



CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069
Wednesday, December 11, 2024 at 5:30 PM

AGENDA

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

CALL TO ORDER

MINUTES

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

AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE MEETING
MINUTES OF OCTOBER 9, 2024.

AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE MEETING
MINUTES OF NOVEMBER 13, 2024.

REPORTS

2. CO-CHAIRS REPORT.
 - A. SUMMARY OF COMMENTS FROM COMMUNITY OPEN HOUSES AND COUNCIL UPDATE.
 - B. DISCUSSION OF COMMENTS FROM COMMITTEE MEMBERS REGARDING OPEN HOUSES AND COUNCIL UPDATES.
3. SUB-COMMITTEE CHAIR REPORTS.
4. RDG REPORT OUT ON PUBLIC ENGAGEMENT.

DISCUSSION ITEMS

5. REVIEW AND FINALIZE CHARACTER AREA POLICIES.
6. REVIEW THE AIM NORMAN TIMELINE FOR 2025.
7. DISCUSSION OF LAND USE DESCRIPTIONS.

MISCELLANEOUS COMMENTS

ADJOURNMENT



CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069
Wednesday, October 09, 2024 at 5:30 PM

MINUTES

(Version A – Presented by Staff)

The AIM Norman Comprehensive Plan Steering Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Multi-Purpose Room of the Adult Wellness & Education Center, on the 9th day of October, 2024, at 5:30 p.m., and notice of the agenda of the meeting were posted at the Norman Municipal Building at 201 West Gray, Adult Wellness & Education Center, 602 N. Findlay, and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

Inger Giuffrida called the meeting to order at 5:38 p.m.

PRESENT STEERING COMMITTEE MEMBERS

Amanda Nairn	Jim Adair
Charles Kuster	Lee Hall
Dan Bergey	Mitch Biesemeyer
Derek Rosendahl	Patrick Schrank
Inger Giuffrida	Richard McKown
Jayke Flaggert	Robert Castleberry

PRESENT PARTNERS

Chuck Thompson
Brian Holderread

ABSENT STEERING COMMITTEE MEMBERS

Alex Lanphere
Shavonne Evans

ABSENT PARTNERS

Andy Sherrer	Lawrence McKinney
Dan Schemm	Lucien Bridges
Derick Colwell	Nick Migliorino
John Johnson	Richie Splitt
Joyce Burch	Rod Cleveland
Julie Knutson	David Nimmo

MINUTES

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

Motion by Patrick Schrank to approve the AIM Norman Comprehensive Plan Steering Committee meeting minutes of September 11, 2024; **Second** by Lee Hall.

Dan Bergey expressed concerns regarding the level of detail included in the minutes, as well as a request for the attendance of Steering Committee members and Partners to be separated in the future. Discussion regarding the desired level of detail within minutes followed. It was established that future minutes should be produced, not verbatim, but by including details on the specifics of conversation held.

The motion passed unanimously with a vote of 12-0.

REPORTS

2. CO-CHAIRS REPORT.

Inger Giuffrida reported on the September 16th listening session that the Co-Chairs coordinated. Approximately 20-30 people attended to ask questions and express concerns regarding a perceived conflict of interest between the Turnpike and the Comprehensive Plan. Some common themes heard were:

- Residents feel overwhelmed by “everything happening at once (Turnpike, Rock Creek Entertainment District, and Comprehensive Plan).”
- The Comprehensive Plan should not show the turnpike on maps.
- Concern for the amount of perceived sprawl proposed in the Comprehensive Plan and fear for the loss of natural greenspace.
- Concerns about eminent domain as a result of the Comprehensive Plan. Co-chairs clarified that eminent domain will not be a result of the Comprehensive Plan.
- Feelings of mistrust towards City staff as a result of open record requests and subsequent social media distribution.
 - A perceived conflict of interest on behalf of consultant team Garver, who contract with the Oklahoma Turnpike Authority (OTA). Bret Cabiness, Garver, explained:
 - Garver is a large company with four offices in Oklahoma.
 - He has previously worked on the turnpike and with the OTA.
 - Garver is currently the corridor manager for the Turner Turnpike and design responsibilities for the Will Rogers Turnpike.
 - The AIM Norman consulting team does not have any design responsibilities with the planned routes in Norman.
 - When RDG/Garver were selected to be the consultants for the AIM Norman Comprehensive Plan, Cabiness recused himself from turnpike-related projects to work strictly with the Comp Plan.

