CITY OF NORMAN, OK
CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, November 24, 2026 at 6:30 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.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN PARKING AND TRANSIT AUTHORITY

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 4 minutes per person per item. There will be no yielding of time to another person. Sign up does not guarantee you will get to speak if the allotted time for that item has already been exhausted. If there is time remaining after those registered to speak have spoken, persons not previously signed up may have the opportunity to speak. Comments received must be limited to the motion on the floor only.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-26: A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, DECEMBER 6, 2026, AS ZONTA SAYS NO TO VIOLENCE AGAINST WOMEN DAY IN THE CITY OF NORMAN.

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-27: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SMALL BUSINESS SEASON AND SATURDAY, NOVEMBER 28, 2026, AS SMALL BUSINESS SATURDAY IN THE CITY OF NORMAN.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 3 through Item 25 be placed on the consent docket.

APPROVAL OF MINUTES

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

   CITY COUNCIL STUDY SESSION MEETING MINUTES OF AUGUST 4, 2026, AND NOVEMBER 3, 2026.

   CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF SEPTEMBER 3, 2026, AND OCTOBER 1, 2026.

APPOINTMENTS

4. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

   DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT TWO
   TERM: 11-24-26 TO 04-10-29, JONATHAN KERN – WARD 8
   TERM: 11-24-26 TO 04-10-29, DAVID KINNARD – WARD 4

First Reading Ordinance

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-17 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING SECTION 4-511 TO THE CODE OF ORDINANCES TO PROHIBIT THE RETAIL SALE, OFFER OR DISPLAY FOR SALE, OR OTHER TRANSFER FOR CONSIDERATION OF DOGS OR CATS BY OR THROUGH COMMERCIAL PET STORES, SUBJECT TO AN EXCEPTION FOR ADOPTION PARTNERSHIPS WITH ANIMAL CARE FACILITIES AND ANIMAL RESCUE ORGANIZATIONS; PROVIDING FOR THE SEVERABILITY THEREOF; AND DECLARING AN EMERGENCY.

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

8. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-24 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY MANAGER AS PROVIDED BY ARTICLE XVII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Reports/Communications

9. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF OCTOBER 2026.

10. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF OCTOBER 31, 2026, AND DIRECTING THE FILING THEREOF.

11. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A REQUEST FROM THE NORMAN HOUSING AUTHORITY TO WAIVE THE PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF $24,048.25, FOR FISCAL YEAR ENDING (FYE) 2026.

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TAX INCREMENT FINANCE DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2025, TO JUNE 30, 2026.

Surplus/Obsolete Items

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

Authorization for Purchase

15. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE PURCHASE OF BUILDINGS AND CONTENTS INSURANCE FOR THE CITY OF NORMAN FROM AFFILIATED FM INSURANCE COMPANY IN THE AMOUNT OF $742,460 FOR THE PERIOD OF DECEMBER 1, 2026, TO DECEMBER 1, 2027.

Settlement

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT OF LUCAS SANTOS ORTIZ IN THE AMOUNT OF $30,000.00 TO RESOLVE HIS TORT CLAIM FILED JANUARY 12, 2026.

Donation

17. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/ OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $23,321.00 FROM THE OKLAHOMA CONSERVATION COMMISSION FOR THE BISHOP CREEK ECO PARK RAIN GARDEN AND APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

Easement

18. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-40 AND E-2627-41: PERMANENT ROADWAY EASEMENT E-2627-41 AND TEMPORARY DRIVEWAY EASEMENT E-2627-40; AND THE FILING THEREOF IN THE AMOUNT OF $1,300.00 FOR THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AS OUTLINED IN THE STAFF REPORT. (WARD 4 AND 7)

Final Plat

19. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-8: A REPLAT FOR LOT 5, BLOCK 1, UNIVERSITY NORTH PARK, SECTION XXI, A PLANNED UNIT DEVELOPMENT, (LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.W. AND ROCK CREEK ROAD) (WARD 8).

Certificate of Survey

20. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2627-3: FOR MIRACLE ACRES AND EASEMENT E-2627-39 (LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF 96TH AVENUE S.E. AND ETOWAH ROAD) (WARD 5).

Contracts

21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-2223-55: BY AND BETWEEN THE CITY OF NORMAN AND GARVER, L.L.C., FOR THE DESIGN ENGINEERING OF THE 24TH AVENUE NE WIDENING PROJECT FROM ROCK CREEK ROAD TO TECUMSEH ROAD IN THE AMOUNT OF $205,385.00 FOR THE 2019 BOND PROJECT AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARD 6)

22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 262722 AND CONTRACT K-2627-20: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND DC WELL SERVICES OF OKLAHOMA, L.L.C., IN THE AMOUNT OF $1,908,861.00, PERFORMANCE BOND B-2627-25, STATUTORY BOND B-2627-26, AND MAINTENANCE BOND MB-2627-13 FOR REDRILLING OF PRODUCTION WELL 46 AND DRILLING NEW PRODUCTION WELL 71.

23. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 2627-8 AND CONTRACT K-2627-54: BY AND BETWEEN THE CITY OF NORMAN AND CIMARRON CONSTRUCTION CO., L.L.C., IN THE AMOUNT OF $3,959,304.00 FINDLAY AVENUE STORM SEWER REPLACEMENT PROJECT, PERFORMANCE BOND B-2627-36; STATUTORY BOND B-2627-37; MAINTENANCE BOND MB-2627-19; AND RESOLUTION R-2627-34 GRANTING TAX-EXEMPT STATUS AS OUTLINED IN THE STAFF REPORT.

Resolutions

24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONMENT OF RESOLUTION R-2627-71: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $307,044 FROM THE GENERAL FUND BALANCE FOR THE ADDITION OF THREE (3) NEW FIREFIGHTER POSITIONS.

25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-72: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERING $10,000 FROM THE CAPTIAL FUND BALANCE TO THE STREET DEPARTMENT YARD RELOCATION PROJECT FOR PRELIMINARY COSTS AND FACILITY PLANNING NEEDS.

NON-CONSENT ITEMS

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-13 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4)

Second Reading Ordinance

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTUAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-2 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-10 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSURE OF SPECIFIC FIFTEEN-FOOT (15') WIDTH UTILITY EASEMENT LOCATED WITHIN LOT 1, BLOCK 1, VICKSBURG VILLAGE, A REPLAT OF LOT 11, BLOCK 3, JAMESTOWN ESTATES NO. 3 ADDITION. (LOCATED AT 200 VICKSBURG DRIVE (WARD 8).

30. CONSIDERATION OF ADPOTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

31. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-11 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-53: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-12 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

34. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-5: PRELIMINARY PLAT FOR THE RETREAT AT NORMAN, A PLANNED UNIT DEVELOPMENT, LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF STATE HIGHWAY NINE (9) AND 12TH AVENUE S.E. (WARD 7)

35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-15 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 2-318, 2-319, AND 2-320 OF THE NORMAN CITY CODE TO INCREASE THE NUMBER OF MEMBERS APPOINTED TO THE ECONOMIC DEVELOPMENT ADVISORY BOARD, ENSURING WARD-SPECIFIC REPRESENTATION, EXPANDING SPECIFIED EXPERTISE FOR A MAJORITY OF THE MEMBERS, AND ADDING TO THE DUTIES AND POWERS OF THE BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

36. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-70: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REAFFIRMING ITS COMMITMENT IN BUILDING AN INCLUSIVE COMMUNITY BY ENSURING ALL RESIDENTS, TO INCLUDE THE IMMIGRANT COMMUNITY, ARE TREATED BY THE CITY WITH RESPECT AND DIGNITY, ARE PROVIDED EQUAL ACCESS TO PUBLIC INFORMATION AND RESOURCES, ARE TREATED JUSTLY THROUGH DUE PROCESS AND BY REAFFIRMING THE RIGHT OF THE PEOPLE TO PEACEABLY ASSEMBLE, AND TO PETITION THE GOVERNMENT FOR A REDRESS OF GRIEVANCES AS GUARANTEED BY THE FIRST AMENDMENT.

37. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the Council as a whole and limited to four minutes or less.

ADJOURNMENT

File Attachments for Item:

1. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P2627-26: A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, DECEMBER 6, 2026, AS ZONTA SAYS NO TO VIOLENCE AGAINST WOMEN DAY IN THE CITY OF NORMAN.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Deanna Shackelford, Zonta Club President

PRESENTER: Stephen T. Holman, Mayor

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-26: A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, DECEMBER 6, 2026, AS ZONTA SAYS NO TO VIOLENCE AGAINST WOMEN DAY IN THE CITY OF NORMAN.

