLC  
Developer's Engineer: SMC  
Developer's Traffic Engineer: TEC

#### SURROUNDING ENVIRONMENT (Streets, Developments)

Very low density residential surrounds the proposed site on 48<sup>th</sup> Avenue NW with significant floodplain to the west of the site in the Ten Mile Flat Conservation Area.

#### ALLOWABLE ACCESS:

The site proposes one access point. The access point will be a new public street, Red Sky Ranch Drive, intersection 48<sup>th</sup> Avenue NW from the west. The location of this access point meets the applicable requirements in the Engineering Design Criteria.

#### EXISTING STREET CHARACTERISTICS (Lanes, Speed Limits, Sight Distance, Medians)

48<sup>th</sup> Avenue NW: 2 lanes (existing). Speed Limit - 50 mph. No sight distance problems. No median.

ACCESS MANAGEMENT CODE COMPLIANCE: YES ☒ NO ☐

Proposed number of access points for the development is in compliance with what is allowed in the subdivision regulations.

#### TRIP GENERATION

Time Period	Total	In	Out
Weekday	94	47	47
A.M. Peak Hour	7	2	5
P.M. Peak Hour	9	6	3

TRANSPORTATION IMPACT STUDY REQUIRED? YES ☐ NO ☒

Obviously being well below the threshold for when a traffic impact study is required (>100 peak hour trips is the threshold), the developer was asked to submit a traffic memo to document the trip generation potential for this application. On behalf of the developer Traffic Engineering Consultants, Inc. submitted the traffic impact analysis memorandum. No traffic operational issues are anticipated due to the development.

RECOMMENDATION: APPROVAL ☒ DENIAL ☐ N/A ☐ STIPULATIONS ☐

*Recommendations for Approval refer only to the transportation impact and do not constitute an endorsement from City Staff.*

The proposed development will access 48<sup>th</sup> Avenue NW from the west by the proposed public street intersection (Red Sky Ranch Drive). This proposed intersection on 48<sup>th</sup> Avenue NW will be designed for full access. Each of the residential lots have frontage along Red Sky Ranch Drive and should take access from this new, local street. Capacity exceeds demand in this area. As such, no additional off-site improvements are anticipated.

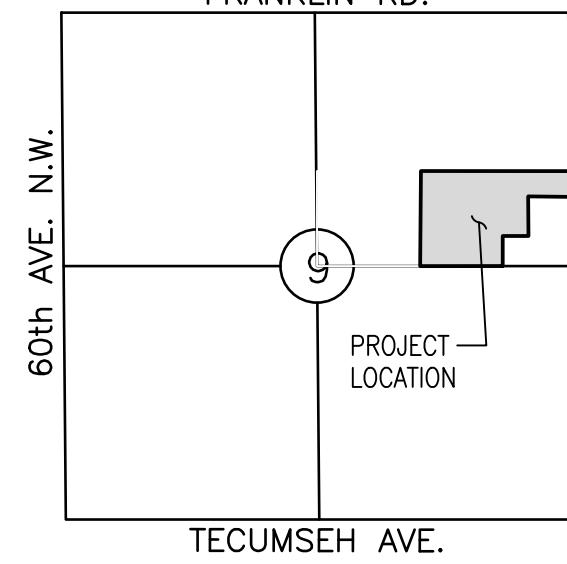
**STORM DRAINAGE DETENTION FACILITY EASEMENT**

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

NOTE : THE EXISTING SPORTS COMPLEX AND ASSOCIATED PARKING AND DRIVES WILL REMAIN UNTIL THE LAST PHASES OF THE RESIDENTIAL PROJECT. AT THAT TIME IT WILL BE REMOVED SO THAT THE RESIDENTIAL PROJECT CAN BE COMPLETED.

R3W

FRANKLIN RD.



SCALE: 1" = 2000'

**REVISED PRELIMINARY SITE PLAN****RED SKY RANCH****A PLANNED UNIT DEVELOPMENT****A PART OF THE N.E. 1/4 OF SECTION 9, T9N, R3W, I.M.  
NORMAN, CLEVELAND COUNTY, OKLAHOMA**

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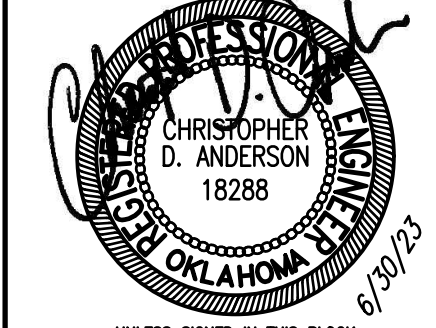
**OWNER/DEVELOPER:**

MCOWAN FAMILY, LLC  
1320 N PORTER  
NORMAN OK 73071  
(405) 364-1152

**ENGINEER:**

SMC CONSULTING ENGINEERS, P.C.  
815 W. MAIN ST.  
OKLAHOMA CITY, OK 73106  
(405) 232-7715

NOT VALID FOR CONSTRUCTION



UNLESS SIGNED IN THIS BLOCK

**RED SKY RANCH**  
**A PLANNED UNIT DEVELOPMENT**

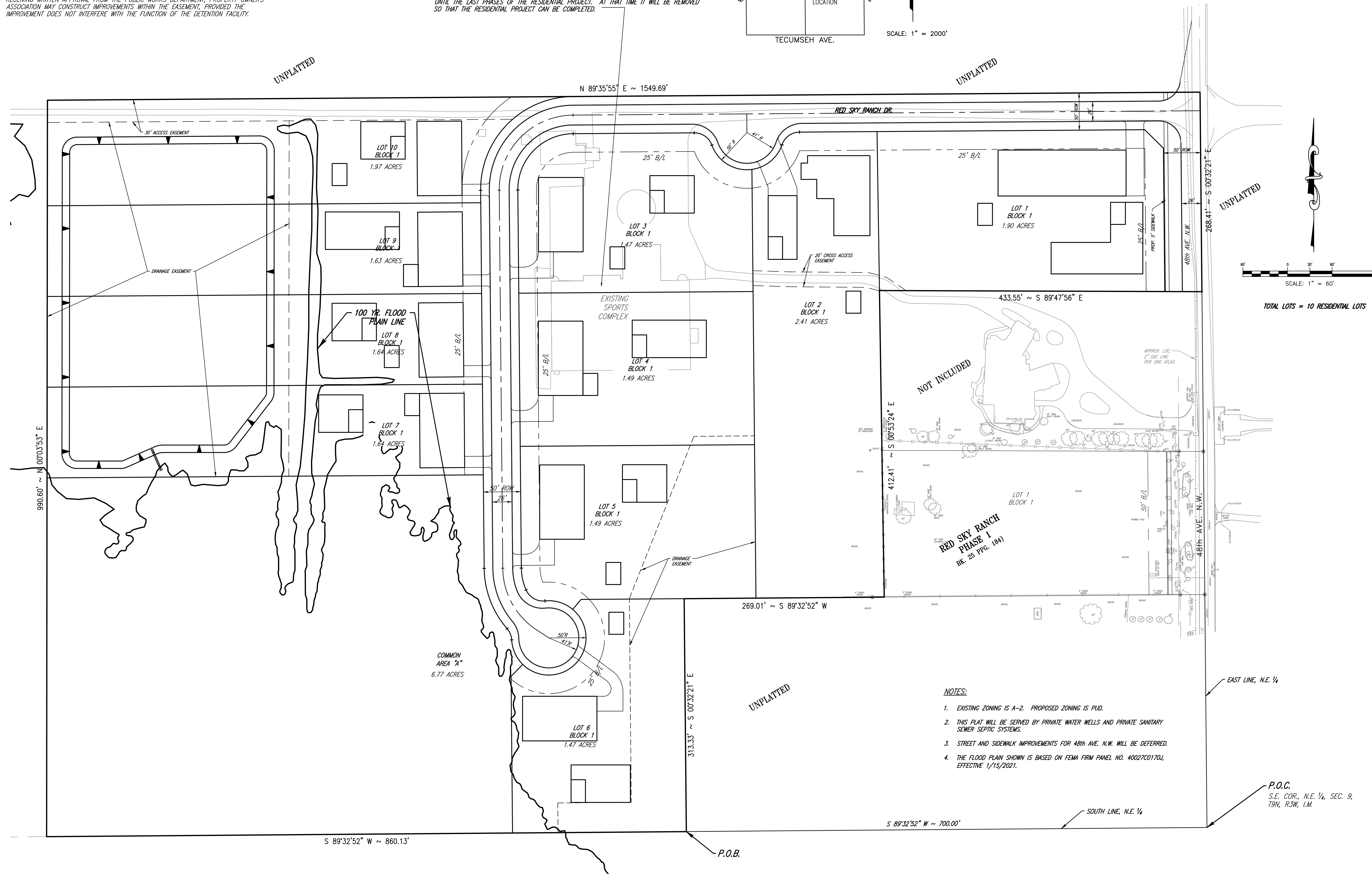
**48th AVE. N.W. & TECUMSEH RD.**  
**NORMAN, OKLAHOMA**

**SMC**  
**Consulting Engineers, P.C.**  
815 W. MAIN ST.  
OKLAHOMA CITY, OK 73106  
PH: (405) 232-7715 Fax: (405) 232-7659  
Website: www.smcokc.com

PROJECT NO.: 5596.00  
DATE: 6/30/23  
SCALE: 1" = 60'  
DRAWN BY: D.G.  
ENGINEER: Christopher D. Anderson  
P.E. NUMBER: 18288

**REVISED  
PRELIMINARY SITE PLAN**

SHEET NO.  
**1**

**NOTES:**

- EXISTING ZONING IS A-2. PROPOSED ZONING IS PUD.
- THIS PLAT WILL BE SERVED BY PRIVATE WATER WELLS AND PRIVATE SANITARY SEWER SEPTIC SYSTEMS.
- STREET AND SIDEWALK IMPROVEMENTS FOR 48th AVE. N.W. WILL BE DEFERRED.
- THE FLOOD PLAIN SHOWN IS BASED ON FEMA FIRM PANEL NO. 40027C01704, EFFECTIVE 1/15/2021.

**P.O.C.**  
S.E. COR., N.E. 1/4, SEC. 9,  
T9N, R3W, I.M.



**File Attachments for Item:**

12. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of R-2324-12: Armstrong Bank requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove Special Planning Area 7 (SPA-7), while retaining Mixed Use Designation, and amendment of the Future Urban Service Area to Current Urban Service Area for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue S.E.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

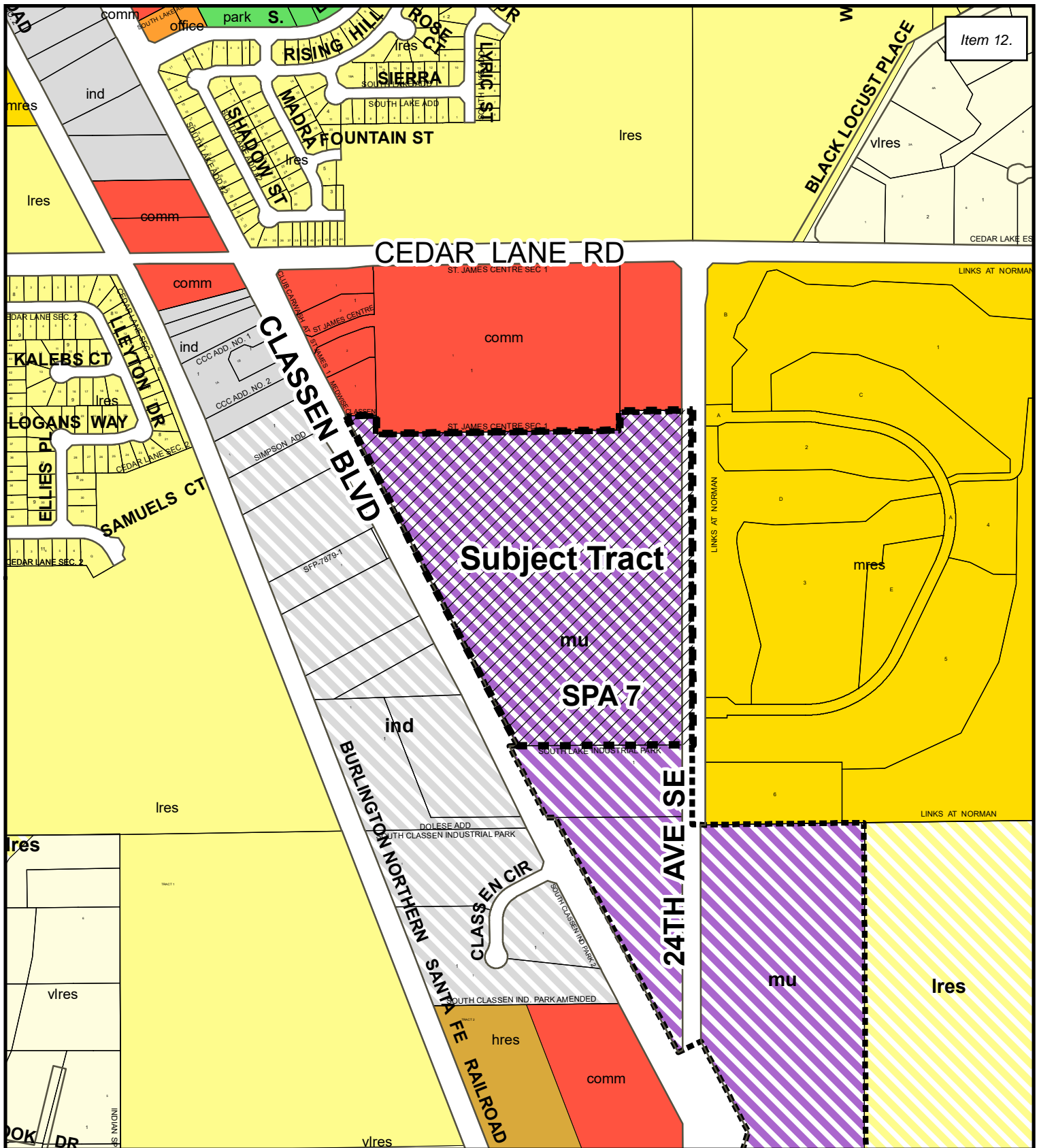
**REQUESTER:** Republic Bank of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of R-2324-12: Armstrong Bank requests amendment of the NORMAN 2025 Land Use & Transportation Plan to remove Special Planning Area 7 (SPA-7), while retaining Mixed Use Designation, and amendment of the Future Urban Service Area to Current Urban Service Area for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24<sup>th</sup> Avenue S.E.

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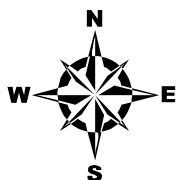
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Resolution No. R-2324-12 to City Council.



# Norman 2025 Land Use Plan



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



June 6, 2023

0 300 600 Ft.



Subject Tract



# office memorandum

**Date:** June 27, 2023

**To:** Chairperson and Members  
City of Norman Planning Commission

**From:** Lora Hoggatt, Planning Services Manager

**Subject:** Planning Commission, July 13, 2023  
Regarding Agenda Item Nos. 12-14: Postponement of  
Resolution No. R-2324-12, Ordinance No. O-2324-3, and  
Preliminary Plat PP-2324-3

The applicant, Armstrong Bank, is required to postpone to the August 10, 2023 Planning Commission meeting. The Board of Parks Commissioners was unable to have a July meeting. A Board of Parks decision is required before the preliminary plat can go to Planning Commission, per the City's Subdivision Regulations.

cc: Jane Hudson, Director

**File Attachments for Item:**

13. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-3: Armstrong Bank requests rezoning from I-1, Light Industrial District, to PUD, Planned Unit Development for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue S.E.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** Republic Bank of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-3: Armstrong Bank requests rezoning from I-1, Light Industrial District, to PUD, Planned Unit Development for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24<sup>th</sup> Avenue S.E.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2324-3 to City Council.