Patrick Schrank updated the Steering Committee members on the Land Use working group’s work. He thanked Lee Hall, Richard McKown, Dan Bergey, Chuck Thompson, Robert Castleberry, and Mitch Biesemeyer for their efforts and informed the Committee that the group began on the west side of Norman and moved east discussing appropriate future land uses. There is still a lot of area, especially the core that they need to focus on. Schrank alluded to a future conversation for the Steering Committee regarding the 2045 Reserve.

3. SUB-COMMITTEE CHAIR REPORTS.

Amanda Nairn reported the Stormwater Sub-Committee will have their next meetings on October 15th and November 5th. Since the last meeting, they have been doing micro-committee work to be discussed at the October 15th meeting.

Bret Cabiness stated the Transportation Sub-Committee is tentatively scheduled to meet at the end of October. Consultants have been working on the document. Changes to the document must be made to accommodate the City Council decision regarding frontage roads along the proposed turnpike. An aviation micro-group meeting regarding the OU Aviation Master Plan resulted in policy recommendations to be discussed with the Sub-Committee.

Dan Bergey reported that the Water/Wastewater Sub-Committee will next meet on October 12th, and again in November. Current work focuses on scenarios for proposed Lift Station D.

Richard McKown stated that the Housing Sub-Committee met October 8th to review the draft Housing Plan. McKown stated the Sub-Committee recommended expanding upon information under Goal #3.

Lee Hall reported Parks staff are reviewing the Parks Plan, which is now available to Sub-Committee members for review before their next meeting in November.

Committee members had the opportunity to answer questions regarding the stormwater presentation from the September Steering Committee Meeting. A question about the influence of recharge areas was posed, with a recommendation from the Steering Committee that the recharge map be overlaid on the land use map, during planning, to ensure protection of these areas.

4. RDG REPORT OUT.

Amy Haase, RDG, provided a summary on the history of the 2045 Reserve Area of the Character Area Map:

- May – The Steering Committee worked in small groups, with one group making the recommendation for the 2045 Reserve to follow a more natural boundary. It was understood that there was a consensus amongst the Steering Committee behind this idea.
- June – The consultant team presented the Steering Committee with a map following a more natural boundary and solicited feedback via a mentimeter poll. Results of the poll and related discussion displayed that committee members felt the more natural boundary was appropriate, but that the eastern most boundary was too far east.
- July – The Consultant team held one-on-one meetings with Steering Committee members, met with staff, and developed the natural boundary 2045 Reserve Area which was then presented on a map in the September Steering Committee meeting.

Amy Haase reminded committee members of the draft status of the proposed 2045 Reserve Area and related Character Area Map. She explained that following the September meeting, City staff discussed how the Character Area Map could be simplified for clarity and ease of implementation.

Committee members requested information about the approval process for development projects and what role the Character Area Map would play in these processes. Haase

responded with information before stating that City staff will cover some of these concerns in the next item.

DISCUSSION ITEMS

5. UPDATE FROM STAFF REGARDING CONSOLIDATION OF CHARACTER AREA MAP.

Jane Hudson described the intent behind the simplification of the Character Area Map – to provide for clarity and improve implementation.

Destiny Andrews presented on Character Areas, including:

- How City staff developed the idea for this simplification in response to the Steering Committee’s desire to ensure preservation of the character of Norman,
- How Character Areas, Land Use, and Zoning and Subdivision Regulations work together in the development process,
- How character is being defined by the proposed AIM Norman Character Areas,
- A proposed, simplified Character Area Map reflective of these definitions,
- Possible updates to strengthen policies within the Character Area narratives, and
- An idea for a proposed Site Plan Review Ordinance which would require projects of certain scales or meeting specific parameters to adhere to the Character Area policies.