Proclamation

P-2627-26

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAMING DECEMBER 6, 2026, AS ZONTA SAYS NO TO VIOLENCE AGAINST WOMEN DAY IN THE CITY OF NORMAN.

§ 1. WHEREAS, violence against women and girls is a widespread human rights violation that affects individuals across all cultures and socioeconomic backgrounds, undermines their safety and dignity, and can have lasting physical and emotional effects; and

§ 2. WHEREAS, the World Health Organization estimates that one in three women worldwide has experienced violence, highlighting the widespread impact of gender-based violence on women and girls; and

§ 3. WHEREAS, millions of women and girls worldwide continue to face challenges related to early marriage, exploitation, and harmful traditional practices, with more than 650 million women alive today having been married before the age of 18; and

§ 4. WHEREAS, the United Nations Office on Drugs and Crime identifies sexual exploitation as a leading form of human trafficking; and

§ 5. WHEREAS, Zonta International, a global organization of more than 27,000 members in 65 countries, has worked for over 100 years to advance gender equality and end violence against women and girls; and

§ 6. WHEREAS, during the annual 16 Days of Activism, the Zonta Club of Central Oklahoma joins Zonta clubs worldwide in the *Zonta Says NO to Violence Against Women* campaign, promoting awareness, stronger protections, and changes in attitudes and behaviors to prevent gender-based violence.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

§ 7. Do hereby proclaim Sunday, December 6, 2026, as Zonta Says NO to Violence Against Women Day in Norman and encourage all residents to raise awareness, support survivors, and take action to prevent gender-based violence.

PASSED AND APPROVED this 24th day of November 2026

_____
Mayor Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P2627-27: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SMALL BUSINESS SEASON AND SATURDAY, NOVEMBER 28, 2026, AS SMALL BUSINESS SATURDAY IN THE CITY OF NORMAN.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Sara Kaplan, Chief Business & Community Relations Officer

PRESENTER: Stephen T. Holman, Mayor

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-27: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SMALL BUSINESS SEASON AND SATURDAY, NOVEMBER 28, 2026, AS SMALL BUSINESS SATURDAY IN THE CITY OF NORMAN.

Proclamation

P-2627-27

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SMALL BUSINESS SEASON AND SATURDAY, NOVEMBER 28, 2026, AS SMALL BUSINESS SATURDAY IN THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman, Oklahoma, recognizes that small businesses are essential to our unique culture and local economy, driving job creation and community investment; and

§ 2. WHEREAS, national data confirms the power of small businesses, with over 36 million small businesses creating most of the nation's new jobs and keeping an estimated 68 cents of every dollar spent with the local community; and

§ 3. WHEREAS, while the highly effective Small Business Saturday has been celebrated on the Saturday after Thanksgiving since 2010, the City of Norman recognizes the need for sustained support; and

§ 4. WHEREAS, to maximize the impact for our local businesses, we are encouraging residents to "Keep the Cheer Here" during "Small Business Season," by shopping, dining, and utilizing local services; and

§ 5. WHEREAS, Norman, Oklahoma, is dedicated to supporting and celebrating these businesses which preserve our city's character and vitality.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

§ 6. Do hereby proclaim the period of November through December 2026 as "SMALL BUSINESS SEASON", with an emphasis on Saturday, November 28, 2026, as Small Business Saturday in the City of Norman, Oklahoma, and urge the residents to enthusiastically Shop Small throughout Small Business Season and continue this vital support all year long.

PASSED AND APPROVED this 24th day of November, 2026.

_____
Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

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

CITY COUNCIL STUDY SESSION MEETING MINUTES OF AUGUST 4, 2026, AND NOVEMBER 3, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF SEPTEMBER 3, 2026, AND OCTOBER 1, 2026.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

CITY COUNCIL STUDY SESSION MEETING MINUTES OF AUGUST 4, 2026, AND NOVEMBER 3, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF SEPTEMBER 3, 2026, AND OCTOBER 1, 2026.

CITY OF NORMAN, OK
CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, September 03, 2026 at 4:00 PM

MINUTES

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

MEMBERS PRESENT

Councilmember Ward 8 (Chair) Scott Dixon
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Trey Kirby
Councilmember Ward 2 Jacy Deck

OTHERS PRESENT
Mayor Stephen Tyler Holman
Councilmember Ward 5 Kyle Steele
Councilmember Ward 3 Robert Bruce
Councilmember Ward 2 Jacy Deck
Darrel Pyle, City Manager
Jamie Meyer, City Clerk,
Kevin Foster, Police Chief
Travis King, Fire Chief
Chris Mattingly, Director of Utilities
Rick Knighton, City Attorney,
Jane Hudson, Planning and Community Development Director
Sandra Simeroth, Administrative Technician III

AGENDA ITEMS

1. DISCUSSION REGARDING THE POTENTIAL DEANNEXATION OF PROPERTY EAST OF 60TH AVENUE AND THE ASSOCIATED IMPACTS TO THE CITY OF NORMAN.

   Mr. Rick Knighton, City Attorney, presented information regarding the potential deannexation of property east of 60th Avenue, a topic previously identified during the City Council 2025 and 2026 Retreat as a discussion item. Mr. Knighton reviewed the statutory process for deannexation pursuant to 11 O.S. § 21-110, including the ability of Council to approve detachment by a simple majority vote or through a petition process initiated by affected property owners.

   Mr. Knighton discussed the potential legal, financial, and operational impacts of deannexation, including the transfer of governmental jurisdiction to Cleveland County, changes in public safety responsibilities, impacts to municipal services, and the potential loss of sales, use, and property tax revenues. He explained that property owners in detached areas would generally no longer be responsible for certain municipal bond obligations unless associated with public improvements constructed on their property.

   Mr. Knighton reviewed estimated annual expenditures of approximately $6.6 million for City services east of 60th Avenue, including approximately $3.5 million for fire services, $1.9 million for police services, and additional expenditures associated with public works, sanitation, parks and recreation, and other municipal services. He also reviewed estimated tax revenues generated within the affected area and discussed potential impacts to existing bond obligations and the City's sinking fund.

   Council discussed the potential effects on emergency response times, fire protection ratings, staffing, sanitation services, roadway and bridge maintenance, infrastructure investments, and future capital improvements. Staff explained that deannexation could reduce certain service obligations; however, existing automatic aid agreements, infrastructure needs, and financial commitments would require further evaluation.

   Council also discussed the potential impacts to land use regulations, zoning, development oversight, and protection of the Lake Thunderbird watershed. Questions were raised regarding the City's ability to maintain regulatory protections if the affected properties were transferred to Cleveland County jurisdiction.

   Additional discussion included the potential effects on population, ward boundaries, municipal assets, water rights, and existing public facilities. Mr. Knighton explained that deannexation would require consideration of ward boundary adjustments prior to the effective date of any ordinance. Staff also discussed the City's ability to retain ownership of municipal property located outside its corporate limits and potential options for transferring or repurposing public safety facilities.

   Several Councilmembers expressed concerns regarding the potential consequences of deannexation, including impacts to municipal services, affected residents, land use regulations, and existing infrastructure. Council also discussed the possibility of surveying affected residents and property owners to determine their level of support or opposition.

Item 1, continued

Following discussion, Council expressed no desire to pursue deannexation further. There was no consensus to schedule additional discussions, conduct a survey, or direct Staff to prepare any documents or proposals related to deannexation.

No formal action was taken.

ADJOURNMENT

The meeting was adjourned at 5:41 p.m.

ATTEST:

City Clerk

Mayor

CITY OF NORMAN, OK
CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, October 01, 2026 at 4:00 PM

MINUTES

The Business and Community Affairs Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, October 1, 2026 at 5:00 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.

CALL TO ORDER

Chair, Scott Dixon called the meeting to order at 4:00 p.m.

MEMBERS PRESENT

Councilmember Ward 2, Jacy Deck
Councilmember Ward 4, Helen Grant
Councilmember Ward 5, Trey Kirby
Councilmember Ward 8, Scott Dixon, Chair

OTHERS PRESENT

Mr. Darrel Pyle, City Manager
Ms. Kathryn Walker, Deputy City Attorney
Mr. Taylor Johnson, Transit & Parking Program Manager
Mr. Scott Martin, President Norman Chamber of Commerce
Ms. Liddie Jester, Admin Tech III, City Clerk
Ms. Jamie Meyer, City Clerk
Ms. Katherine Griffith, Admin Tech III, City Clerk

AGENDA ITEMS

1. DISCUSSION ON UPDATING THE ORDINANCE FOR THE ECONOMIC DEVELOPMENT ADVISORY BOARD

Ms. Kathryn Walker, City Attorney presented proposed amendments to the ordinance governing the Economic Development Advisory Board (EDAB) regarding board membership, ward representation, and responsibilities.