# office memorandum

**Date:** June 27, 2023

**To:** Chairperson and Members  
City of Norman Planning Commission

**From:** Lora Hoggatt, Planning Services Manager

**Subject:** Planning Commission, July 13, 2023  
Regarding Agenda Item Nos. 12-14: Postponement of  
Resolution No. R-2324-12, Ordinance No. O-2324-3, and  
Preliminary Plat PP-2324-3

The applicant, Armstrong Bank, is required to postpone to the August 10, 2023 Planning Commission meeting. The Board of Parks Commissioners was unable to have a July meeting. A Board of Parks decision is required before the preliminary plat can go to Planning Commission, per the City's Subdivision Regulations.

cc: Jane Hudson, Director

**File Attachments for Item:**

14. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-3: Consideration of a Preliminary Plat submitted by Republic Bank of Norman (SMC Consulting Engineers) for ARMSTRONG BANK CONSOLIDATION PROJECT for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24th Avenue SE.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

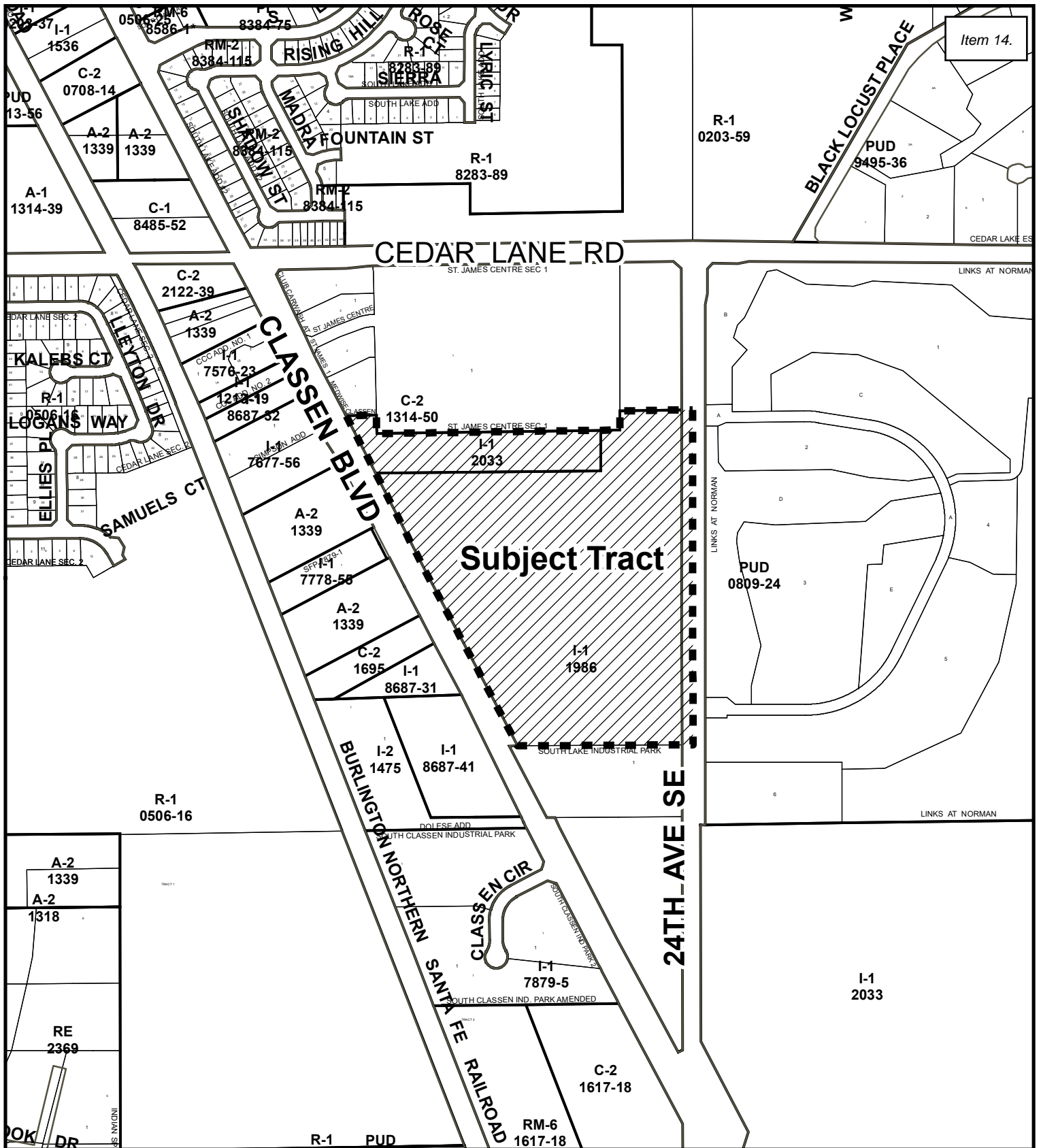
**REQUESTER:** Republic Bank of Norman

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of PP-2324-3: Consideration of a Preliminary Plat submitted by Republic Bank of Norman (SMC Consulting Engineers) for ARMSTRONG BANK CONSOLIDATION PROJECT for 40.41 acres of property generally located south of East Cedar Lane Road, east of Classen Boulevard, and west of 24<sup>th</sup> Avenue SE.

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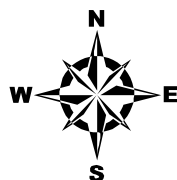
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of PP-2324-3.



# Location Map



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



June 6, 2023

0 300 600 Ft.



Subject Tract



Zoning



# office memorandum

**Date:** June 27, 2023

**To:** Chairperson and Members  
City of Norman Planning Commission

**From:** Lora Hoggatt, Planning Services Manager

**Subject:** Planning Commission, July 13, 2023  
Regarding Agenda Item Nos. 12-14: Postponement of  
Resolution No. R-2324-12, Ordinance No. O-2324-3, and  
Preliminary Plat PP-2324-3

The applicant, Armstrong Bank, is required to postpone to the August 10, 2023 Planning Commission meeting. The Board of Parks Commissioners was unable to have a July meeting. A Board of Parks decision is required before the preliminary plat can go to Planning Commission, per the City's Subdivision Regulations.

cc: Jane Hudson, Director

**File Attachments for Item:**

15. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-4: Hunter Miller Family, L.L.C. requests rezoning from R-1, Single Family Dwelling District, to SPUD, Simple Planned Unit Development, for approx. 1.5 acres of property located at 1104 W. Lindsey Street.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** Hunter Miller Family, L.L.C.

**PRESENTER:** Zach Abell, Planner I

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of O-2324-4: Hunter Miller Family, L.L.C. requests rezoning from R-1, Single Family Dwelling District, to SPUD, Simple Planned Unit Development, for approx. 1.5 acres of property located at 1104 W. Lindsey Street.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2324-4 to City Council.





ORDINANCE NO. O-2324-4

ITEM NO: 15

**STAFF REPORT****GENERAL INFORMATION**

APPLICANT	Hunter Miller Family, L.L.C.
REQUESTED ACTION	Rezoning to SPUD, Simple Planned Unit Development District
EXISTING ZONING	R-1, Single Family Dwelling District
SURROUNDING ZONING	North: CO, Suburban Commercial Office District and R-1, Single-Family Dwelling District East: R-1, Single-Family Dwelling District South: CO, Suburban Commercial Office District and R-1, Single-Family Dwelling District West: C-2, General Commercial District and CO, Suburban Commercial Office
LOCATION	1104 W. Lindsey Street
WARD	4
CORE AREA	Yes
AREA/SF	1.5 acres, more or less
PURPOSE	Three single-family residential lots
EXISTING LAND USE	Residential
SURROUNDING LAND USE	North: Office/Vacant East: Residential South: Residential West: Commercial
LAND USE PLAN DESIGNATION	Low Density Residential
PROPOSED LAND USE DESIGNATION	Low Density Residential (No change)

**PROJECT OVERVIEW:** The applicant is requesting a rezoning from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development, for 1.5 acres at 1104 W. Lindsey Street. This SPUD seeks to allow the applicant to split and develop the Property as three single-family residential lots. The applicant must request a SPUD for this development/design because the proposed lot configuration, particularly for Lot 3, does not meet current R-1 requirements for lot width along the street frontage.

**PROCEDURAL REQUIREMENTS**

**GREENBELT COMMISSION:** N/A for this item

**PRE-DEVELOPMENT MEETING: PD 23-23**

After a discussion with the applicant's representative, attendees understood the project and its scope but still had questions about traffic flow, fencing by adjacent properties (namely Penny Hill), and lot sizes. Attendees asked if vehicles will be backing out onto W. Lindsey St. The applicant's engineer explained there will be enough space on the development to turn around and exit the driveway with no need for reversing into the street. Attendees asked if all the trees will be removed. The applicant explained they are going to keep trees as shown on the site plan; they tried to save the large trees on the lot but trees will be removed to allow for the placement of homes and pavement.

**ZONING ORDINANCE CITATION:**

**SEC 36-510 – SIMPLE PLANNED UNIT DEVELOPMENTS**

1. General Description. The Simple Planned Unit Development referred to as SPUD, is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD Narrative and a Development Plan Map and contains less than five (5) acres.

The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

2. Statement of Purpose. It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition the SPUD provides for the following:

Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.

Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.

Maintain consistency with the City's Zoning Ordinance, and other applicable plans, policies, standards and regulations on record.

Approval of a zone change to a SPUD adopts the Master Plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

**STAFF ANALYSIS:** The particulars of this SPUD include:

**USE:** The SPUD Narrative includes the allowable uses for this proposal as Exhibit C. The proposed uses are the same as the uses permitted in R-1.

**OPEN SPACE:** Open space shall be utilized on the Property as shown on the Site Development Plan. The impervious area and building coverage for the Property shall not exceed 65% per lot.

**SITE PLAN/ACCESS:** The proposed site plan has one access point, a private drive, off W. Lindsey Street. The driveway shown on the site development plan provides access to each of the three lots. The driveway is 26' wide to allow for additional parking and two-way traffic. The existing house on the property will remain and each of the two new lots will have a single-family home. The site development plan shows two proposed rain gardens – one on Lot 2 near W. Lindsey Street and one on Lot 3 along the eastern property line behind the residence.

The following shall be the required building setbacks:

- The front setback shall be a minimum of twenty-five (25) feet.
- All other building setbacks shall be a minimum of five (5) feet.

The proposed lot width for Lot 3 is only 30' wide. The typical R-1 lot width is 35' where abutting a street and 50' at the building line.

**LANDSCAPING:** Landscaping shall be installed and maintained in order to meet or exceed the City of Norman's applicable landscaping requirements for single-family residential lots, as amended from time to time. The locations and types of landscaping are subject to modification during final site development.

**SIGNAGE:** All signs shall comply with the sign standards of the City of Norman Sign Code as applicable to a zoning of R-1, Single-Family Dwelling District.

**HEIGHT:** No buildings will be taller than 3.5 stories or 35' in height, excluding any necessary roof top mechanical units, equipment, screening, or parapet walls.

**LIGHTING:** The Property shall comply with the City of Norman's applicable lighting requirements for single-family residential lots, as amended from time to time.

**SANITATION:** Polycarts will be used by each residence for trash collection.

**PARKING:** The property will comply with the City's applicable parking ordinances. Each single-family residence will be required to provide two spaces per dwelling unit.

**SIDEWALKS:** A five (5) foot sidewalk will be installed in the location shown on the Development Plan and will meet or exceed the City of Norman's applicable standards and ordinances for sidewalk design and construction, as amended from time to time.

**FENCING:** The SPUD Narrative states fencing is allowed but not required. Fencing, if installed, may be brick, stone, wood, wrought iron, or other material. The maximum fence height for the property will be 8'.

**EXTERIOR BUILDING MATERIALS:** The exterior materials of the building to be constructed on the Property may be brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof.

**EXISTING ZONING:** The current zoning for the subject property is R-1, Single-Family Dwelling District. This zoning district allows for the development of single-family homes and accessory structures.

**ALTERNATIVES/ISSUES:**

**IMPACTS:** The proposed uses for this development are similar or less intense than the surrounding area.

**OTHER AGENCY COMMENTS:**

**FIRE DEPARTMENT:** No comments.

**PUBLIC WORKS/ENGINEERING:** The subject property will be subdivided by a Short Form Plat (SFP). The zoning must be in place before the SFP can go forward.

**TRAFFIC ENGINEER:** No comments.

**UTILITIES:** Residents of all lots will be required to take polycarts to Lindsey Street for trash and recycling services. The City has requested the applicant have an agreement filed of record for Lot 3 regarding the trash/recycling requirements and a long private water service and an agreement filed of record for Lot 2 regarding a long private water service. This is to ensure the current and future owners understand the requirements for services and what their responsibilities are for development.

**CONCLUSION:** Staff forwards this request for rezoning to SPUD, Simple Planned Unit Development, and Ordinance No. O-2324-4 for consideration by the Planning Commission and recommendation to City Council.

# ESHELMAN PLACE

## SIMPLE PLANNED UNIT DEVELOPMENT

APPLICANT:

***HUNTER MILLER FAMILY, LLC***

APPLICATION FOR:

PRELIMINARY PLAT AND  
SIMPLE PLANNED UNIT DEVELOPMENT

SUBMITTED: June 1, 2023

REVISED: June 29, 2023

PREPARED BY:

**RIEGER LAW GROUP PLLC**  
136 Thompson Drive  
Norman, Oklahoma 73069

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- F. Traffic Circulation and Access

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- D. Open Space
- E. Signage
- F. Height
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- H. Exterior Materials
- I. Fencing
- J. Drainage
- K. Landscaping
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- M. Sidewalks
- N. Sanitation

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- A. Legal Description
- B. Site Development Plan
- C. Allowable Uses



## **I. INTRODUCTION**

This Simple Planned Unit Development (the “**SPUD**”) is being submitted for the property located at 1104 W. Lindsey Street, as more particularly described on **Exhibit A** (the “**Property**”). This SPUD seeks to rezone the Property from the existing R-1, Single Family Dwelling designation to allow the applicant to split and develop the Property as three single family residential lots.

## **II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS**

### **A. Location**

The Property is located at 1104 W. Lindsay Street, which is near the intersection of W. Lindsey Street and S. Berry Road.

### **B. Existing Land Use and Zoning**

The existing zoning is R-1, Single Family Dwelling, and the existing NORMAN 2025 Land Use Plan designation is Low Density Residential.

### **C. Elevation and Topography**

The Property is largely undeveloped, with the exception of a single-family residential structure, and the topography of the Property slopes gradually from West to East.

### **D. Utility Services**

All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

### **E. Fire Protection Services**

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by applicable City codes, ordinances, and/or regulations.

### **F. Traffic Circulation and Access**

Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan.

## **III. DEVELOPMENT PLAN AND DESIGN CONCEPT**

### **A. Uses Permitted**

This SPUD seeks to retain the Property's existing allowable uses under R-1, Single Family Dwelling to allow for the development of three single family residential structures on the Property, as well as accompanying uses. A complete list of allowable uses on the Property is attached as **Exhibit C**.

**B. Site Plan**

The Property shall be developed as depicted on the Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-510 (k) of the City of Norman's SPUD Ordinance, as may be amended from time to time.

The following shall be the required building setbacks:

- The front setback shall be a minimum of twenty-five (25) feet.
- All other building setbacks shall be a minimum of five (5) feet.