Jim Adair thanked staff for explaining everything and stated that the explanation was helpful. Adair expressed he felt the policies, as outlined in this manner, would allow City staff to describe how proposed projects do or do not meet the AIM Norman vision.

Committee members requested clarification on how Character Area policies can be enforced.

Lee Hall stated a desire to impact projects that do not go before City Council, posing a hypothetical where a project’s zoning is correct but the proposal is not reflective of Character Area policies. Staff responded with intent to reflect Character Area policies when updating the Zoning Code and Subdivision Regulations, as well as the potential Site Plan Review Ordinance’s potential to impact these situations.

Destiny Andrews described the intent of Character Areas to cultivate and maintain character over time, defined as how you move through an area, as well as the look and the feel of the built environment.

Dan Bergey and Amanda Nairn requested clarification on how stormwater management would be addressed in different areas of the City within the same Character Area. Staff responded that this would continue to be in line with current Character Area policies, in that they would be managed by the Stormwater Plan.

Amy Haase announced that an online survey as well as the presentation from Staff would be sent to Committee members following the meeting, and encouraged the Committee members to ask questions, and review materials when providing feedback.

MISCELLANEOUS COMMENTS

There was no miscellaneous comments.

ADJOURNMENT

Item 1.

The meeting was adjourned at 8:00pm.

Passed and approved this _____ day of _____ 2024.

Inger Giuffrida, Co-Chair



CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069
Wednesday, October 09, 2024 at 5:30 PM

MINUTES

(Version B – IGiuffrida Proposed Edits)

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Chuck Thompson
Brian Holderread

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4. RDG REPORT OUT.

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Committee members requested clarification on how Character Area policies can be enforced.

A committee member stated a desire to impact projects that do not go before City Council, posing a hypothetical where a project's zoning is correct but the proposal is not reflective of Character Area policies. Staff responded with intent to reflect Character Area policies when updating the Zoning Code and Subdivision Regulations, as well as the potential Site Plan Review Ordinance's potential to impact these situations.

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Committee members requested clarification on how stormwater management would be addressed in different areas of the City within the same Character Area. Staff responded that this would continue to be in line with current Character Area policies, in that they would be managed by the Stormwater Plan.

RDG announced that an online survey as well as the presentation from Staff would be sent to Committee members following the meeting, and encouraged the Committee members to ask questions, and review materials when providing feedback.

Committee members asked how the Character Area Map information, the revised map and corresponding policies yet to be seen, would be discussed before going to the community as part of the November workshops.

RDG shared the community workshops would be moved to December giving the Steering Committee time to review and discuss the revised Character Area Map and staff time to consolidate and revise the policies associated with each Character Area.

MISCELLANEOUS COMMENTS

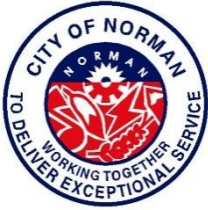
There was no miscellaneous comments.

ADJOURNMENT

The meeting was adjourned at 8:00pm.

Passed and approved this _____ day of _____ 2024.

Inger Giuffrida, Co-Chair



CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069
Wednesday, November 13, 2024 at 5:30 PM

MINUTES

The AIM Norman Comprehensive Plan Steering Committee of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session at the Adult Wellness & Education Center, on Wednesday, November 13, 2024 at 5:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

Shavonne Evans called the meeting to order at 5:34 p.m.