The proposed ordinance would increase the membership of EDAB from seven to nine members and the number of members required to have relevant expertise from four to five, maintaining a majority of members with appropriate expertise. Under the proposed amendments eight members would be appointed to represent specific wards, with the ninth member appointed at large and all members would be required to reside within Norman city limits.

The amendments would update the quorum provisions to reflect the board's proposed increase from seven to nine members. Ms. Walker also proposed adding language addressing EDAB's to review the economic and risk analysis prepared for proposed TIF projects and make a recommendation on each.

The initial appointments would prioritize wards not currently represented. If the ordinance were adopted under the anticipated schedule, it could take effect at the end of December, allowing additional appointments for vacancies to be made in January. Subsequent vacancies would be filled according to the remaining ward specific requirements.

Councilmember Steele expressed support for retaining existing board members during the transition while ensuring members remain subject to the eligibility and removal requirements applicable to all city boards and commissions. He proposed revising to temporarily increase board membership from nine to eleven members and allowing appointments to represent the four current unrepresented wards, one, two, five and seven, while retaining existing members. Councilmembers are asking the City Attorney to prepare the legal language provisions.

Councilmember Bruce expressed concerns about temporarily increasing EDAB to 11 members and suggested increasing the requirement to six or seven members out of nine to accommodate the proposed board increase and not reducing the proportion of members required to have relevant expertise.

Councilmembers asked whether the existing attendance requirement would remain in effect, Ms. Walker confirmed any member missing three consecutive, regularly scheduled meetings is subject to removal. EDAB moved to meeting on an as-needed basis, but discussions have been had with the board chair about returning to a more regular meeting schedule, even if some meetings would need to be canceled. A regular schedule can help members reserve meeting dates, plan for meetings and increase attendance.

Item 1, continued

Councilmembers expressed support for temporarily moving the committee to 11 members to allow more time to recruit qualified applicants while preserving institutional knowledge for transitioning new appointees into committee work and responsibilities. Ms. Walker noted similar challenges have arisen with other city committees when trying to obtain representation from every ward. She suggested the ordinance could include a provision allowing the Mayor, with council consent, to select an alternative appointee, if no qualified applicants were available from a particular ward.

Councilmember Kirby supported broadening qualifications beyond formal educational credentials, noting individuals without college degrees may possess practical expertise and business experience to broaden the pool of qualified applicants.

Staff noted the existing ordinance identifies suitable knowledge and experience for the board as background in economics, business, finance, law, policy analysis, and community development. Councilmembers emphasized that appointees should understand the board responsibilities and provide meaningful contributions to the necessary work.

Councilmembers favored leaving seats vacant and not filling with an applicant from another ward when no qualified applicant is available in a particular ward. Councilmembers also expressed support for increasing the expertise requirement from five members to seven, particularly if the board was expanded to eleven members. Councilmembers emphasized the primary obstacle to filling some positions might be applicants' willingness and availability to serve rather than a lack of expertise.

Councilmember Steel asked if the board could operate with an even number if a qualified applicant could not be found for a particular position. Ms. Walker responded an even-numbered board was not necessarily problematic for an advisory committee. In cases where a vote resulted in a tie, meeting minutes and summaries could reflect the discussion and concerns for Council even if the board did not reach a majority decision.

Ms. Walker stated the ordinance was scheduled to be considered on October 27, 2026 at the City Council study session then move proposed amendments forward for consideration on the November Council agenda.

Ms. Walker said following adoption, the ordinance would become effective after the applicable 30-day period. The application will be posted on the city website along with information to encourage people to apply, with applications taken until membership is filled. It was also suggested to leave ward positions vacant until a suitable applicant applies and is appointed. The goal is to have appointments made as early as January 2027 and a meeting arranged quickly so the new board could resume work, including consideration of the sales tax rebate matters.

Ms. Walker noted there was no consensus regarding the proposed temporary increase to eleven members, but there appears to be support for additional categories of relevant experience, including small business ownership and home-based business operations.

Item 1, continued

The current draft identified suitable and appropriate knowledge and/or experience in economics, business, finance, law, policy analysis, and community development as relevant qualifications. Committee members discussed whether individuals involved in local business associations, including organizations serving downtown and Campus Corner businesses, could qualify for appointment.

Councilmembers expressed mixed views about expanding the board. Some favored maintaining nine members and allowing ward-specific representation to develop as existing terms expired. Others considered a temporary increase reasonable if it would facilitate the transition.

Councilmembers emphasized the importance of qualified appointments for advancing local business activity and increasing the City's economic opportunities and revenue.

Ms. Walker indicated that the language could be revised to expressly include small business ownership and other relevant experience, including potential involvement of local business association experience like Downtowners and Campus Corner was discussed.

Ms. Walker noted the City does not impose explicit experience requirements on every board or commission, but stated the revised ordinance could provide greater clarity regarding the qualifications expected of EDAB members.

She said current board members include a small business owner, an economics professor, bankers, and attorneys, and the existing membership generally possess relevant experience.

Members requested future meeting minutes reflect votes as it is important for council to understand how differing perspectives and positions impact board recommendations. Ms. Walker said the committee votes are generally recorded as applicable and confirmed staff would ensure pertinent information is documented in meeting minutes.

Ms. Walker said she would be happy to make whatever changes council requests. She said the ordinance would be revised to address feedback, including increased expertise requirements, consideration of additional qualification categories and draft language for a process for addressing vacancies when qualified applicants were unavailable for a specific ward.

Ms. Walker recognized there were differing views on increasing the required number of members and proposed preparing alternative language for leaving at membership at nine or increasing to eleven and draft language to address situations when a qualified applicant could not be found for a particular ward. She indicated alternatives would be brought back for review by Councilmembers at the October 27, 2026 City Council Study Session before going to council for final approval

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2. DISCUSSION REGARDING POTENTIAL CONFLICTS OF INTEREST AMONG CITY-APPOINTED BOARD, COMMSSION, AND COMMITTEE MEMBERS INVOLVED IN LITIGATION AGAINST THE CITY OR ITS PUBLIC TRUSTS

Ms. Kathryn Walker, City Attorney gave a presentation on potential conflict of interests involving city appointed board, commission and committee members who are parties to litigation against the City of Norman or one of its public trusts. The City has more than thirty boards, commissions, and committees, all of which are required to comply with the City's ethics policy adopted in approximately 2009.

Ms. Walker said the existing policy contains conflict-of-interest provisions like those applicable to City Councilmembers.

Under the existing policy:

- Actual conflicts of interest: Member with direct financial interest in the outcome of a matter being considered must recuse themselves.
- Potential or indirect conflicts of interest: Member must disclose the conflict but may continue participating in discussion and voting under the existing policy.
- Ethics acknowledgment: Newly appointed members generally receive a presentation on the ethics policy and are required to sign an ethics pledge.

Ms. Walker explained an exception applies to certain ad hoc committees because members are often appointed specifically because they have an interest in or are affected by the subject under consideration.

Neither the existing code nor the ethics policy expressly prohibits a person from serving on a city appointed board or committee solely because their involved in litigation against the City. Ms. Walker stated the City encountered an increasing number of situations in recent years involving board and committee members who were parties to lawsuits against the City in various circumstances.

The councilmembers asked if involvement in litigation against the City should constitute a conflict of interest and, if so, how the situation should be addressed through City codes and/or ethics policy.

Councilmembers asked whether other municipalities had faced legal challenges from individuals removed from committees because they sued the municipality, Ms. Walker stated she was not aware of any such lawsuits and explained city committee membership is not an entitlement, but public service subject to established qualifications and not a place for individual agendas.

Councilmembers raised questions about protecting constitutional rights, including First Amendment rights, while establishing appropriate ethical standards for appointed service.

Ms. Walker said City Council has authority under existing codes to remove members from boards and commissions through the applicable process. Although the authority had not commonly been used in such circumstances, a clearly defined rule could help

prevent contentious, case-by-case disputes. It was discussed whether additional disclosure, eligibility, participation, or removal provisions should be adopted.

Ms. Walker said the committee could establish a specific restriction by adding a code provision addressing qualifications for board and commission membership. She distinguished between cases where a member's litigation against the City was unrelated to their committee duties and cases where the member's legal representation or litigation involved the same subject matter addressed by the committee. The committee would need to determine where the appropriate boundary should be drawn.

Ms. Walker explained the legal analysis would depend on the nature of the committee and applicable rules governing appointment.