**C. Traffic access/circulation/sidewalks**

Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan.

**D. Open Space**

Open space shall be utilized on the Property as shown on the Site Development Plan. The impervious area and building coverage for the Property shall not exceed 65% per lot.

**E. Signage**

All signs shall comply with the sign standards of the City of Norman Sign Code as applicable to a zoning of R-1, Single Family Dwelling designation.

**F. Height**

No buildings shall exceed three and one-half (3-1/2) stories or thirty-five (35) feet in height, excluding any necessary roof top mechanical units, equipment, screening, or parapet walls.

**G. Parking**

The Property shall comply with Norman's applicable parking ordinances, as amended from time to time.

**H. Exterior Materials**

The exterior materials of the building to be constructed on the Property may be brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents,

composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof.

**I. Fencing**

Fencing is permissible along the perimeter of the Property but is not required. Fencing may be brick, stone, wood, wrought iron, or other material. The maximum fence height for the Property shall be eight (8) feet.

**J. Drainage**

A preliminary drainage report has been provided to City Staff. The development of the Property shall meet or exceed the applicable ordinances and standards of the City, as amended from time to time. Low Impact Development Techniques (“**LIDs**”) will be used in the development of the Property to further assist in drainage management on site. The locations and types of LIDs are subject to modification during final site development.

**K. Landscaping**

Landscaping shall be installed and maintained in order to meet or exceed the City of Norman’s applicable landscaping requirements for single-family residential lots, as amended from time to time. The locations and types of landscaping are subject to modification during final site development.

**L. Lighting**

The Property shall comply with the City of Norman’s applicable lighting requirements for single-family residential lots, as amended from time to time.

**M. Sidewalks**

A five (5) foot sidewalk will be installed in the location shown on the Site Development Plan and will meet or exceed the City of Norman’s applicable standards and ordinances for sidewalk design and construction, as amended from time to time.

**N. Sanitation**

Sanitation services for the Property shall be consistent with the City of Norman’s applicable sanitation standards and regulations applicable to single family residential lots, as amended from time to time, such as poly cart service for each lot.

**EXHIBIT A**

## Legal Description of the Property

A part of the Northwest Quarter (NW1/4) of Section Six (6), Township Eight (8) North, Range Two (2) West of the Indian Meridian, described as follows: Beginning at a point 33 feet South and 133 feet of the Northwest corner of said Quarter Section; thence South 200 feet; thence East 94.5 feet; thence South 222.8 feet; thence East 117.5 feet; thence North 422.8 feet; thence West 212 feet to place of beginning.

Containing 67,352.87 Sq. Ft. or 1.5462 Acres, more or less.

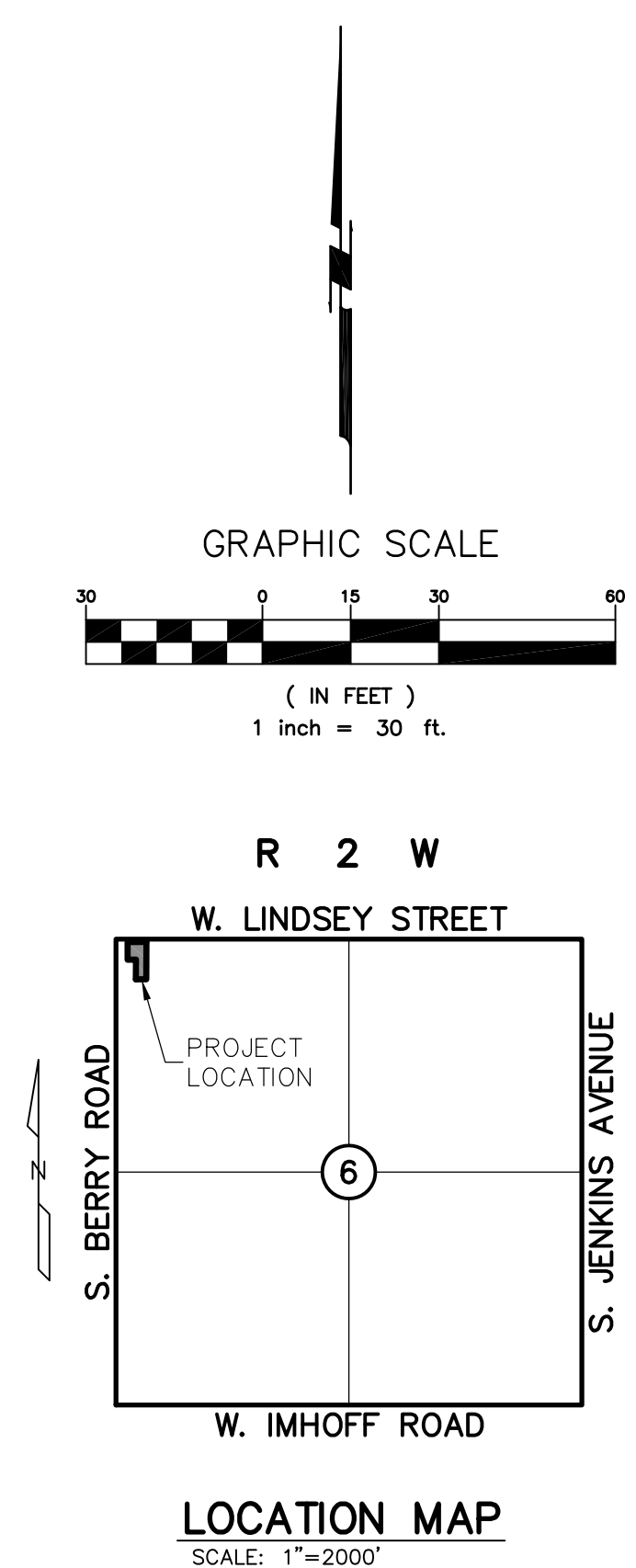
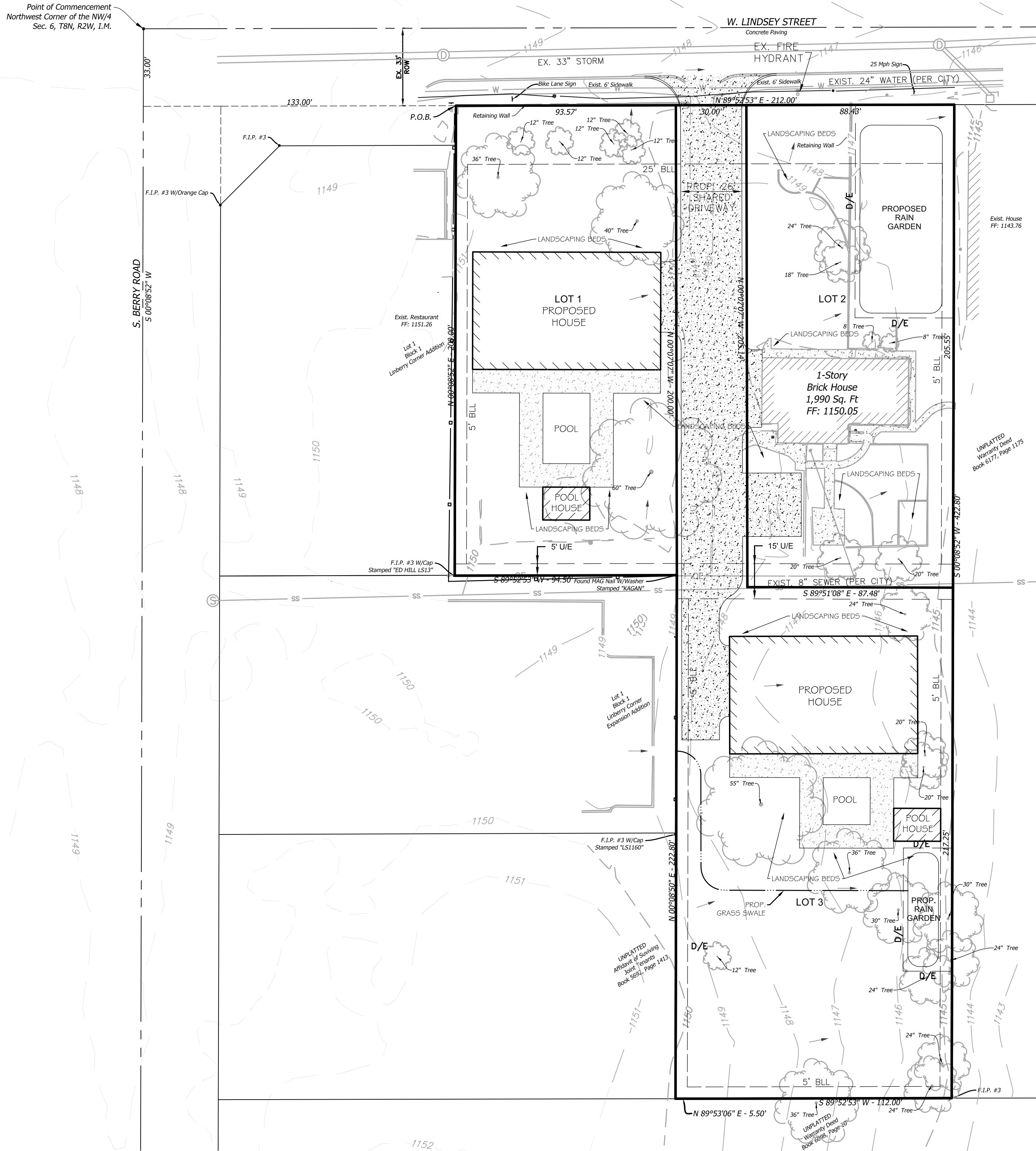
## Site Development Plan



**EXHIBIT C****Allowable Uses****Allowable Uses:**

- (a) Detached one family dwelling.
- (b) Family day care home.
- (c) General purpose farm or garden.
- (d) Home occupation.
- (e) Municipal recreation or water supply.
- (f) Accessory buildings.
- (g) Commercial parking only on days when the University of Oklahoma football team plays at home, subject to the following restrictions and conditions:
  - (1) On all sides of the parking area abutting other property a barrier shall be erected so as to prevent vehicles from damaging fences, trees, shrubs or other improvements on the adjoining property, such barrier to be at least two (2) feet within the property line of the property used for parking. All vehicles shall be parked within the property line of such property.
  - (2) An attendant over 18 years of age shall be on duty at all times when vehicles are parked on the property.
  - (3) All papers, containers and other trash shall be removed from the premises immediately after the vehicles have been removed.
  - (4) No vehicle shall ever be parked between the property line and any adjoining street.
  - (5) Unless a driveway is provided, a wooden or metal incline shall be placed in the gutter next to the curb on any street where there is a concrete curb, and the same shall be removed immediately after the last parked vehicle has departed. Such incline shall not exceed 25 feet in length or 12 inches in width.
  - (6) Any violation of the foregoing restrictions, whether by the owner of the property, driver of a vehicle, or other person, shall constitute an offense, and in addition to the other penalties provided by law, the owner or operator of such property so used for parking, upon conviction of such offense, shall not use said property for such purpose for the remainder of the year during which such violation occurs.
- (h) Model home, subject to an annual permit, as defined in NCC 36-101, for no more than four years.
- (i) Short-term rentals.

PRELIMINARY SITE DEVELOPMENT PLAN OF  
ESHELMAN PLACE  
A SIMPLE PLANNED UNIT DEVELOPMENT  
A PART OF THE NORTHEAST QUARTER OF SECTION 6,  
T 8 N, R 2 W, I.M., NORMAN, CLEVELAND COUNTY, OKLAHOMA



GENERAL NOTES

- EXISTING HOUSE TO REMAIN.
- EXISTING CURB CUT ON W. LINDSEY STREET TO BE WIDENED.

LEGAL DESCRIPTION

A part of the Northwest Quarter (NW1/4) of Section Six (6), Township Eight (8) North, Range Two (2) West of the Indian Meridian, described as follows: Beginning at a point 33 feet South and 133 feet of the Northwest corner of said Quarter Section; thence South 200 feet; thence East 94.5 feet; thence South 222.8 feet; thence East 117.5 feet; thence North 422.8 feet; thence West 212 feet to place of beginning. Containing 67,352.87 Sq. Ft. or 1.5462 Acres, more or less.

Legal description from Golden Land Surveying, LLC ALTA dated 09/20/2021

SUBJECT PROPERTY  
1.5462± AC.  
W. LINDSEY STREET  
CURRENTLY ZONED R-1  
REZONE TO SPUD

OWNER/DEVELOPER:  
HUNTER MILLER FAMILY, LLC  
P.O. BOX 5156  
NORMAN, OK 73070

ENGINEER:  
ARC ENGINEERING  
CONSULTANTS, LLC  
STEVE ROLLINS, P.E.  
135 DEER CREEK ROAD  
EDMOND, OK 73012

SURVEYOR:  
GOLDEN LAND SURVEYING, LLC  
TROY DEE, P.L.S.  
4131 NW 122ND ST, STE 100  
OKLAHOMA CITY, OK 73120

**Arc Engineering Consultants, LLC**  
CIVIL ENGINEERING  
135 DEER CREEK ROAD  
EDMOND, OK 73012  
PHONE (405) 509-0212  
FAX (405) 562-8648

**LAND PLANNING**

CERTIFICATE OF AUTHORIZATION NO. 6290 EXP. 6/30/24

**PRELIMINARY**  
THIS DOCUMENT IS PRELIMINARY  
IN NATURE AND IS NOT A FINAL  
SIGNED AND SEALED DOCUMENT

**ESHELMAN PLACE**  
1104 W. LINDSEY STREET  
NORMAN, CLEVELAND COUNTY, OKLAHOMA

**PRELIMINARY SITE PLAN**

REVISIONS		DATE	
NO.	DESCRIPTION	NO.	DATE

DRAWN BY: SDR  
CHECKED BY: SDR  
APPROVED BY: SDR

PROJECT NUMBER:  
22-010  
DATE:  
06-01-23  
SCALE:  
(HORIZ.) 1"=30'  
(VERT.) N/A

SHEET NUMBER  
**1 of 1**



**File Attachments for Item:**

16. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-31: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/13/2023

**REQUESTER:** City of Norman

**PRESENTER:** Anais Starr, Planner II

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-31: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2223-31 to City Council.

ORDINANCE NO. O-2223-31

ITEM NO. 16

**STAFF REPORT**

**ITEM:** AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**BACKGROUND:**

On June 14, 2022, City Council adopted its most recent amendments to the Center City Form Based Code (CCFBC). These amendments to the CCFBC were forwarded to Planning Commission and City Council with a recommendation of support from the Center City Administrative Delay Ad Hoc Committee. The development community and staff have been working with this round of amendments for about a year and have found that corrections and clean-up of the document are needed.

For this round of amendments, the proposals are as follows:

- Removal of duplicative language found in *Part 603, J. Off-Site* and *K. Tandem Parking*. The exact same language exists in *Part 604, Special Parking Standard, Off-Site Parking* and *M. Tandem Parking*.
- Update references to the recently recodified Municipal Code. City Council adopted Ordinance O-2223-23 on February 8, 2023, which recodified municipal codes to a new platform in Municode. This would correct code reference sections throughout the CCFBC document.
- Reference updated Engineering Design Criteria. City Council adopted O-2223-24 on February 28, 2023 which adopted the new Engineering Design Criteria for the City. This would add the correct references to the newly adopted Engineering Design Criteria throughout the CCFBC document.
- Amend *Part 204.B.2, Certificate of Compliance Site Plan Requirements*. The requirements listed for the CCFBC Certificate of Compliance site plans submissions do not include property lines, Required Build Lines (RBLs) and Parking Setback Requirements. This amendment would rectify this oversight.
- Amend *Part 206.C, Administrative Adjustment Standards*, to allow for relief from siting requirements to resolve utility and infrastructure conflicts.
- Update internal references within the CCFBC to accommodate the above amendments.
- Correction of mistakes, omissions and errors that are not substantive, but are needed to provide clarity to the code. These items are shown in the annotated copy of the CCFBC that is attached to this report.