ROLL CALL

PRESENT STEERING COMMITTEE MEMBERS

- | | |
|-----------------|------------------|
| Alex Lanphere | Dan Bergey |
| Amanda Nairn | Charles Kuster |
| Inger Giuffrida | Jayke Flaggert |
| Lee Hall | Derek Rosendahl |
| Patrick Schrank | Jim Adair* |
| Shavonne Evans | Richard McKown** |

PRESENT PARTNERS

- Chuck Thompson
- Dan Schemm
- Scott Martin
- Brian Holderread***

ABSENT STEERING COMMITTEE MEMBERS

- Robert Castleberry
- Mitch Biesemeyer

ABSENT PARTNERS

- | | |
|-------------------|-----------------|
| Andy Sherrer | Lucien Bridges |
| Derick Colwell | Nick Migliorino |
| John Johnson | Richie Splitt |
| Joyce Burch | Rod Cleveland |
| Julie Knutson | David Nimmo |
| Lawrence McKinney | |

* Jim Adair arrived at 5:40 p.m.
 ** Richard McKown arrived at 5:45 p.m.
 *** Brian Holderread arrived at 5:40 p.m.

MINUTES

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

AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE MEETING
MINUTES OF OCTOBER 9, 2024.

The co-chairs requested that the minutes be postponed to the next meeting.

Dan Bergey thanked staff for correcting the minutes to show edits that had been requested at the previous meeting.

Motion by Amanda Nairn to postpone the minutes from the October 9, 2024 meeting to be approved at the December 12, 2024 meeting; **Second** by Patrick Schrank.

The motion to postpone passed unanimously with a vote of 10-0.

REPORTS

2. CO-CHAIRS REPORT.

A. UNDERSTANDING OF TIMELINE AND PROCESS.

Inger Giuffrida asked members if they are willing to serve on the Steering Committee until the middle of 2025.

Jayke Flaggert asked a question regarding the policy regarding absences since the committee will be extending the time they are serving. Beth Muckala, Assistant City Attorney, clarified that it is in the Resolution that they could be subject to removal if they miss more than two meetings but that the Council would vote on this item. Ms. Muckala also stated that this has not been done before.

Steering Committee members had consensus on continuing to serve until March 2025.

3. SUB-COMMITTEE CHAIR REPORTS.

Jim Adair reported on the Transportation Sub-Committee with a focus on: aviation, parking, transit, and bridges.

Lee Hall stated the Parks Sub-Committee hopes to have approval on the document in December.

Dan Bergey stated their next meeting for Water/Wastewater Sub-Committee will be in December. Mr. Bergey also went over the short term and long term plans. Additionally, he thanked his staff and consultants for all their hard work.

Amanda Nairn stated the Stormwater Sub-Committee has met twice since the last Steering Committee meeting. Some of the topics covered were the WQPZ Ordinance, policy recommendations that they want to see in the Stormwater Master Plan, and updates to the goals that were outlined in the 2009 Master Plan.

Richard McKown stated the Housing Sub-Committee had their final meeting and recommended their document to the Steering Committee for approval. He thanked staff and consultants for all their hard work.

4. RDG REPORT OUT ON PUBLIC ENGAGEMENT.

Amy Haase, RDG, reminded the Steering Committee members of the upcoming community engagements:

December 10th – 6:30-8:00pm at the YFAC, Young Family Athletic Center

December 11th – 11:00am-1:00pm at the Development Center, Conference Room A

DISCUSSION ITEMS

5. DISCUSSION REGARDING THE CHARACTER AREA MAP.

A. FEEDBACK FROM STEERING COMMITTEE MEMBERS TO STAFF PRESENTATION FROM OCTOBER MEETING.

B. CITY STAFF PRESENTATION ON CHARACTER AREAS.

Lora Hoggatt, Planning Services Manager, presented on the Character Areas and explained the differences between Character Areas, land use, and zoning.

Beth Muckala, Assistant City Attorney, explained that Character Areas are another tool in the land use plan. The Character Areas show another layer that applies the development principles in different areas of the City. It informs the regulations that Council will consider to place in the Subdivision Regulations and Zoning Ordinance updates.

Shannon Stevenson, Assistant City Manager, also stated that Character Areas become the most important in the interim where the City can have the plan adopted before getting the Zoning Ordinance updated.