Councilmember Gandesbery suggested the City consider requiring appointed members involved in pending litigation against the City to temporarily step away from committee responsibilities. Councilmembers discussed concerns regarding the possibility a committee seat could remain vacant for an extended period while litigation proceeded. Councilmembers expressed reservations about applying a blanket restriction for people involved in litigation against the City when there is no committee relationship.

Ms. Walker explained under the existing ethics policy, a member who had a conflict involving a matter under consideration would be required to recuse themselves when the applicable conflict-of-interest provisions were triggered.

Councilmembers asked about the number of individuals currently serving on City boards and committees who are involved in pending litigation against the City. Ms. Walker indicated she had not completed a comprehensive review but estimated five or more individuals might be involved in active litigation, including recently appointed members and individuals serving on existing committees.

The committee discussed whether litigation updates had been included in meeting agendas and Ms. Walker explained in some instances, committees had requested updates and the matters had been placed on the agenda. In the referenced instance, the committee received information from both the Finance Director and a committee member.

Councilmember Bruce emphasized committee chairs should ensure meetings remain focused on their assigned duties and unrelated litigation discussions should not be introduced into meetings. Committee members should not use their positions to provide personal updates about litigation or discuss matters outside authorized committee responsibilities. Councilmembers acknowledged volunteer committee members may find it difficult to redirect discussions involving contentious legal matters and recognize City staff are there to assist chairs to keep discussions on topic through clear agendas, effective chairing and ensuring committees focus on matters they are authorized to consider.

Item 2, continued

Councilmember Deck asked if discussions pertaining to litigation involving the City can be restricted during board, commission, and committee meetings, rather than restricting individual members involved in lawsuits. Ms. Walker said the City could incorporate a clear litigation prohibition into its ethics or committee policies.

Councilmember Grant expressed support for a proposal to remove litigation discussions from committee meetings, except for City staff updates when requested by a committee. The City Attorney's Office indicated the City could consider codifying additional restrictions concerning litigation discussions.

The committee considered several potential approaches to addressing litigation-related concerns involving city-appointed board, commission, and committee members while maintaining opportunities for qualified residents to participate in public service while ensuring that committee meetings remain focused on authorized business.

Councilmembers discussed the process for reporting possible ethics violations or inappropriate conduct. Staff explained that complaints may be directed to the City Clerk, who can consult with the City Attorney's Office as appropriate.

Staff noted that complaints have generally been resolved through internal discussion and reminders regarding committee procedures, agenda requirements, and applicable rules. No formal removal process had been necessary in previous situations. Councilmembers emphasized the importance of ensuring staff supporting boards and committees feel empowered to intervene when discussions stray from the posted agenda or the committee's authorized responsibilities.

Councilmembers support communicating substantial concerns, including serious or repeated violations and avoiding unnecessary reports of minor issues.

Staff indicated a willingness to share significant concerns with Council and to follow the reporting process Council prefers. Councilmembers also discussed the importance of distinguishing between ordinary mistakes by new committee members and serious or repeated behavioral concerns that may warrant further action. Members discussed the need for updated training of staff and/or committee members and the time elapsed since the previous training.

Staff will develop proposed language and guidance for further consideration.

ADJOURNMENT

The meeting was adjourned at 5:05 pm

ATTEST:

City Clerk Mayor

CITY OF NORMAN, OK
CITY COUNCIL STUDY SESSION

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Tuesday, August 04, 2026, at 5:30 PM

MINUTES

The City Council Study Session of the City of Norman, Cleveland County, State of Oklahoma, met in Study Session in the Executive Conference Room in the Municipal Building, on Tuesday, September 29, 2026, 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.

CALL TO ORDER

The Mayor called the meeting to order at 5:30 p.m.

PRESENT
Mayor Stephen Holman
Councilmember Ward 1 David Gandesbery
Councilmember Ward 2 Jacy Deck
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Trey Kirby
Councilmember Ward 6 Kyle Steele
Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 8 Scott Dixon

AGENDA ITEMS

1. DISCUSSION WITH THE UNIVERSITY OF OKLAHOMA SCHOOL OF ARCHITECTURE CONSTRUCTION SCIENCE REGARDING STUDENT PROJECTS IN CITY PARKS.

   Presenters: Jason Olsen, Director of Parks and Recreation Department and Bryan Bloom, Professor, University of Oklahoma Gibbs College of Architecture.

   Mr. Jason Olsen and Mr. Bryan Bloom presented a proposed partnership to design and construct projects in Norman parks. Through OU's American School of Design-Build program, fifth year architecture and construction science students gain hands-on experience completing projects for community partners, with student labor provided at no cost. The City would provide materials, supplies, and necessary equipment.

   The initial project would involve designing and constructing a shelter at Reeves Park in conjunction with the Kids Space playground renovation. A $75,000 materials and supplies budget, plus a 10% administrative fee, was proposed using Norman Forward

Item 1, continued:

funds. The project would provide students with experience in design, construction, permitting, and inspections while reducing costs compared with traditional design and construction services. The presenters expressed interest in establishing a long-term partnership to complete additional projects throughout Norman's 70 parks.

Council Comments: Councilmembers expressed support for the partnership and highlighted the educational benefits, potential cost savings, and opportunity to create unique park amenities. Questions addressed potential grant opportunities for school projects, the use of Norman Forward surplus funds, coordination of the shelter with park events and the playground renovation, and the possibility of recognizing the students' contributions with a plaque. Council also requested an update on the project's conceptual design and cost estimate.

Council expressed general support for the proposed partnership and the Reeves Park project, recognizing its potential to reduce construction costs, enhance park amenities, and provide valuable hands-on learning opportunities for OU students. Staff indicated they could return with a project update as the design progresses.

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2. DISCUSSION REGARDING AN UPDATED FIRE STATION STUDY TO PERFORM PRELIMINARY DESIGN SERVICES AND A NEEDS ASSESSMENT FOR VARIOUS FIRE DEPARTMENT FACILITIES.

Presenters: Travis King, Fire Chief; Jason Smith, Assistant Fire Chief; Joel Chesser, Deputy Chief; and Chad Roney, Assistant Chief

Fire Chief Travis King, Assistant Fire Chief Jason Smith, Deputy Chief Joel Chesser, and Chief Chad Roney presented an update to the Fire Department facilities study, building on the 2025 public safety study completed by Matrix. The presentation addressed increasing call volumes, facility conditions, response coverage, future growth, and the department's capital and staffing needs. Since Fire Station 9 opened in 2013, total call volume has increased by more than 61%.

The proposed relocation of Fire Station 5 to Clear Bay and State Highway 9 was discussed as the remaining voter-approved Public Safety Sales Tax 2 capital project. The proposed location would improve access to Highway 9, expand coverage toward the lake, and better serve the area's population and emergency response needs. The site is federally controlled land, requiring further discussions regarding acquisition or a long-term lease. Staff also reviewed potential locations for Fire Station 10 to serve eastern Norman's growing population, including the Highway 9 and 36th Avenue NW area and Saxon Park. Additional facilities under consideration included a new Fire Station 1 with administrative offices near West Main Street and Santa Fe Avenue, potential future stations, and improvements to the North Base training area.

Item 2, continued:

The North Base concept included a replacement burn tower, apparatus storage, additional training space, and a combined prevention and training facility. Staff discussed the need for improved training conditions, safer facilities, and better coordination among administrative, prevention, training, and operational personnel. The study also identified the need to replace or renovate aging stations, including Fire Station 2, and address space limitations at Fire Station 1, which averages approximately 605 calls per month. Staff emphasized that staffing costs would be a significant consideration alongside construction expenses and that additional stations would require appropriate personnel and equipment.

Councilmembers discussed the prioritization and funding of the proposed projects, emphasizing the need to complete the voter-approved relocation of Fire Station 5 and consider the department's broader facility needs. Questions addressed response times and coverage gaps, potential station locations, land acquisition, downtown redevelopment, the future use of existing facilities, and the condition of current training and administrative spaces. Councilmembers also discussed whether a general obligation bond, a future public safety sales tax, or a combination of funding sources could best address construction, renovation, equipment, and staffing needs. Suggestions included evaluating smaller or alternative station designs where feasible and incorporating all necessary station renovations and replacements into the overall cost assessment.

Council expressed support for continuing to evaluate and address the Fire Department's facility needs, while emphasizing the importance of establishing project priorities and identifying sustainable funding sources. Staff agreed to provide additional cost estimates and information regarding completed Public Safety Sales Tax 2 projects, debt service, and the proposed facilities to assist Council in determining the appropriate implementation timeline and funding strategy. No final decisions on the proposed locations or overall funding approach were made during the discussion.

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ADJOURNMENT

The Meeting was Adjourned at 8:04 p.m.