**DISCUSSION:**

Staff is bringing the requested amendments forward for review and adoption to have a “clean” Center City Form Based Code document for staff and the development community to use. The requested amendments do not change the original intent of the CCFBC, they simply provide for a clear and concise CCFBC document along with administrative relief for siting issues due to utility/infrastructure conflicts.

Staff, the development community, and the community as a whole have always acknowledged this is a living document. As we collectively move forward with additional development in this area, it should be acknowledged there will be sections of the Code which necessitate further revisions to bring the development and the Code in line with the community’s vision for the Center City.

**CONCLUSION:**

The proposed amendments to the Center City Form Based Code are noted in red and blue text for easier review of the document.

Staff forwards this proposal for amendments to the CCFBC as Ordinance No. O-2223-31 for consideration by the Planning Commission and a recommendation to City Council.





# CENTER CITY FORM-BASED CODE

## NORMAN, OKLAHOMA

DRAFT JULY 2023



## 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 Provisions* 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 or 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.

<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~~[36-540](#), and contained within the Central Core Area of Norman (see map exhibit to Norman Code ~~22-431.7~~[36-550](#)) 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) a. Location and dimensions of all proposed buildings and other construction;
  - (ii) b. Internal roadways, streets and/or STREET-SPACES, ALLEYS, common access easements, and access ways to adjacent public roadways;
  - (iii) c. Utilities - Sanitation/polycarts and service courts;
    - d. Property lines;
    - e. Utility, drainage and any other easement conveyances affecting the property;
    - f. Required Build Line (BFS) and Parking Setback Line;
  - a. g. Location and dimensions of all parking areas and striping plan;
  - b. h. Utility Strategy;
  - c. i. Architectural drawings of all proposed building FACADES;
  - d. j. Floor plan;

- e. [k.](#) Landscape plan,;
- f. [l.](#) Stormwater calculations [and impervious surface coverage](#);

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: [with this request.](#)
- c. [REQUIRED BUILDING LINE – Move backward up to five \(5\) feet, in order to accommodate or resolve utility or other vital or related infrastructure conflicts already existing. Utility or other vital or related infrastructure conflicts must be demonstrated by the applicant to and verified by the Development Review Team and the Director.](#)
- d. REQUIRED BUILDING LINE minimum percentage built-to – reduction of up to five percent (5%) of required length.
- e. PARKING SETBACK LINE – move forward up to six (6) feet.
- f. Mezzanine floor area – up to ten percent (10%) additional area.
- g. STREET WALL requirements – up to ten percent (10%) of the height/FENESTRATION/access gate requirements.
- h. 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:

- the street connectivity is maintained (no cul-de-sacs);
- no street intersection occurs within 125 feet of another street intersection; and
- 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 22:442.136-571* 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 22:442.136-571 - 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:

- 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.
- Additions.** An addition to a NON-CONFORMING STRUCTURE is permissible as long as:
  - 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
  - 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.

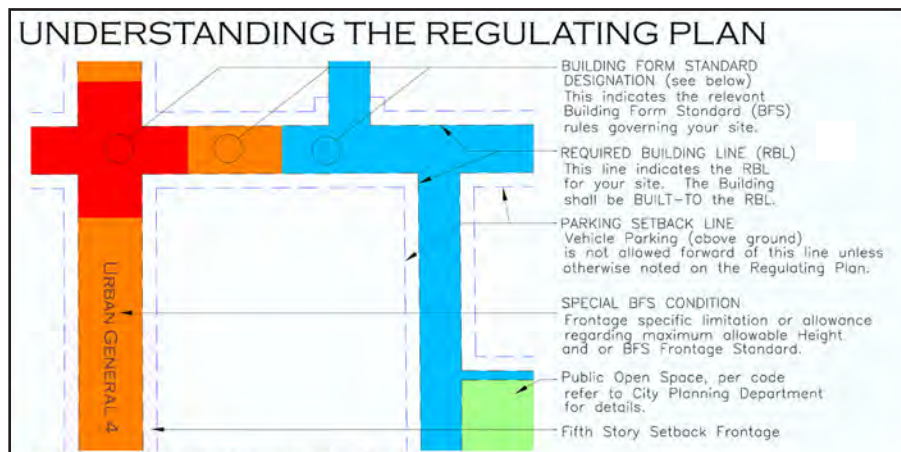
## Part 3. The Regulating Plan

### 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

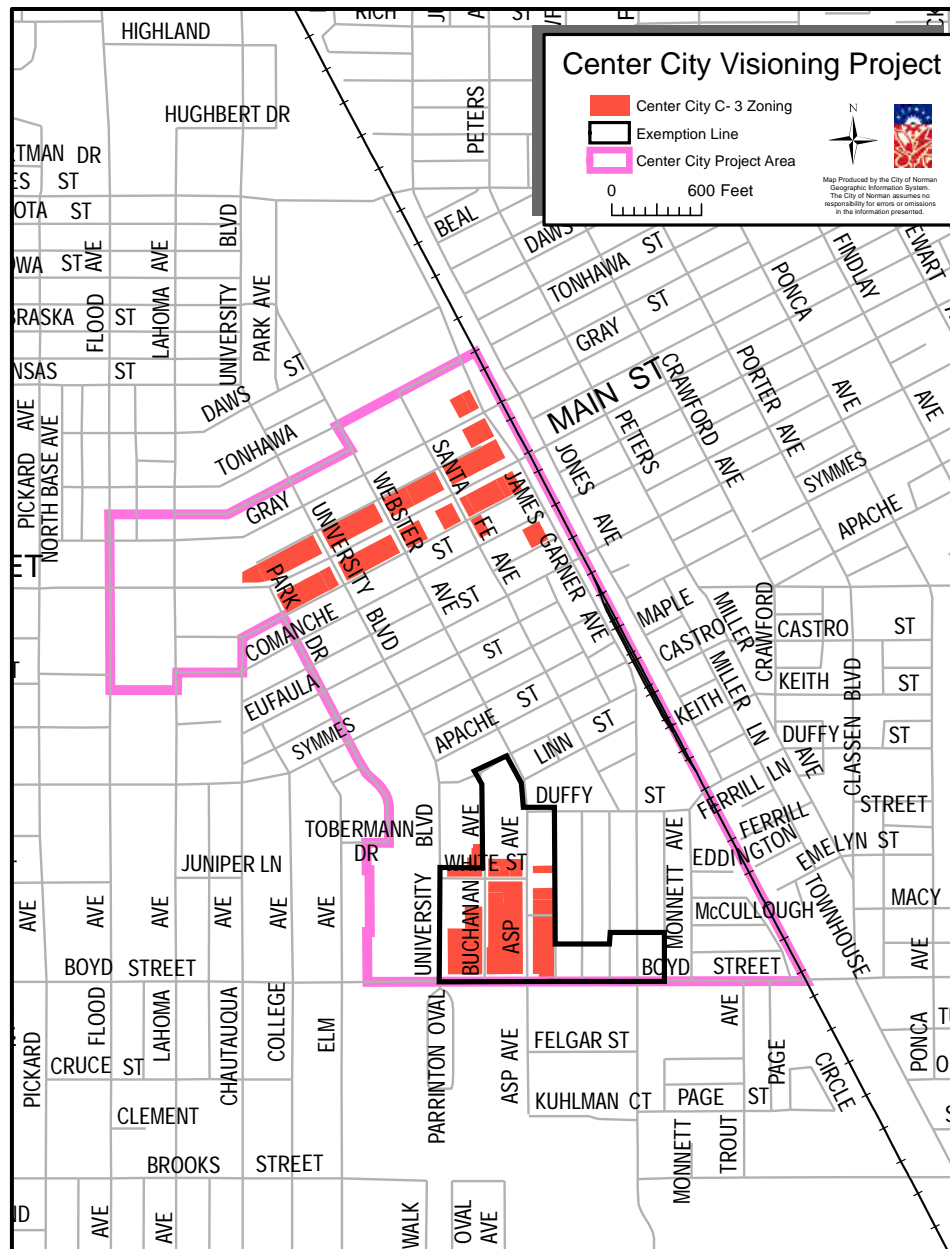
1. Some building height and parking requirements of this Code are not applicable to properties zoned C-3 at the time of CCFBC adoption. (See *Part 4. Building Form Standards, Sections 403 & 404*, and *Part 6. Parking [and Loading Standards](#), Section 603.A.* for specific exemptions, and *Section 302. Illustrative Form District Maps*, 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

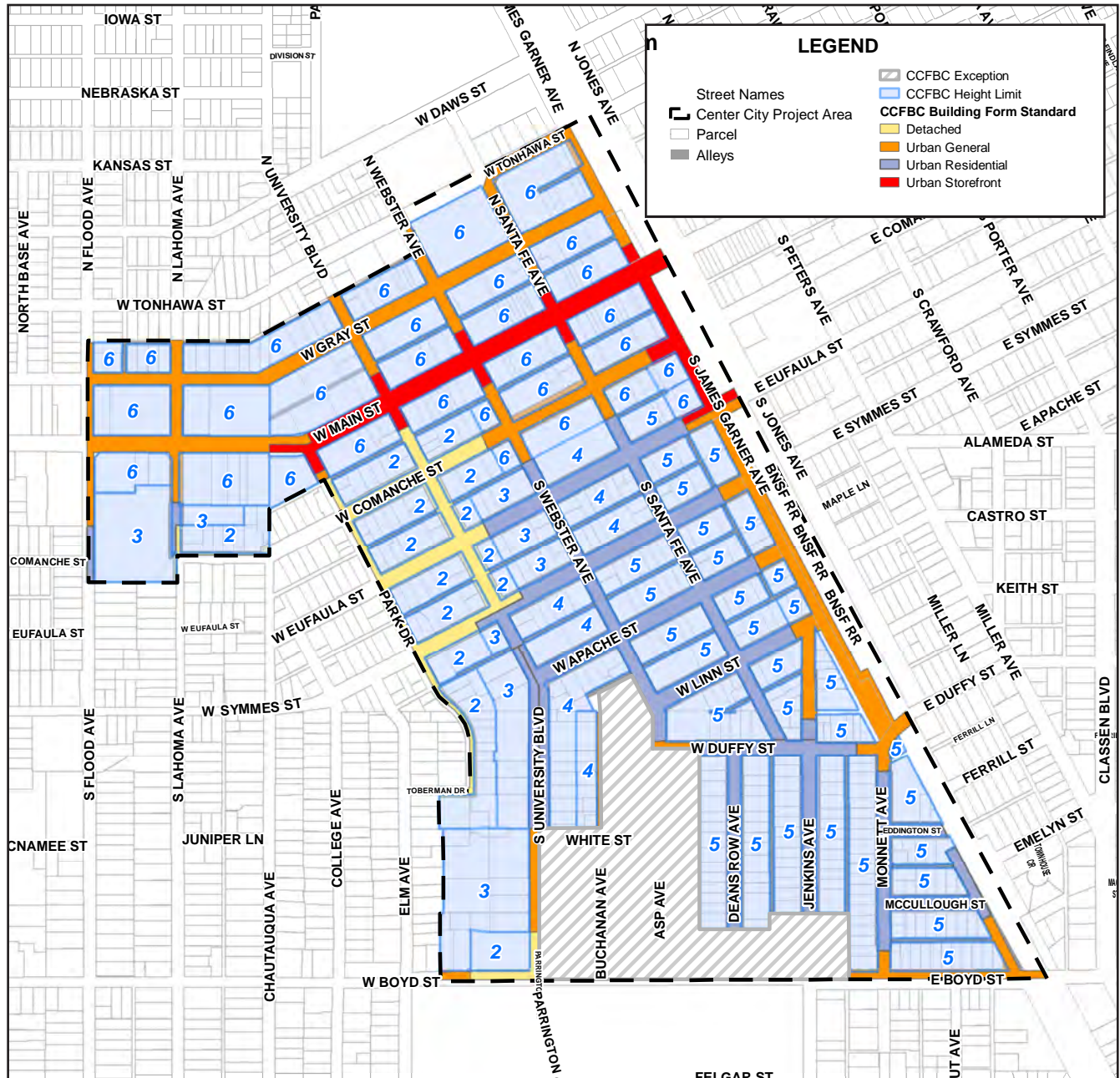


### 302.B. Center City Regulating Plan Map



*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/your-government/departments/planning-and-community-development/planning-projects/norman-center-city](http://www.normanok.gov/your-government/departments/planning-and-community-development/planning-projects/norman-center-city). 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 Residential Frontage, *Section 403*
  - 3. Urban Storefront 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.

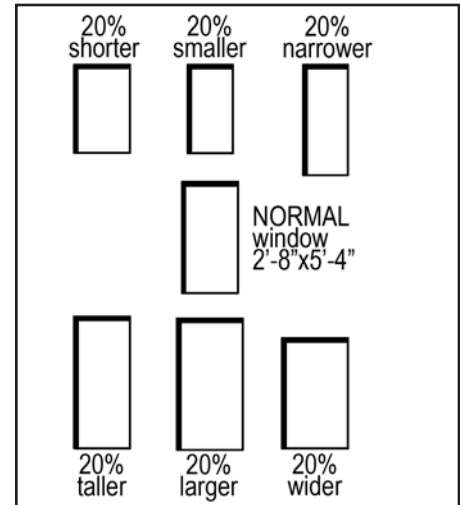
#### A. Frontage Transitions

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.

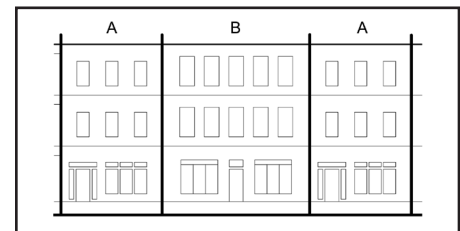
#### B. Façade Composition

- 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.*)

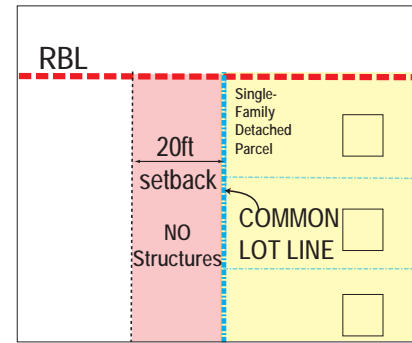
- c. Farther than 80 feet from any RBL, there shall be an additional 30 foot setback (for a total of 50 feet) from the COMMON LOT LINE for all structures. Surface parking is allowed. (See *figure 402.D.1.b-c.*)
2. Where a site has a COMMON LOT LINE with a Detached BFS frontage lot within the City Center 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

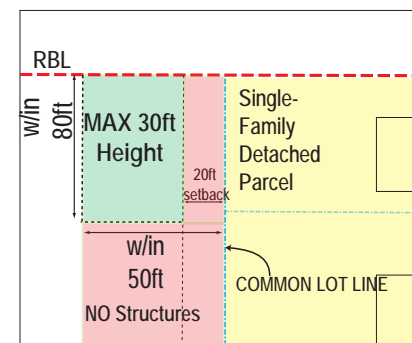
1. The height of all buildings is measured in STORIES, with an ultimate limit in feet, measured from the average fronting public sidewalk elevation to the top of the wall plate, unless otherwise specified in the individual BFS.
2. The minimum FACADE height that is required at the RBL is shown on the 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

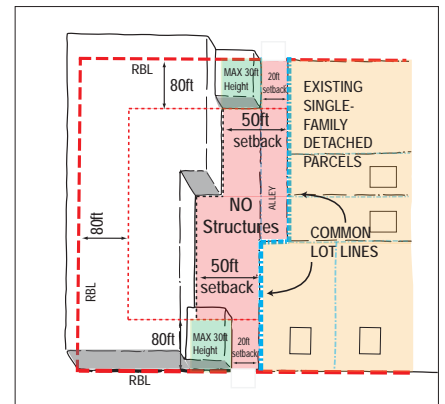
1. Building FACADES shall be built to the RBL as prescribed in the BFS. Single parcels with varied RBLs may select a single RBL and build to that designation.
2. The building FAÇADE shall be built to the RBL within the first 30 feet of a BLOCK CORNER, unless otherwise specified in the BFS. (See *figure 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

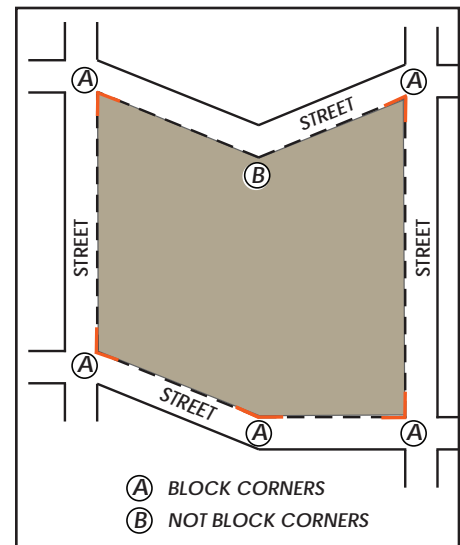


402.D.1.b. Neighborhood Manners -- Height limitations and required setbacks



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, [FRONT PORCHES](#), 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 [and FRONT PORCHES](#) 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 FAÇADE 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 FAÇADE 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.Θ N.2.* 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 Manners*.