Lora Hoggatt reviewed some general policy changes that were made across all the Character Areas.

Richard McKown stated in Classic Neighborhoods it is stated that all ground floor residential units should have a patio with sidewalk access to the primary street which would make an ADU impossible. Staff stated that they could add the words “primary structure” to clarify.

Steering Committee members had questions regarding how regulatory all the individual plans will be within the Comprehensive Plan. Ms. Haase explained that there are executive summaries for each Master Plan incorporated into the Land Use Plan.

Steering Committee members brought up that Stormwater is not writing policy but instead, making recommendations. They are not regulatory but guiding documents that will inform what regulations will be implemented.

Steering Committee members had some clarifying questions regarding the thought process behind lessening the number of Character Areas and if the items they wanted to protect would

still be protected. Staff responded that the more Character Areas there are, the more specific the policies would need to be even when they are right by each other.

Steering Committee members had concerns with having designation out east without a Zoning Ordinance to protect the WQPZ, Water Quality Protection Zone and the concern of leap frogging happening. Staff clarified that the current zoning regulations will still be in place during the interim to protect that from happening.

Staff brought up a few Corridor Character Areas

The first location is the Corridor Character Area along Indian Hills Road to extend to the furthest east interchange which would be 12th Ave NE and wanted to make sure the entire interchange is included.

The next location is the Corridors on Alameda and Highway 9. Staff previously heard that members wanted it to be pulled back to 48th instead of going out to the proposed turnpike.

Steering Committee members stated that 48th is a nice stopping point as 48th is a planned major corridor in the Transportation plan.

There was an overall consensus from the Steering Committee members on the consolidated map.

6. DISCUSSION REGARDING FLOODPLAIN REGULATIONS.

Jason Murphy, Stormwater Program Manager, presented on a few questions that were raised in regards to the Floodplain Ordinance. Currently the regulatory floodplain is the 100 year-flood and there were questions if it should be moved to the 500-year flood. Murphy stated there is no 500 year-flood plan and if there was one it could come with a lot of problems and changes.

Steering Committee members asked how often FEMA updates their floodplain map and how often it changes drastically. They update them once every 5 years and do so in sections depending on the watershed.

Steering Committee members had concerns in regards to the maps showing the WQPZ and the floodplain all together and suggested that they be labeled differently as they have different rules.

Scott Sturtz, Public Works Director, stated that the current floodplains are protecting more than we currently need and we should not change what is regulated by floodplain.

Inger Giuffrida asked if the Steering Committee members agreed on the Character Area Map with the ability to continue work on the language.

There was an overall consensus from the Steering Committee members on the Character Area Map.

7. DISCUSSION ON LAND USE WORKING GROUP PROGRESS.

A. LAND USE WORKING GROUP PRESENTATION OF CHANGES TO THE DRAFT LAND USE MAP.

B. RDG PRESENTATION REGARDING LAND USE WORKING GROUP CHANGES, INCLUDING CALCULATION ADJUSTMENTS.

Item 1.

Patrick Schrank explained what the Land Use Working Group changed on the Land Use Map.

Steering Committee members thanked the Working Group for all their hard work and clarity that the presentation gave.

Staff asked if there was overall consensus with the map as it is with a couple of edits.

There was an overall consensus from the Steering Committee members on the Land Use Map.

Staff encouraged Steering Committee members to review the Land Use definitions and give any edits to staff.

Steering Committee members suggested the aquifer recharge map overlay on the Land Use Map.

MISCELLANEOUS COMMENTS

Amy Haase went over the December meetings including the Open Houses and Steering Committee meeting.

Steering Committee members asked questions regarding the Open Houses and how they are advertised and if the Steering Committee members should attend. Staff explained the various outreach methods used to advertise and encouraged Steering Committee members to attend.

ADJOURNMENT

The meeting was adjourned at 8:00pm

Passed and approved this _____ day of _____ 2024.

Inger Giuffrida, Co-Chair