ATTEST:

City Clerk

Mayor Stephen T. Holman

CITY OF NORMAN, OK
CITY COUNCIL STUDY SESSION - AMENDED

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

Tuesday, November 03, 2026 at 5:00 PM

MINUTES

The City Council Study Session of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Tuesday, November 03, 2026, at 5:00 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.

CALL TO ORDER

The Mayor called the meeting to order at 5:00 p.m.

PRESENT
Mayor Stephen Holman
Councilmember Ward 1 David Gandesbery
Councilmember Ward 2 Jacy Deck
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Trey Kirby
Councilmember Ward 6 Kyle Steele
Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 8 Scott Dixon

AGENDA ITEMS

1. DISCUSSION REGARDING NEXT STEPS FOR THE SALE AND ISSUANCE OF VOTER APPROVED BONDS FOR A PERMANENT HOMELESS SHELTER.

   Presenter: Nate Ellis, Attorney, The Public Finance Law Group PLLC

   Mr. Ellis provided an update on the next steps for the issuance of the $8 million voter-approved General Obligation Bonds for the permanent homeless shelter. Following a favorable Oklahoma Supreme Court ruling upholding the dismissal of the litigation challenging the bonds, the City is prepared to proceed with the sale. A Resolution establishing the bond sale date was anticipated for the November 10, 2026, Council meeting. The bond sale was scheduled for December 8, 2026, with the results presented to Council that evening for consideration of awarding the bid to the lowest bidder and adopting the bond ordinance. Mr. Ellis explained that state law requires the bonds to be awarded to the bidder offering the lowest interest rate, provided the bid meets the requirements and includes the required good-faith deposit. Following adoption of the Ordinance and Emergency Clause, the bond transcript will be submitted to the Attorney General for a 30-day contestability period. The anticipated closing date is January 20, 2027.

Item 1, continued:

Councilmembers asked about anticipated interest rates, the process for awarding the bonds to the lowest bidder, and the benefits of purchasing City bonds. Mr. Ellis noted that recently issued 20-year bonds in Broken Arrow had an average interest rate of approximately 4.2%, although rates at the time of the City's sale could vary. He explained that municipal bonds generally offer federal and state income tax-exempt interest. Councilmembers also discussed the use of emergency clauses in Bond Ordinances. Mr. Ellis clarified that the emergency clause allows the Ordinance to take effect immediately so the Bond Transcript can be submitted to the Attorney General without additional delays that could increase borrowing costs.

Council expressed support for moving forward with the proposed bond issuance schedule. The Resolution establishing the sale date was expected to be placed on the November 10, 2026, agenda, with the bond sale and related actions scheduled for December 8, 2026.

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2. DISCUSSION ON UPDATING THE ORDINANCE REGARDING THE COMMERCIAL SALE OF CATS AND DOGS WITHIN THE CITY.

Item 2 was withdrawn by staff.

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3. CONTINUED DISCUSSION REGARDING AN IMMIGRATION RESOLUTION.

Mr. Rick Knighton, City Attorney, continued the discussion of the proposed Immigration Resolution submitted by Councilmember Grant and addressed questions previously raised by Councilmembers. Mr. Knighton explained that the Resolution broadly references the immigrant community and does not distinguish between lawful and unlawful immigration status. He noted that nothing in the proposed resolution encourages unlawful immigration or establishes City authority over federal immigration enforcement. He also clarified that Council could request additional language or amendments if desired. Councilmember Grant stated the resolution was developed with input from community members and is intended to provide information regarding City services, business resources, education, and other available assistance.

Councilmembers discussed the resolution's purpose, language, and potential implications. Supporters emphasized the value of providing accessible information and resources, while others raised concerns about clarity, the accuracy and maintenance of information, and potential misinterpretation of the resolution. Major Chad Vincent, with the Norman Police Department, discussed the importance of maintaining a clear public safety mission and ensuring all residents feel comfortable reporting crimes and seeking assistance.

Council agreed to place the proposed resolution on the November 24, 2026, Council agenda for consideration. Councilmembers were encouraged to submit any proposed amendments or revisions in advance.

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4. DISCUSSION REGARDING THE CITY OF NORMAN'S PARTICIPATION IN THE 911 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG).

Mr. Darrel Pyle, City Manager; Mr. Russell Anderson, Police Department Communication Systems Manager; and Major Chad Vincent, Police Department, discussed the City's participation in ACOG 911 and the potential benefits of transitioning to a locally managed 911 operation. Staff reviewed the approximately $132,000 in monthly contributions made by Norman compared to the roughly $35,000 returned to the City, as well as services currently provided through ACOG. Staff noted that Norman may be able to provide many of these services internally using existing facilities and personnel, potentially retaining more funding for local dispatch operations, equipment, and staffing. The discussion also included the City's potential share of ACOG 911's fund balance, estimated at approximately $6.3 million, and the transition's possible impact on neighboring communities.

Councilmembers generally supported further exploring the possibility of withdrawing from ACOG 911 and bringing services in-house. Discussion focused on the potential recovery of Norman's share of accumulated funds, costs associated with staffing and equipment, services that would need to be replaced, and the importance of coordinating with neighboring communities to ensure a smooth transition. Councilmembers also discussed opportunities to use retained funds to support dispatch operations and public safety needs.

Council expressed general support for staff preparing a formal notice of intent to withdraw from ACOG 911 for future Council consideration. Staff will develop the notice, present it at a future meeting, and coordinate with neighboring communities regarding a potential transition. The anticipated timeframe discussed was July 1, 2027, through June 30, 2028.

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ADJOURNMENT

The Meeting was Adjourned at 6:27 p.m.

ATTEST:

City Clerk

Mayor Stephen T. Holman

File Attachments for Item:

4. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

<u>DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT TWO</u>

TERM: 11-24-26 TO 04-10-29, JONATHAN KERN – WARD 8

TERM: 11-24-26 TO 04-10-29, DAVID KINNARD – WARD 4

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Mayor Stephen T. Holman

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT TWO
TERM: 11-24-26 TO 04-10-29, JONATHAN KERN – WARD 8
TERM: 11-24-26 TO 04-10-29, DAVID KINNARD – WARD 4

Jonathan Kern is replacing Paul Wilson who resigned. David Kinnard is replacing Greg Burge who was termed out.

File Attachments for Item:

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-17 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING SECTION 4-511 TO THE CODE OF ORDINANCES TO PROHIBIT THE RETAIL SALE, OFFER OR DISPLAY FOR SALE, OR OTHER TRANSFER FOR CONSIDERATION OF DOGS OR CATS BY OR THROUGH COMMERCIAL PET STORES, SUBJECT TO AN EXCEPTION FOR ADOPTION PARTNERSHIPS WITH ANIMAL CARE FACILITIES AND ANIMAL RESCUE ORGANIZATIONS; PROVIDING FOR THE SEVERABILITY THEREOF; AND DECLARING AN EMERGENCY.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Ryan J. Riddel

PRESENTER: Ryan J. Riddel, Assistant City Attorney II

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-17 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING SECTION 4-511 TO THE CODE OF ORDINANCES TO PROHIBIT THE RETAIL SALE, OFFER OR DISPLAY FOR SALE, OR OTHER TRANSFER FOR CONSIDERATION OF DOGS OR CATS BY OR THROUGH COMMERCIAL PET STORES, SUBJECT TO AN EXCEPTION FOR ADOPTION PARTNERSHIPS WITH ANIMAL CARE FACILITIES AND ANIMAL RESCUE ORGANIZATIONS; PROVIDING FOR THE SEVERABILITY THEREOF; AND DECLARING AN EMERGENCY.

BACKGROUND:

The Animal Welfare Oversight Committee provides advice and recommendations to the City Council concerning the Norman Animal Shelter, animal care and welfare, rescue and adoption, animal population control, and related amendments to the City Code.

On September 16, 2026, the Committee voted unanimously to recommend an ordinance prohibiting commercial pet stores from selling, offering for sale, displaying, or transferring for consideration dogs or cats obtained directly or indirectly from commercial breeders. Following that recommendation, the proposed language was revised to address the retail sales channel generally, while preserving adoption partnerships and direct transactions conducted independently of commercial pet stores.

Commercial pet stores in Norman do not currently sell dogs or cats. Local stores instead partner with the Norman Animal Shelter and nonprofit animal rescue organizations to facilitate adoptions. Ordinance O-2627-17 would preserve those arrangements and establish restrictions before a commercial pet store begins selling dogs or cats in Norman.

The ordinance is intended to encourage adoption, address pet overpopulation, and reduce the burden that abandoned and stray animals place on the City's shelter and nonprofit rescue organizations. It also addresses concerns about the use of retail pet stores as outlets for animals

produced by high-volume breeding operations where animal health, humane treatment, and responsible placement may be compromised.