## M. Signage

The standards in this section, *M. Signage*, apply in the Urban General, Urban Storefront, and Urban Residential frontages and supersede *Chapter 28 (Sign Code Regulations)* 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 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 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.

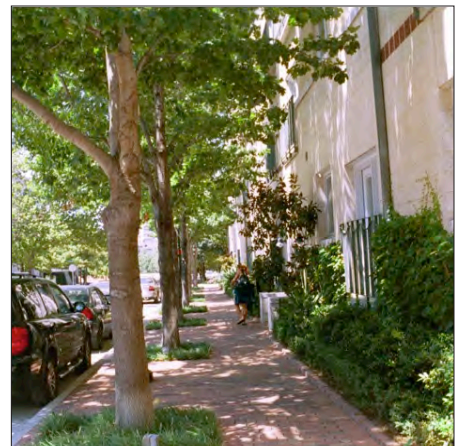


## 403. Urban General Frontage

### 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 [other fronting](#) exterior walls, provided the walls are not within 3 feet of the property line.
2. GROUND STORY FENESTRATION shall comprise between 33% and 70% of the GROUND STORY FAÇADE, and [other fronting](#) exterior walls, provided they are not within 5 feet of the property line.
3. Upper STORY FENESTRATION shall comprise between 20% and 70% of the FAÇADE, and [other fronting](#) 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 [fronting](#) 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:
  - b. The GROUND STORY shall be constructed to regulations of the Building Code as adopted in Section 6-201 of the Code of the City of Norman regardless of use.
  - c. 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	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704.H, J, K.
	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 6
	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 9. Definitions	✓		Sec. 704.C.

Key: ✓ = Permitted Blank Cell = Not Permitted

## URBAN RESIDENTIAL FRONTAGE 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, J, K.
	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, 6
	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

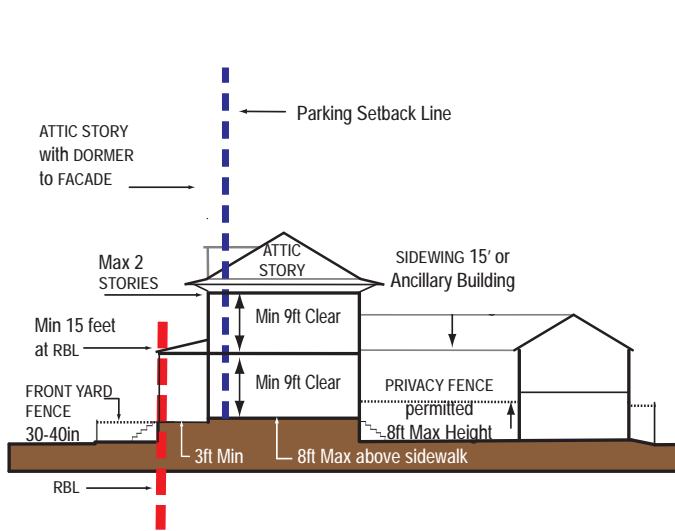


Diagram 405.a: Height

## 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.

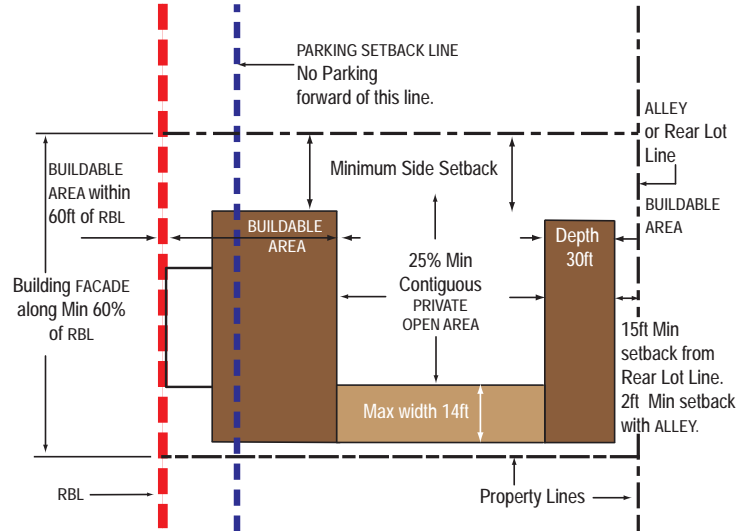


Diagram 405.b: Siting

## SITING

**Facade**

1. On each lot the FACADE 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/FACADE.
2. There is a 2 foot required setback from ALLEYS.



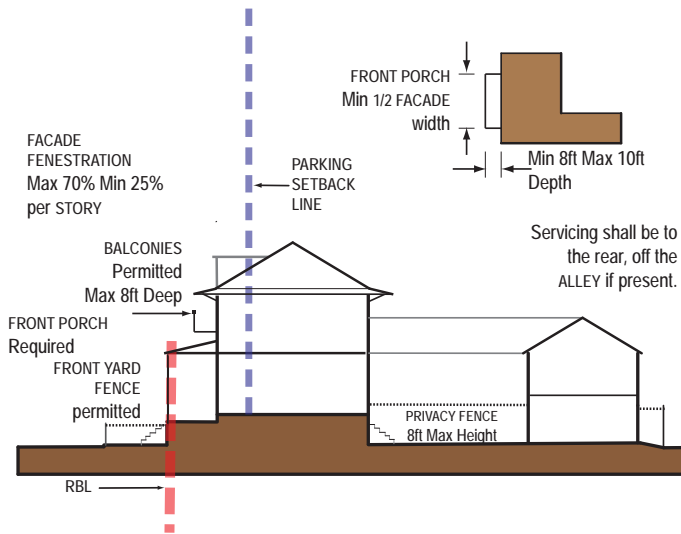


Diagram 405.c: Elements

## ELEMENTS

### Fenestration

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

### 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.

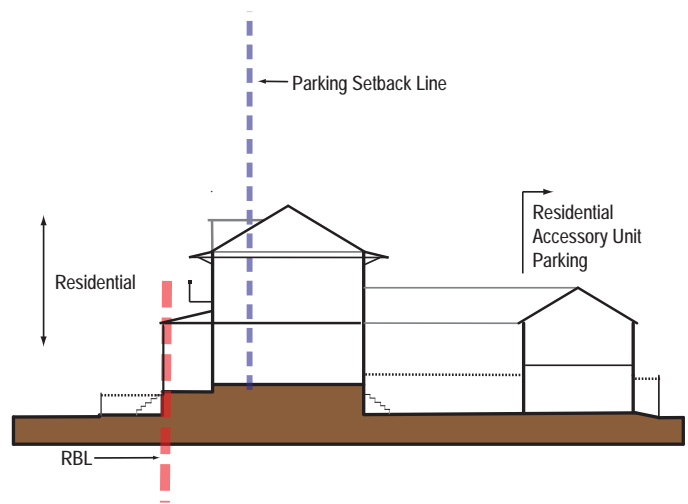


Diagram 405.d: Use

## 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.

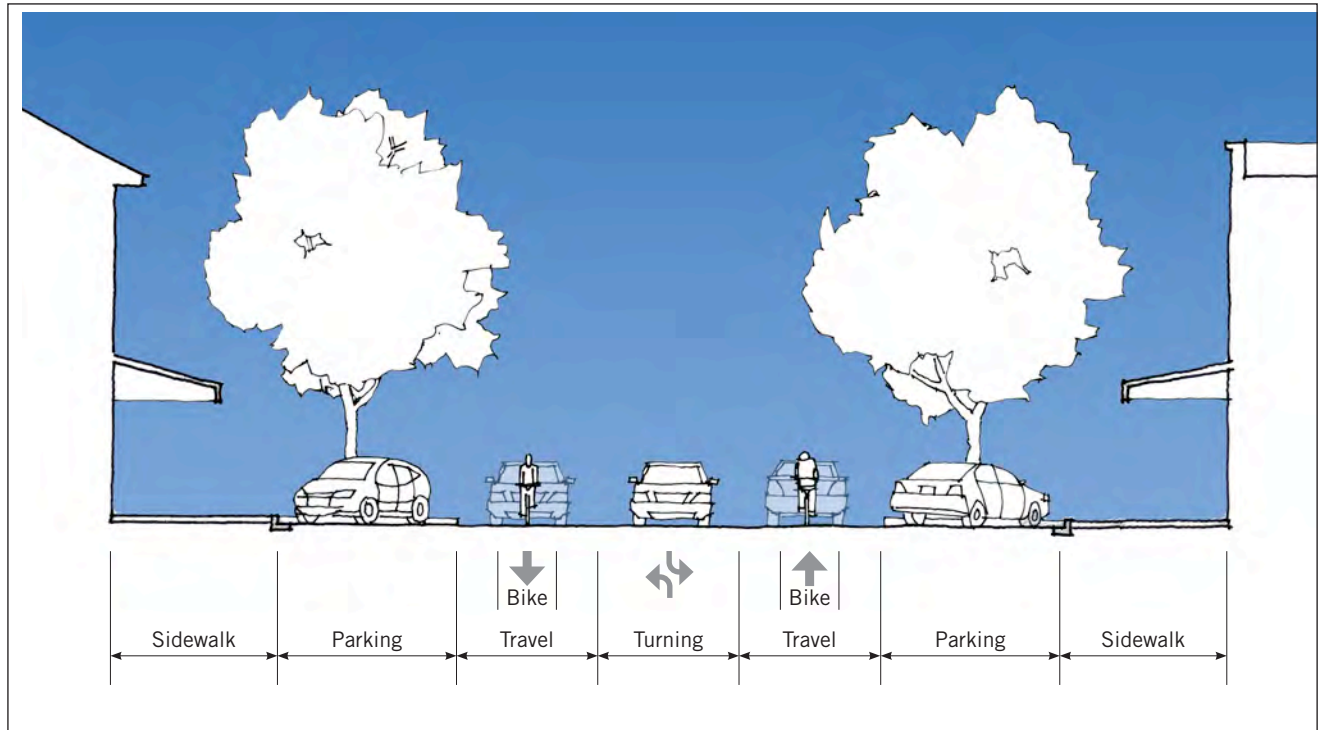
## B. Street Types

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.

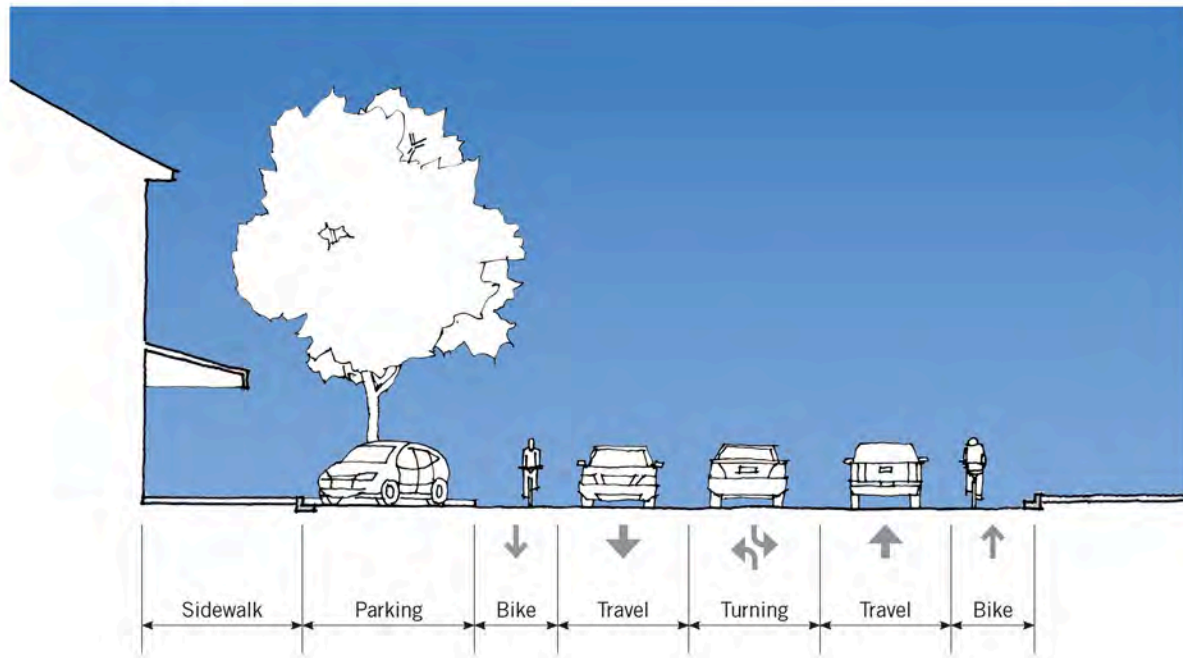
<sup>1</sup> Note: Due to the fact that the existing rights-of-way within the CC Form District vary dramatically, the first number for the Neighborhood Streets includes a plus (+) sign. The distance above the base number (either 80 or 66) is typically added to the front yard or dooryard space in the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

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



[Note: Illustration is advisory only](#)