DISCUSSION:

Ordinance O-2627-17 adds Section 4-511, Retail Sale of Dogs and Cats, to Article V of Chapter 4 of the City Code. The section prohibits a commercial pet store from selling, offering or displaying for sale, or otherwise transferring a dog or cat for consideration. It also prohibits a store from arranging such a transaction for another person or entity. The restriction applies to transactions conducted in person, online, by telephone, or by other means.

The definition of commercial pet store includes establishments primarily engaged in selling pets, pet food, supplies, or other pet care products, as well as retail establishments that sell dogs or cats or arrange those transactions as part of their retail business. Animal care facilities and qualifying animal rescue organizations are excluded. The prohibition applies regardless of the source of the animal, so enforcement does not depend on establishing that a particular animal came from a commercial breeder or an operation described as a puppy or kitten mill.

Adoption Partnerships

Commercial pet stores may continue to partner with animal care facilities and animal rescue organizations to house, care for, and display dogs and cats for adoption and assist with their placement. The facility or organization must retain legal custody and final authority over adoption decisions. Adoption fees must be payable to and retained by that facility or organization. The store may not own the animals, charge for adoption space, receive compensation contingent on an adoption, or require an adopter to purchase goods or services. However, the facility or organization may provide food, supplies, and care directly or reimburse the store through reasonable, itemized charges for food, supplies, and care actually provided. Those payments must remain separate from adoption fees. This allows stores to assist with animal care without converting the adoption arrangement into a retail sales transaction.

An animal rescue organization must have federal tax-exempt status under Section 501(c)(3) and a mission and practice involving rescue and placement. The definition excludes breeders, brokers, and entities obtaining animals from breeders or brokers for profit or compensation. These requirements are intended to preserve legitimate adoption partnerships and prevent the adoption exception from becoming a substitute channel for prohibited retail sales.

Independent Sales by Breeders and Brokers

The ordinance allows breeders and brokers to sell dogs and cats directly to purchasers when the transaction is conducted independently of a commercial pet store. They may not use a store to offer or display an animal for sale, arrange the sale, accept payment, or otherwise conduct the transaction. This restriction applies regardless of who owns the store or bred the animal.

A breeder’s premises do not become a commercial pet store solely because the breeder sells animals bred on those premises directly to purchasers. However, the location of payment or delivery does not determine whether a commercial pet store was used to conduct the transaction. Moving payment or delivery outside a store therefore does not remove a transaction from the restriction if the store otherwise participated in conducting it.

Municipal Authority and Implementation

Title 4, Section 30.15 of the Oklahoma Statutes provides that the Commercial Pet Breeders and Animal Shelter Licensing Act does not displace other applicable ordinances and does not prevent a municipality or county from prohibiting or further regulating the possession, breeding, or selling of dogs or cats. The proposed ordinance addresses retail transactions within Norman while preserving the independent sales and adoption arrangements described above.

The ordinance does not establish a separate breeder licensing or inspection program or require the City to evaluate the breeding conditions at each source facility. Its focus is the conduct of commercial pet stores and compliance with the adoption exception. Because Norman's commercial pet stores do not currently sell dogs or cats, the ordinance is intended to preserve existing adoption practices rather than require an existing retail animal sales operation to close. Any reduction in shelter intake or animal control costs is an anticipated policy benefit, but no specific savings estimate is included or can be determined at this time.

Emergency Clause and Effective Date

The ordinance includes an emergency clause intended to make its provisions operative immediately upon passage and approval, subject to approval of the emergency. The emergency clause must be voted on separately and must be approved by at least three-fourths of the members of the City Council for the ordinance to become immediately effective. Immediate effectiveness is recommended to avoid delay in establishing the City's restriction in light of state legislative proposals that would limit municipal authority over retail pet sales and exempt only ordinances enacted before a specified date.

House Bill 4335, as engrossed in 2026, proposed restricting municipal prohibitions on retail pet shop sales of dogs and cats and exempting ordinances enacted before January 1, 2026. The Legislature's posted bill history does not show enactment of that measure. Because the proposed cutoff predates this ordinance, adoption now would not qualify the ordinance for that particular exemption. The proposal nevertheless demonstrates the possibility that future legislation could restrict municipal authority and use a similar cutoff date for existing ordinances should an analogous bill be introduced in 2027. Immediate effectiveness would establish the City's restriction without the ordinary delay, although it cannot guarantee an exemption from future state legislation.

The ordinance also includes a severability clause intended to preserve the remaining provisions if a court invalidates a portion of the ordinance. It further states that such a holding does not, by itself, alter the effective date of the remaining provisions.

RECOMMENDATION:

Staff recommends adoption of Ordinance O-2627-17, adding Section 4-511 to restrict the retail sale of dogs and cats by or through commercial pet stores while preserving qualifying adoption partnerships and independent breeder and broker sales. Staff also recommends separate approval of the emergency clause after its adoption on second and final reading.

ORDINANCE NO. O-2627-17

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING SECTION 4-511 TO THE CODE OF ORDINANCES TO PROHIBIT THE RETAIL SALE, OFFER OR DISPLAY FOR SALE, OR OTHER TRANSFER FOR CONSIDERATION OF DOGS OR CATS BY OR THROUGH COMMERCIAL PET STORES, SUBJECT TO AN EXCEPTION FOR ADOPTION PARTNERSHIPS WITH ANIMAL CARE FACILITIES AND ANIMAL RESCUE ORGANIZATIONS; PROVIDING FOR THE SEVERABILITY THEREOF; AND DECLARING AN EMERGENCY.

§ 1. **WHEREAS**, the members of the Animal Welfare Oversight Committee provide advice and recommendations to the City Council related to the Norman Animal Shelter and issues pertaining to animal care and welfare, animal rescue, fostering and adoption, control of the animal population, standards for animal shelters, recruiting volunteers, budget priorities as identified by the Committee and suggest modifications to the City of Norman Code of Ordinances; and

§ 2. **WHEREAS**, on September 16, 2026, the members of the Norman Animal Welfare Oversight Committee voted unanimously to recommend adoption of an ordinance that would prohibit any commercial pet store from selling, offering for sale, displaying or transferring for consideration any dog or cat obtained directly or indirectly from a commercial breeder; and

§ 3. **WHEREAS**, the City has a legitimate governmental interest in protecting the health, safety, and welfare of persons and animals within the City and ensuring that dogs and cats offered for retail sale are obtained from sources that provide for the health, welfare, humane treatment, and responsible placement of such animals; and

§ 4. **WHEREAS**, commercial pet stores selling live animals have traditionally been a sales outlet for young dogs and cats bred in “puppy mills” and “kitten mills” both in the United States and abroad. According to the Humane Society of the United States, it is estimated that 10,000 puppy mills produce more than two million puppies a year in the United States and that most pet store puppies and kittens come from puppy and/or kitten mills. When consumers buy puppies and kittens from pet stores, there is a strong likelihood that they unknowingly support the puppy or kitten mill industry; and

§ 5. **WHEREAS**, commercial pet stores in Norman do not currently sell dogs or cats, and local pet stores partner with the Norman Animal Shelter and nonprofit animal rescue organizations to facilitate adoptions; and

§ 6. **WHEREAS**, the City Council seeks to address pet overpopulation by prohibiting retail sales of dogs and cats through commercial pet stores in Norman while preserving partnerships that allow those stores to house and display animals for adoption through animal care facilities and animal rescue organizations. These

measures are intended to encourage adoption, reduce the number of abandoned and stray dogs and cats, ease the burden on shelters and nonprofit animal rescue organizations, and reduce the City's animal control costs.

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

§ 7. That the Norman City Code be amended by adding thereto a new section to Article 4–V DOGS AND CATS, "§ 4-511" titled "Retail Sale of Dogs and Cats" to read as follows:

4-511 Retail Sale of Dogs and Cats

(a) Definitions

For purposes of this section:

"Animal care facility" means an animal control center or animal shelter, maintained by or under contract with any state, county or municipality, whose mission and practice, in whole, or significant part, is the rescue and placement of animals in permanent homes or rescue organizations.

"Animal rescue organization" means any non-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes. This term does not include an entity that is a breeder or broker or one that obtains animals from a breeder or broker for profit or compensation.

"Breeder" means a person or entity that breeds dogs or cats.

"Broker" means a person or entity that, as an intermediary, sells or arranges the sale or resale of a dog or cat bred by another person or entity.

"Cat" means a domestic feline.

"Commercial pet store" means a retail establishment in the City of Norman that is primarily engaged in selling animals as pets, pet food, pet supplies, or other pet care products to the general public, or that, as part of its retail business, sells, offers or displays for sale, otherwise transfers for consideration, or arranges any such transaction involving a dog or cat as a pet. The term excludes an animal care facility or animal rescue organization as defined in this section.