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

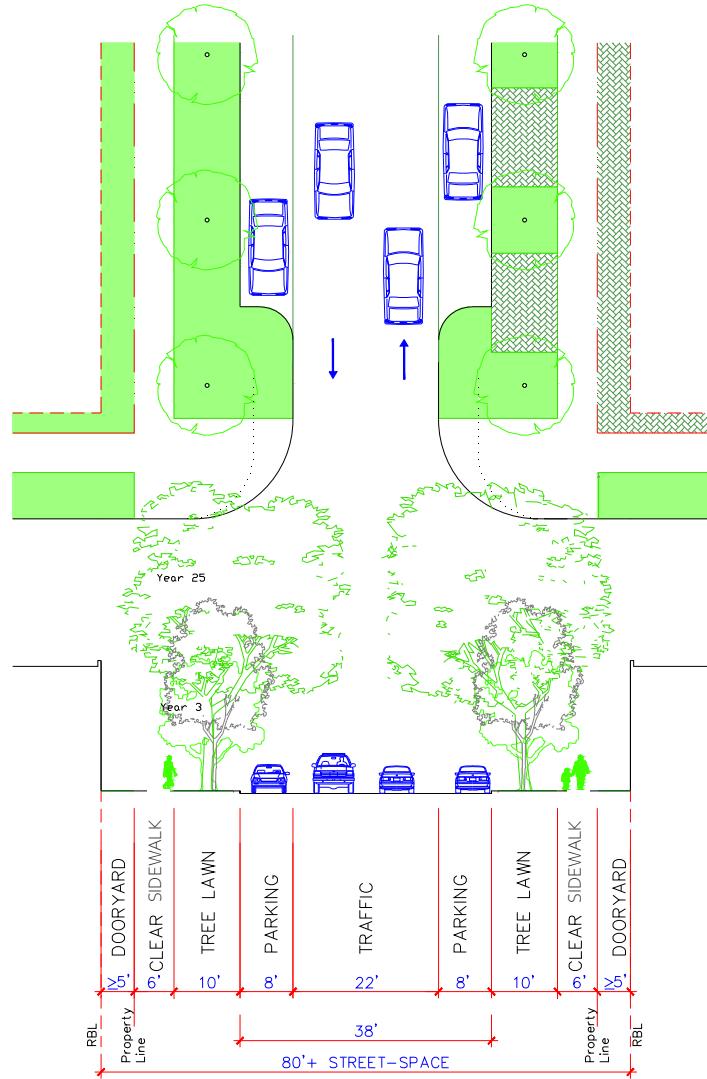


[Note: Illustration is advisory only](#)



Diagram 503.B.1.c: Neighborhood Street: ST-80+/38

# Neighborhood ST 80+/38

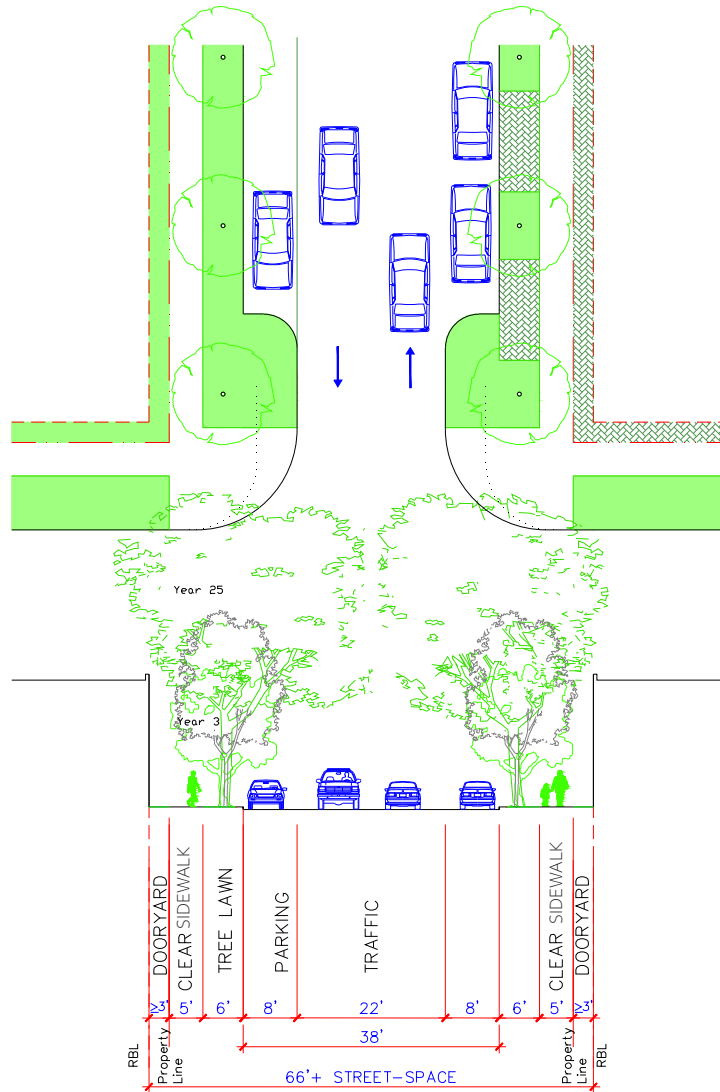


STREET-SPACE	80', per RBL
Traffic Lanes	11'
TREE LAWN	10'
Clear Sidewalk	6'
DOORYARD	see Regulating Plan, 5'typ.min.
type	street
movement	Free
design & posted speed	20-25 mph
on street parking	Both Sides, Striped
Right of Way	70' (varies)
pavement width	38'
curb type	vertical
curb radius	20' with curb 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

Diagram 503.B.1.d.: Neighborhood Street: ST-66+/38

# Neighborhood ST 66+/38

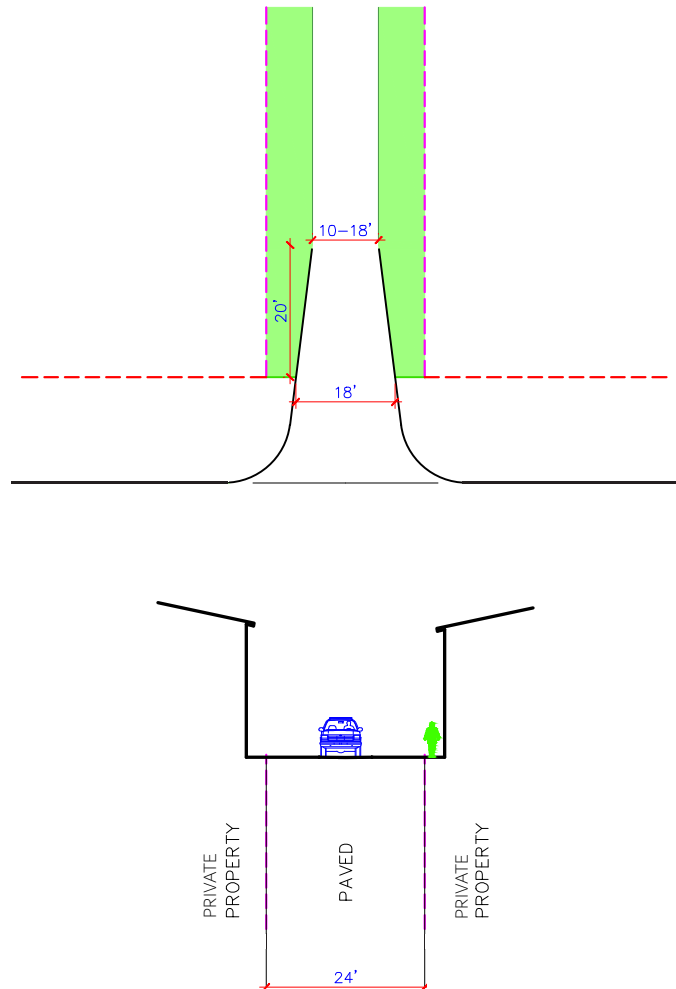


STREET-SPACE	66', per RBL
Traffic Lanes	11'
TREE LAWN	6'
Clear Sidewalk	5'
DOORYARD	see Regulating Plan, 3'typ.min.
type	street
movement	Free
design & posted speed	20–25 mph
traffic function	two way
on street parking	Both Sides, Striped
Right of Way	60' (varies)
pavement width	38'
curb type	vertical
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

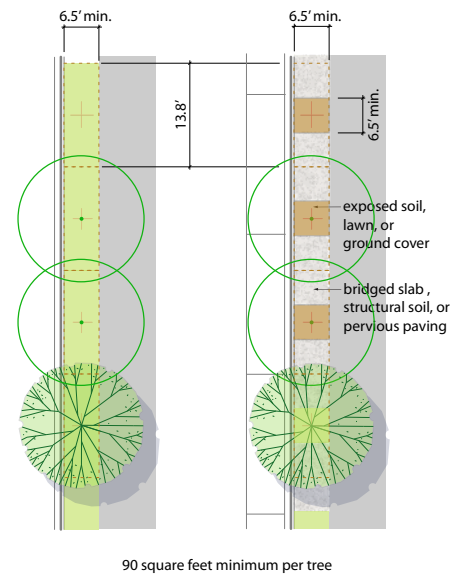
## 504. Streetscape Standards

### A. General Provisions

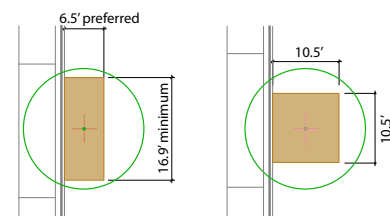
1. All plant material (including trees) shall pass any inspections required under State regulations.
2. All turf grass shall be solidly sodded at installation—not seeded, sprigged, or plugged. Vegetative groundcovers may be used in place of turf grass.
3. In addition to the lot, the owner must maintain 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~~ [Section 603.C.](#))
- 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 OR 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~~ 302.A., Center City Visioning 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. Reserved 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.

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	
RESIDENTIAL	Household Living	✓	✓	✓	✓	✓	✓	✓	Sec. 704.B.1-2; 704.H, J, K
	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, 6
	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, 9. 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~~[36-560](#) 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.~~ Sections 5000 and/or 7000 of the Engineering Design Criteria (EDC 5000 and/or 7000).

## 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~~ [EDC 7000](#) 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~~ [EDC 7000](#))
  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~~ [EDC 7000](#) for approved LID Techniques and Engineered Solutions to guide impervious surface areas increases to as much as 85% (~~City Manual~~). ~~The City Manual~~ [EDC 7000](#) 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 OF 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 FACADE 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 Center City Visioning Map and REGULATING PLAN, found in *Part 3. Section 302*. 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 ~~zoned-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 2236, Section 571.442.1* 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 [36-540 22-429.7](#), and as that area is contained within the Central Core Area of Norman (see map exhibit to Norman Code [36-550 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 [36-571](#) ~~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 ~~30~~ 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

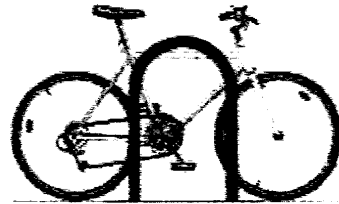
### Bicycle Parking Design Guidelines

# 1. THE RACK ELEMENT

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

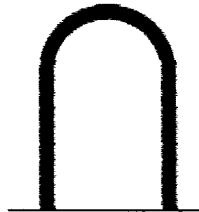
The rack element should:

- 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



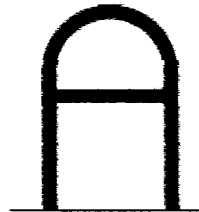
Comb, toast, school-yard, and other wheel-bending racks that provide no support for the bicycle frame are NOT recommended.

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.



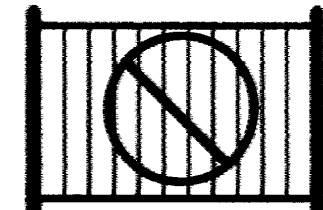
**"A"**

One rack element supports two bikes.



**POST AND LOOP**

One rack element supports two bikes.

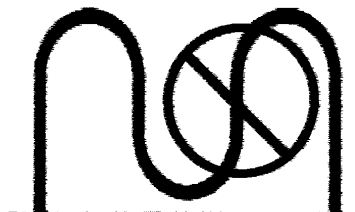


**COMB**

One rack element is a vertical segment of the rack.

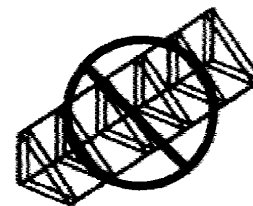


**Not recommended**



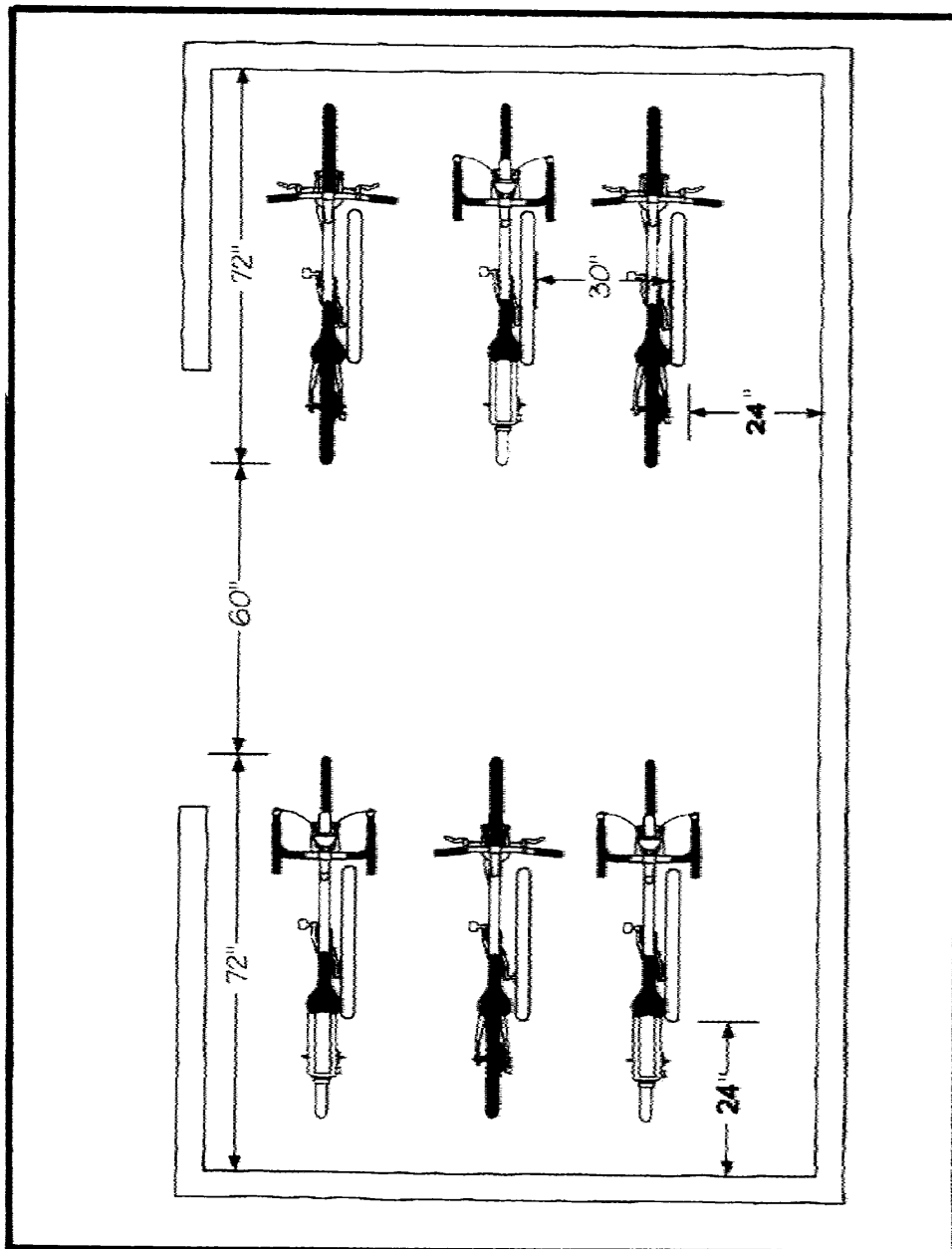
**WAVE**

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.





## Ordinance No. O-2223-31

AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 (“ZONING”) AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; 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; and
- § 5. WHEREAS, Council adopted Ordinance O-2122-47 on June 14, 2022, again following a six (6) month administrative delay, implementing various amendments to address the issues giving rise to that second administrative delay; and
- § 6. WHEREAS, since adoption of O-2122-47, the City of Norman adopted Ordinance O-2223-23 on February 28, 2023, which recodified Norman’s municipal code, resulting in new references and citations for most of the existing municipal code. As part of the recodification, the Zoning Ordinance was incorporated into the main municipal code document, and adopted fully at Chapter 36 therein, necessitating updates to various citations and references within the Center City Form Based Code document; and
- § 7. WHEREAS, since adoption of O-2122-47, the City of Norman also adopted Ordinance O-2223-24 on February 28, 2023, which incorporated revisions to City of Norman Engineering Design Criteria and Standard Specifications and Construction Drawings, further necessitating updates to citations and references within the Center City Form Based Code document; and
- § 8. WHEREAS, since adoption of O-2122-47, City Staff has identified duplicative language, and has determined the need to amend the Certificate of Compliance application document to account for site plan requirements; and

- § 9. WHEREAS, other areas within the CCFBC language have been identified as requiring correction and clarification to avoid the potential for confusion in future application and interpretation; and
- §10. WHEREAS, having reviewed the substance of these proposed updates and corrections, 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:

- § 11. That Section 36-540 of Chapter 36 of the Code of the City of Norman shall be amended to read as follows, and may be accessed at:

~~(a) The Center City Form Based Code, as expressly adopted by reference herein, shall be hereby amended as follows: In Part I, General Provisions, section 104 (Other Applicable Regulations), on Page 2, to add the following subsection C:~~

~~Within the Center City Form Based Code Area of Norman exhibited in this section, and as that area is contained within the Central Core Area of Norman (see map exhibit to NCC 36-550) 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.~~

~~In Appendix B, section 3 (Standards of Development), to add the following subsection (h):~~

~~(h) Central Core Area of Norman sprinkling requirements. Within the Center City Form Based Code Area of Norman exhibited in this section, and as that area is contained within the Central Core Area of Norman (see map exhibit to NCC 36-550) 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.~~

~~(b) The Center City Form Based Code, as expressly adopted by reference herein, shall be hereby amended as follows:~~

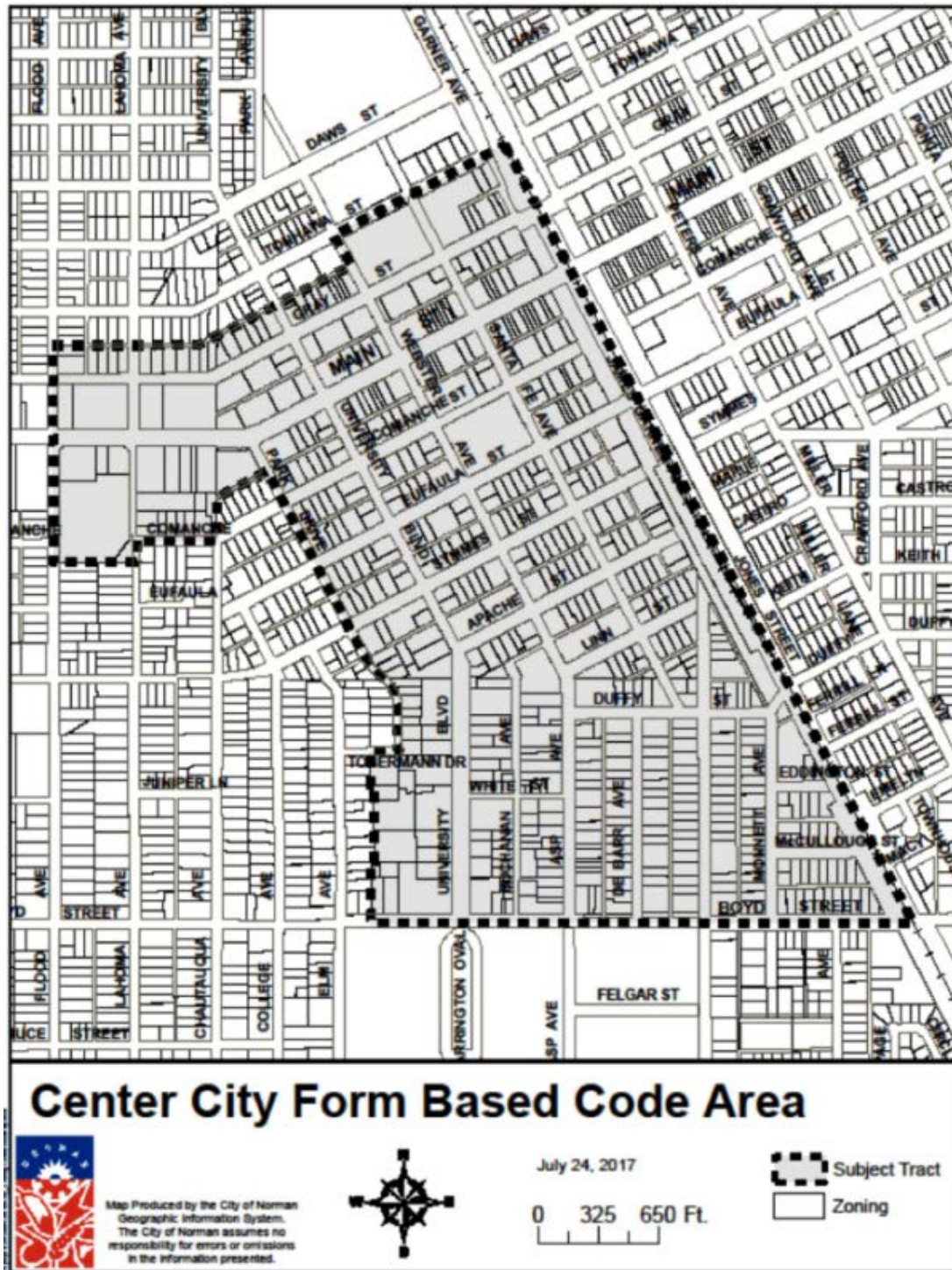
~~In Appendix B, section 3 (Standards of Development), to add the following subsection (i):~~

~~(i) A theater, including one that sells alcoholic beverages in compliance with State law, may be incorporated into appropriate CCPUDs.~~

Normanok.gov, "Norman Center City Vision"

<https://www.normanok.gov/your-government/departments/planning-and-community-development/planning-projects/norman-center-city>

Center City Form Based Code Area Map



§ 12. 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 \_\_\_\_\_, 2023.

NOT ADOPTED this \_\_\_\_\_ day  
of \_\_\_\_\_, 2023.

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

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

ATTEST:

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

**File Attachments for Item:**

17. Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-47: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 06/08/2023

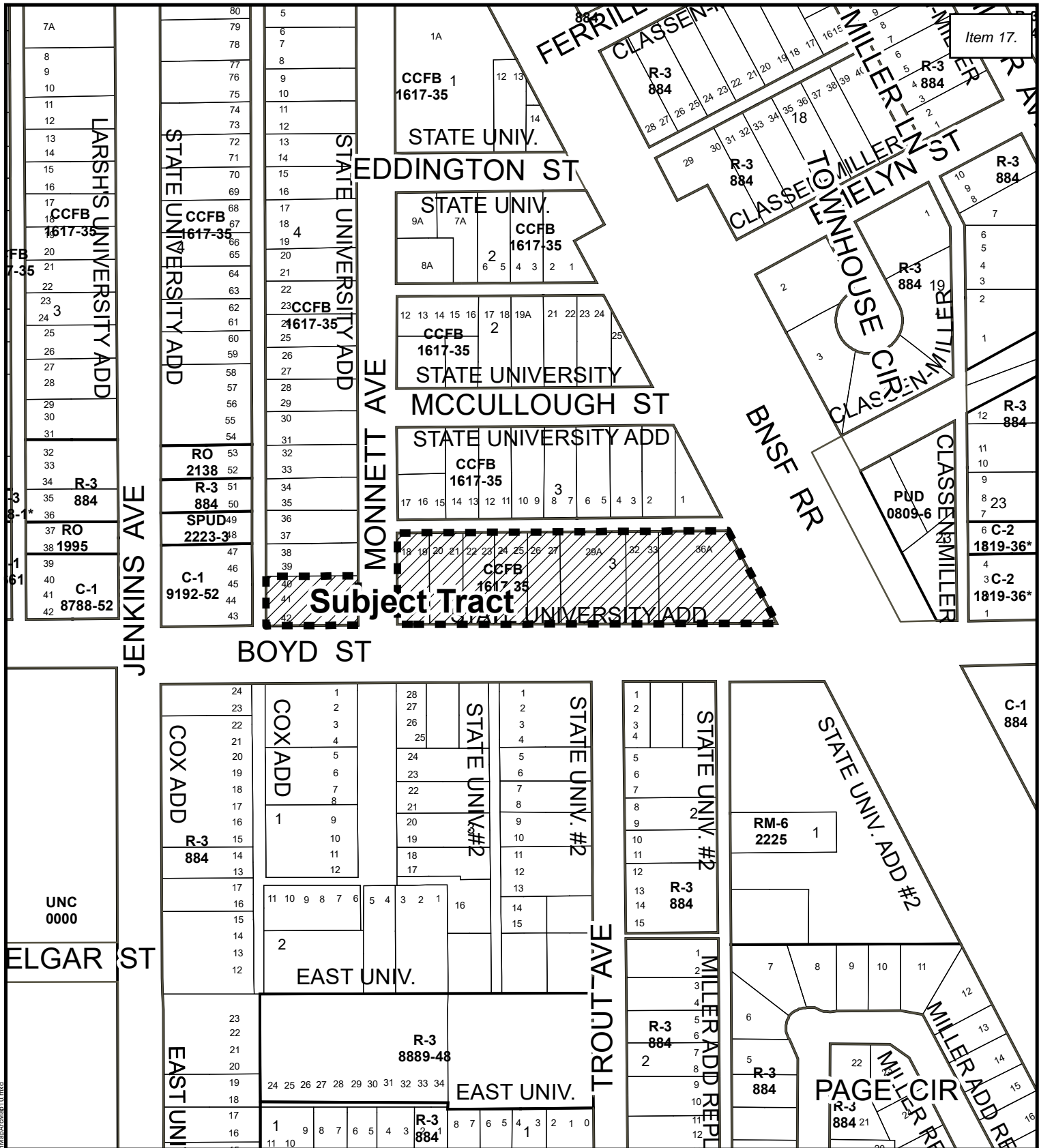
**REQUESTER:** City of Norman

**PRESENTER:** Anais Starr, Planner II

**ITEM TITLE:** Consideration of Approval, Acceptance, Rejection, Amendment, and/or Postponement of Ordinance No. O-2223-47: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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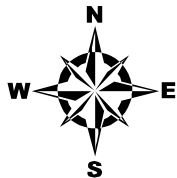
**ACTION NEEDED:** Recommend approval, acceptance, rejection, amendment, or postponement of Ordinance No. O-2223-47 to City Council.



# Location Map



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



May 16, 2023

0 100 200 Ft.



Subject Tract



ORDINANCE NO. O-2223-47

ITEM NO. 17

**STAFF REPORT**

**ITEM:** AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**BACKGROUND:**

On June 14, 2022, City Council adopted its most recent amendments to the Center City Form Based Code (CCFBC). These amendments to the CCFBC were forwarded to Planning Commission and City Council with a recommendation of support from the Center City Administrative Delay Ad Hoc Committee. The development community and staff have been working with this round of amendments for about a year and have found that corrections and clean-up of the document are needed. As a result, proposed is a revision to amend a portion of the Required Build Line (RBL) along the north side of Boyd Street developed.

Upon direction, City Staff prepared an ordinance amendment to Center City Form Based Code Regulating Plan Map. The proposed amendment will affect nine parcels along the north side of Boyd Street from the parcel on the northwest corner of Monnett Avenue and Boyd Street to the parcel located at the intersection of the BNSF Railroad right-of-way and Boyd Street. The attached Center City Form Based Code Regulating Plan Map reflects the proposed revision to change the existing RBL from nine (9') feet behind the front property line to three (3') feet behind the front property line.

**DISCUSSION:**

As mentioned, the development community and staff have been working with this round of amendments for about a year and have found that corrections and clean-up of the document are needed. The RBL for the subject area along the north side of Boyd Street is not consistent with the remainder of Boyd Street or other similar areas in the Center City. The proposed amendment to bring the RBL forward to three (3') feet behind the front property line would make this section of Boyd Street consistent with the remainder of Boyd Street, an important factor as the area continues to develop.

An aerial view of Boyd Street shows that structures in Campus Corner are built closer to the front property line than the existing RBL for the subject area. Moving the RBL forward will make future developments in-line with other structures further west on Boyd Street. Construction of buildings at or near the property line is one of the essential elements of the CCFBC. It furthers one of the specific goals of the Center City: to help create a walkable pedestrian-friendly atmosphere with mixed-use and residential developments along corridors.

The parcels with existing structures included within this proposed amendment constructed prior to the adoption of the CCFBC. These parcels would only be required to meet the proposed RBL if the property redevelops.

**CONCLUSION:**

Staff forwards this proposal for amendments to the CCFBC as Ordinance No. O-2223-47 for consideration by the Planning Commission and a recommendation to City Council.

## Ordinance No. O-2223-47

AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, TO AMEND THE CENTER CITY REGULATING PLAN MAP TO AMEND THE REQUIRED BUILD LINE ALONG THE NORTH SIDE OF BOYD STREET FROM A POINT STARTING WEST OF MONNETT AVENUE AND CONTINUING TO THE BNSF RAILROAD RIGHT-OF-WAY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

- § 1. That Section 36-540 of Chapter 36 of the Code of the City of Norman shall be amended so as to replace the Center City Regulating Plan Map located at 302.B., on p. 16 of the Center City Form Based Code document, shall be amended and replaced in a manner consistent with this ordinance.
- § 2. That the changes incorporated in the above Center City Regulating Plan Map alter the Required Build Line ("RBL") located along Boyd Street, starting at a point approximately 140 feet west of Monnett Avenue right of way, and continuing east to where the RBL meets the BNSF Railroad Right-of-Way boundary, where the center of said RBL will be located, going forward, three feet behind the respective southern property lines for each affected parcel or lot.
- § 3. That RBL relocation will occur upon the following described lots:
- Lot 42 in Block 4, of State University Addition, to Norman, Cleveland County, Oklahoma
- and
- Lots 18-36A in Block 3, of State University Addition, to Norman, Cleveland County, Oklahoma.

§ 4. 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 \_\_\_\_\_, 2023.

NOT ADOPTED this \_\_\_\_\_ day  
of \_\_\_\_\_, 2023.