"Dog" means a domestic canine.

"Offer for sale" means to advertise, display, solicit an offer for, or otherwise represent that a dog or cat is available for purchase or other transfer for consideration.

"Transfer for consideration" means the transfer of a dog or cat in exchange for money, goods, services, fees, or anything else of value, whether directly or indirectly.

(b) Restriction on the Sale of Animals

(1) Except as provided in paragraph (2) herein, a commercial pet store shall not sell, offer for sale, display for sale, or otherwise transfer for consideration any dog or cat. A commercial pet store shall not arrange any such transaction on behalf of another person or entity. These prohibitions apply whether the activity is conducted in person, online, by telephone, or by other means.

(2) A commercial pet store may partner with an animal care facility or animal rescue organization to house, care for, and display dogs and cats at the store for adoption and to assist with their placement. The facility or organization shall retain legal custody of the animals and final authority over adoption decisions. Any adoption fee shall be payable to and retained by the facility or organization. The store shall have no ownership interest in the animals and shall not charge for adoption space, receive compensation contingent on an adoption, or require an adopter to purchase goods or services.

(3) An animal care facility or animal rescue organization may provide food, supplies, and care directly or pay the store reasonable, itemized charges for food, supplies, and care actually provided to the animals. Such payments shall be separate from any adoption fee.

(4) This section does not prohibit direct sales of dogs or cats by breeders or brokers to purchasers when the sale is conducted independently of a commercial pet store. A breeder or broker shall not use a commercial pet store to offer or display an animal for sale, arrange a sale, accept payment, or otherwise conduct the transaction, regardless of who owns or operates the store or who bred the animal. A breeder's premises do not become a commercial pet store solely because the breeder sells animals bred on those premises directly to purchasers. The location of payment or delivery does not determine whether a commercial pet store was used to conduct the transaction.

§ 8. **SEVERABILITY CLAUSE.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, that portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining provisions of this ordinance. A holding that any portion of this ordinance is invalid or unconstitutional shall not, by itself, alter the effective date of the remaining provisions.

§ 9. **EMERGENCY CLAUSE.** An Emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare by reason whereof this Ordinance shall take effect immediately upon its adoption and publication.

ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Riggins Ventures, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, L.L.C. / Box Law Group, PLLC
LOCATION	719 Jenkins Ave
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF)
EXISTING LAND USE DESIGNATION	Urban High
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF) with Special Use for Dwelling Units with Four or More Bedrooms
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Riggins Ventures, L.L.C., is requesting Special Use for Dwelling Units with Four or More Bedrooms for the subject property at 719 Jenkins Ave. The requested Special Use is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit.

EXISTING CONDITIONS:

SIZE OF SITE: 0.15 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Single-Family Residence w/ADU	Single-Family Residence	Single-Family Residence w/Garage Apartment	Multi-Family Residence	Multi-Family Residence

ZONING DESIGNATION

CCFBC, Center City Form-Based Code

The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

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.

LAND USE DESIGNATION

Urban High (UH)
See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail is approximately 0.11 miles Northeast of the subject property with sidewalk access along Jenkins Ave and Duffy Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 October 22, 2026

The applicant attended the Pre-Development meeting for this application on October 22, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the permit review stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed during the permit review stage.

PUBLIC WORKS/ENGINEERING

Proposed stormwater solutions comply with the requirements of the Engineering Design Criteria.

TRANSPORTATION ENGINEER

No comments on this request as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

CCFBC, SEC. 704 Development and Performance Standards
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.

The applicant requests Special Use to include four bedrooms per unit within their proposed development. Applicant will comply with all codes and standards set forth by the CCFBC, Building and Fire Codes, and development code.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood goals of infill development that promote density and cultivating an accessible pedestrian centric environment.

Urban High (UH) Land Use Policies

The proposal is **consistent** with the following UH Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation network, Circulation & Access**
- **Utility Access**
- **Public Space**

The proposal is **consistent** with these Urban Land Use policies, as it is a multi-unit 3 story structure that is consistent in scale with the surrounding area. The site design promotes walking and provides connections for multiple transportation options. Utility access is in place and available.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with the policies of the AIM Norman Land Use Plan, as it proposes infill development of a multi-unit 3 story structure, promotes connectivity and walkability, and connects to existing utilities.

CONCLUSION:

Staff forwards this request for Special Use for Dwelling Units with Four or More Bedrooms and Ordinance O-2627-18 for consideration by City Council.

Attachment:
719 Jenkins Ave AIM Documents

PLANNING COMMISSION RESULTS:

At their meeting of November 12, 2026, the Planning Commission recommended approval of Ordinance O-2627-18 by a vote of 8-0.

O-2627-18

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVENUE; WARD 4)

§ 1. WHEREAS, Riggins Ventures, LLC. has made application to have Special Use for dwelling units with four or more bedrooms on the property described below in CCFBC, Center City Form Based Code; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on November 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to grant Special Use for dwelling units with four or more bedrooms in Center City Form Based Code, for the following described property, to wit:

Lots Seventy-one (71) and Seventy-two (72), in Block Four (4) of State University Addition in Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-560 of the Code of the City of Norman, as amended, the following conditions are hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the Site Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____,2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____,2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

CORE NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

GOALS

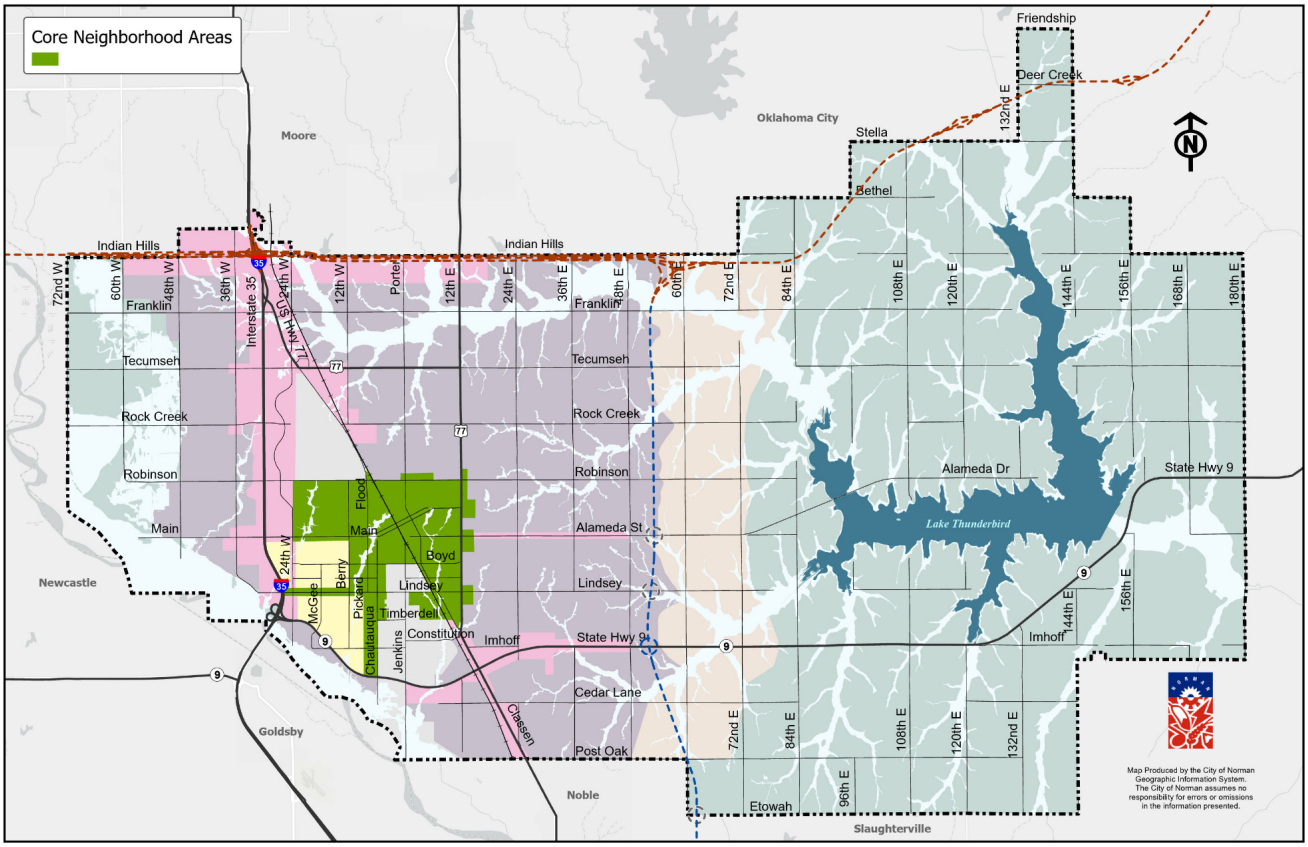
- Balance reinvestment and affordability for housing by promoting rehabilitation and renovation, while allowing for density increases, where appropriate.
  - *ADUs continue to be an appropriate housing typology in this Character Area.*
- Cultivate an accessible, pedestrian-centric environment that's enjoyable for live, work, and play including transitions from other, more auto-centric, character areas.
- Promote local business growth and encourage employment opportunities within the Core, catering to residents, students, and visitors.