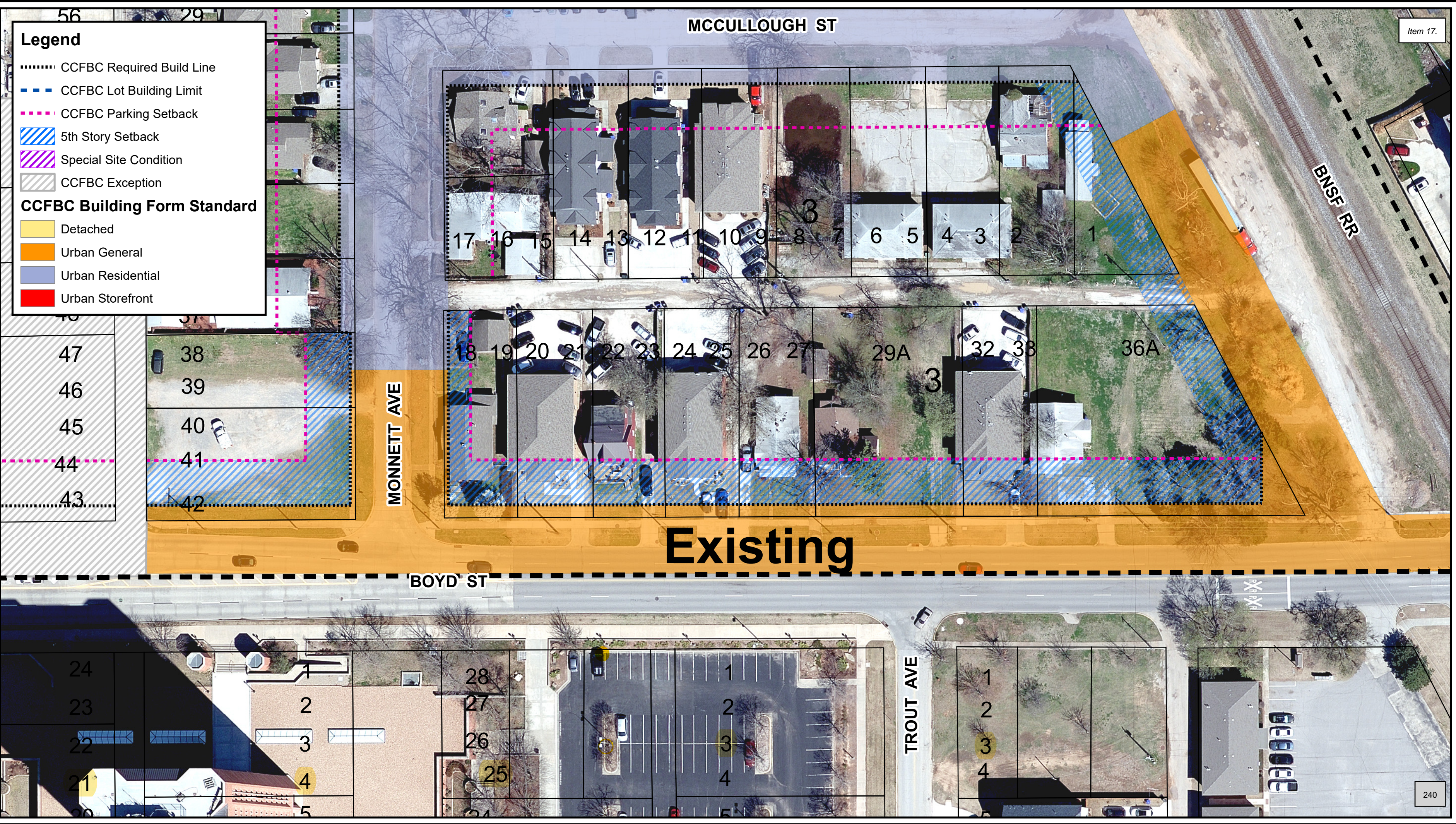
\_\_\_\_\_  
(Mayor)

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

ATTEST:

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





**Legend**

- ..... CCFBC Required Build Line
- - - CCFBC Lot Building Limit
- - - CCFBC Parking Setback
- [Blue Hatched Box] 5th Story Setback
- [Pink Hatched Box] Special Site Condition
- [Grey Hatched Box] CCFBC Exception

**CCFBC Building Form Standard**

- [Yellow Box] Detached
- [Orange Box] Urban General
- [Purple Box] Urban Residential
- [Red Box] Urban Storefront

MCCULLOUGH ST

MONNETT AVE

BOYD ST

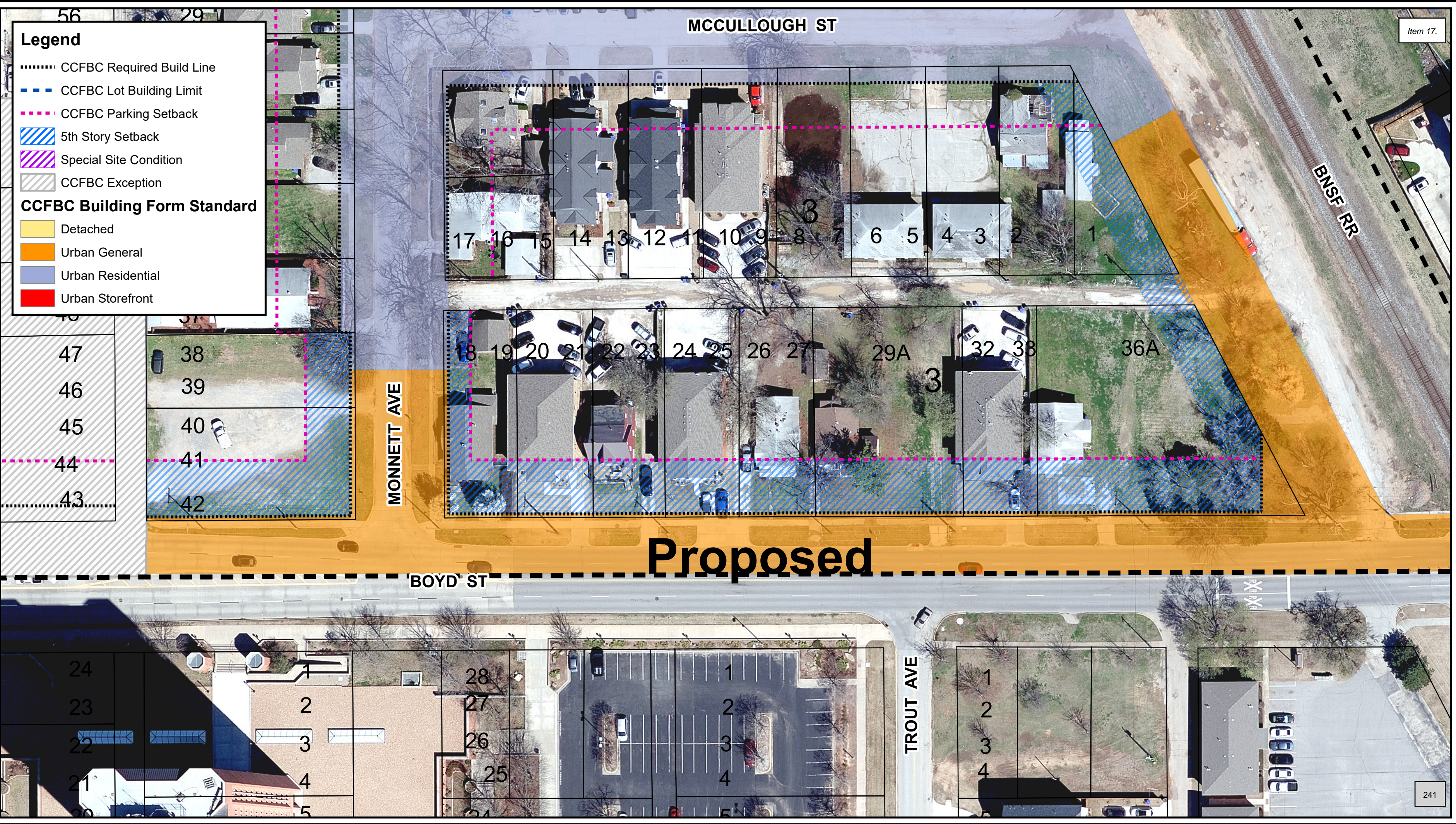
TROUT AVE

Existing

Item 17.

240





## Legend

- ..... CCFBC Required Build Line
- - - CCFBC Lot Building Limit
- - - CCFBC Parking Setback
- 5th Story Setback
- Special Site Condition
- CCFBC Exception

## CCFBC Building Form Standard

- Detached
- Urban General
- Urban Residential
- Urban Storefront

MCCULLOUGH ST

Item 17.

BNSF RR

MONNETT AVE

Proposed

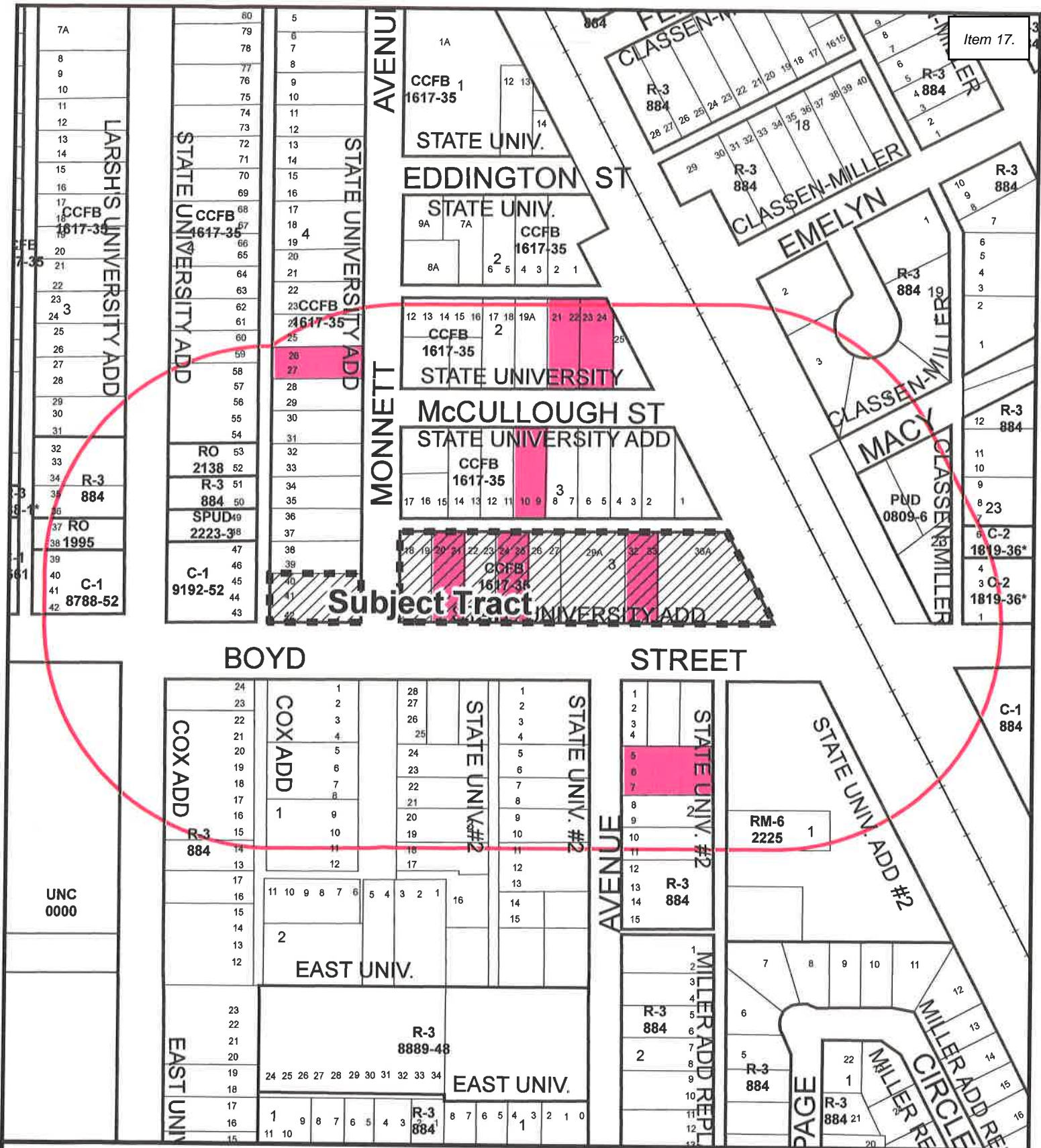
BOYD ST

TROUT AVE



Item 13 – Ordinance No. O-2223-47  
Protests as of June 7, 2023





# Protest Map



8.70% Protest Within Notification Area

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



0 100 200 Feet

June 7, 2023

- Subject Tract
- Notification Area
- Protest

**Gray Sea, LLC**  
**4104 Hidden Lake Circle, Moore, Ok 73160**  
**405-659-9374**

June, 4, 2023

To the Norman Planning Commission:

The purpose of this letter is to formally protest the amendment to the Center City Regulating Plan MAP for property generally located on the north side of Boyd Street from the west side of Monnett Street to the BNSF Railroad right-of-way, specifically, the change of existing required Build Line (RBL) to three (3) feet from the front property line.

As a property owner within these boundaries, we feel that the proposed change would provide a hazard to existing properties, primarily our property located at 301 E. Boyd. Residents use the driveway provided to park their vehicles. Our home sits back 25 feet from the front property line, and with the proposed changes would make sight lines impossible to see and extremely dangerous for our tenants backing out onto Boyd Street, restricting their view from the westbound traffic as well as pedestrian traffic on the sidewalks. Our home is a newer home, built in 2015, so this proposed change would be a concern to public safety and possible liability for many years to come, if passed.

Along with safety concerns, is the aesthetic consistency among the properties, that most do not find appealing.

Sincerely,



Charles M. Pierce, Member/Manager  
Gray Sea, LLC.

\_\_\_\_\_  
Kimber Lynn Cochran-Pierce, Member/Manager  
Gray Sea, LLC.

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23

To whom it may concern,

We are against any changes to the RBL along the corridor on Boyd St. from Monnett to the railroad tracks along the north side of Boyd st.



Rob Uhles

RU2 Properties, LLC

221 McCullough

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23

To whom it may concern,

We are against any changes to the RBL along the corridor on Boyd St. from Monnett to the railroad tracks along the north side of Boyd st.



Rob Uhles

RU2 Properties, LLC

215 E. Boyd

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23

6/5/23

TO WHOM IT MAY CONCERN:

Re: Change of Amendment

I am opposed to the amendment to change the existing RBL on Boyd Street from the west side of Monnett Street to the BNSF railroad right-of way.

223 McCullough LLC

A handwritten signature in black ink, appearing to read "Tammy McCown", is written over a horizontal line.

Tammy McCown  
Authorized signer for 223 McCullough LLC

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23

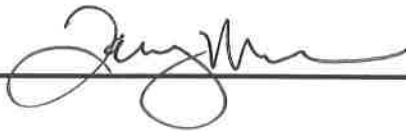
6/5/23

TO WHOM IT MAY CONCERN:

Re: Change of Amendment

I am opposed to the amendment to change the existing RBL on Boyd Street from the west side of Monnett Street to the BNSF railroad right-of way.

Emmijane LLC

A handwritten signature in black ink, appearing to read "Tammy McCown", is written over a horizontal line.

Tammy McCown  
Authorized signer for Emmijane LLC

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23

6/5/23

TO WHOM IT MAY CONCERN:

Re: Change of Amendment

I am opposed to the amendment to change the existing RBL on Boyd Street from the west side of Monnett Street to the BNSF railroad right-of way.

824 Monnett LLC

A handwritten signature in black ink, appearing to read "Tammy McCown", is written over a horizontal line.

Tammy McCown  
Authorized signer for 824 Monnett LLC

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23



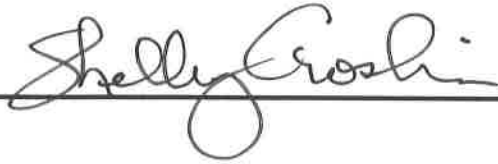
6/5/23

TO WHOM IT MAY CONCERN:

Re: Change of Amendment

I am opposed to the amendment to change the existing RBL on Boyd Street from the west side of Monnett Street to the BNSF railroad right-of way.

1011 Trout LLC

A handwritten signature in cursive script, reading "Shelby Croslin", is written over a horizontal line.

Shelby Croslin  
Authorized signer for 1011 Trout LLC

FILED IN THE OFFICE  
OF THE CITY CLERK  
ON 6/5/23