OPPORTUNITIES

- High access to alternative modes of transportation, including public transit, walking, and bicycling.
- Rehabilitation and redevelopment opportunities for residential and commercial projects.
- Strong historic ties and active attention from existing community efforts.

CHALLENGES

- Undersized, aging infrastructure, including lack of stormwater infrastructure, that requires frequent maintenance.
- Balancing reinvestment with affordability options.
- Under used areas.
- Cost of infill development.



LAND USE CATEGORY

Urban High (UH)

DESCRIPTION & CONTEXT

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

BUILDING TYPES

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

SITE DESIGN

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

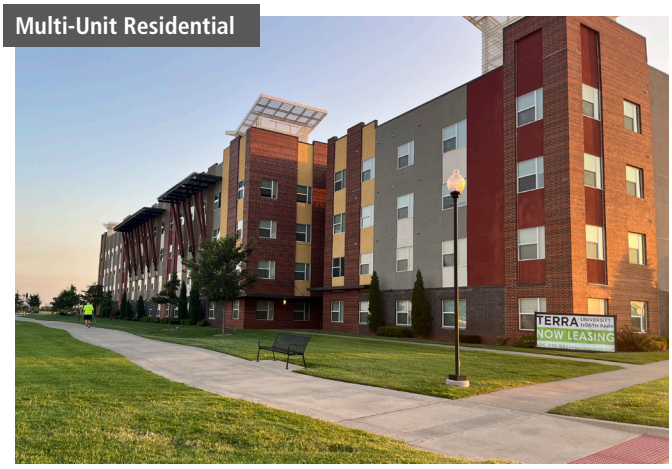
LOCATIONAL CRITERIA

- Large building footprints (>12,500 SF) compromise the development pattern and are not appropriate, except along arterials and at arterial intersections.
- Medium intensity residential uses should be discouraged along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Medium intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- High Urban is most compatible adjacent to: UM, ULC, MX, IMX, CBD, LCC, C, JC, TOD, and OP.
- High Urban is least compatible adjacent to: AR and UR and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

ZONING DISTRICTS

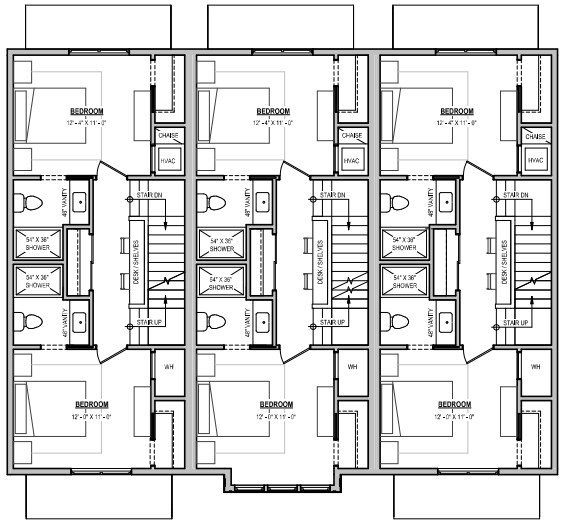
RM-2	RM-6	R-3	RO	O-1	CO	C-1	C-2	C-3	MUD		
PUD	SPUD										
A-1	A-2	RE	R-1	R-1-A	R-2	RM-4	TC	CR	I-1	I-2	M-1

Multi-Unit Residential

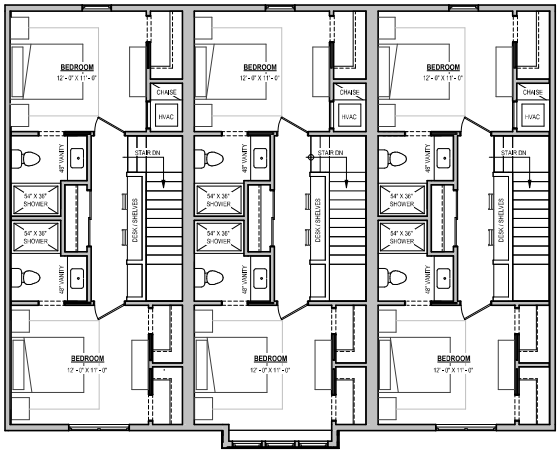


Mixed-Use





3 SECOND FLOOR PRESENTATION PLAN
3/16" = 1'-0"



2 THIRD FLOOR PRESENTATION PLAN
3/16" = 1'-0"

SQUARE FOOTAGES

UNIT SQUARE FOOTAGES

FIRST FLOOR.....617 SQ FT
SECOND FLOOR.....642 SQ FT
THIRD FLOOR.....642 SQ FT

TOTAL.....1,901 SQ FT

BUILDING SQUARE FOOTAGES

FIRST FLOOR.....1,851 SQ FT
SECOND FLOOR.....1,926 SQ FT
THIRD FLOOR.....1,926 SQ FT

TOTAL.....5,703 SQ FT



1 FIRST FLOOR PRESENTATION PLAN
3/16" = 1'-0"

DOUGLAS DESIGN STUDIO, LLC
RESIDENTIAL DESIGNER
214.675.2529
evanadoug@gmail.com

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719 JENKINS TOWNHOUSES
NORMAN, OKLAHOMA

SEPTEMBER 24, 2026

PRESENTATION PLANS

A1.0

FENESTRATION PERCENTAGES

FIRST FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 150 SQ FT
PERCENTAGE 33.1%

SECOND FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 113 SQ FT
PERCENTAGE 24.9%

THIRD FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 113 SQ FT
PERCENTAGE 24.9%



④ FRONT COLOR ELEVATION
1/8" = 1'-0"



③ SIDE COLOR ELEVATION A
1/8" = 1'-0"



② REAR COLOR ELEVATION
1/8" = 1'-0"



① SIDE COLOR ELEVATION B
1/8" = 1'-0"

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719 JENKINS TOWNHOUSES
NORMAN, OKLAHOMA

SEPTEMBER 24, 2026

RENDERED ELEVATIONS

A2.0

CONSTRUCTION PLANS FOR
JENKINS INFILL

719 S. JENKINS AVE
NORMAN, OK 73069

PROPOSED TOWNHOUSE DEVELOPMENT

GENERAL NOTES

1. THE CONTRACTOR SHALL CONTACT "OKIE" AT 811 OR 800-522-6543, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES MAY BE LOCATED AND MARKED.
2. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. ANY CONSTRUCTION OBSERVATION BY THE ENGINEER OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES, IN, ON OR NEAR THE CONSTRUCTION SITE.
3. THE GENERAL CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR AND SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
4. ALL SITE WORK FOR THIS PROJECT SHALL MEET OR EXCEED THE SPECIFICATIONS OF THE RELEVANT UTILITY COMPANY OR REGULATORY AUTHORITY, AND THE SPECIFICATIONS FOR THE CONSTRUCTION OF THE EXISTING IMPROVEMENTS, WHICH ARE BEING ALTERED OR REPLACED. THE CONTRACTOR SHALL CONTACT, IF DEEMED NECESSARY, THE ENGINEER FOR ADDITIONAL LANDSCAPING AND/OR IRRIGATION INFORMATION AND DETAILS REQUIRED TO COMPLETE THE WORK DETAILED IN THESE PLANS.

WARRANTY/DISCLAIMER

THE DESIGNS REPRESENTED IN THESE PLANS ARE IN ACCORDANCE WITH ESTABLISHED PRACTICES OF CIVIL ENGINEERING FOR THE DESIGN FUNCTIONS AND USES INTENDED BY THE OWNER AT THIS TIME. HOWEVER, NEITHER THE ENGINEER NOR ITS PERSONNEL CAN OR DO WARRANT THESE DESIGNS OR PLANS AS CONSTRUCTED EXCEPT IN THE SPECIFIC CASES WHERE THE ENGINEER INSPECTS AND CONTROLS THE PHYSICAL CONSTRUCTION ON A CONTEMPORARY BASIS AT THE SITE.

FLOOD CERTIFICATION

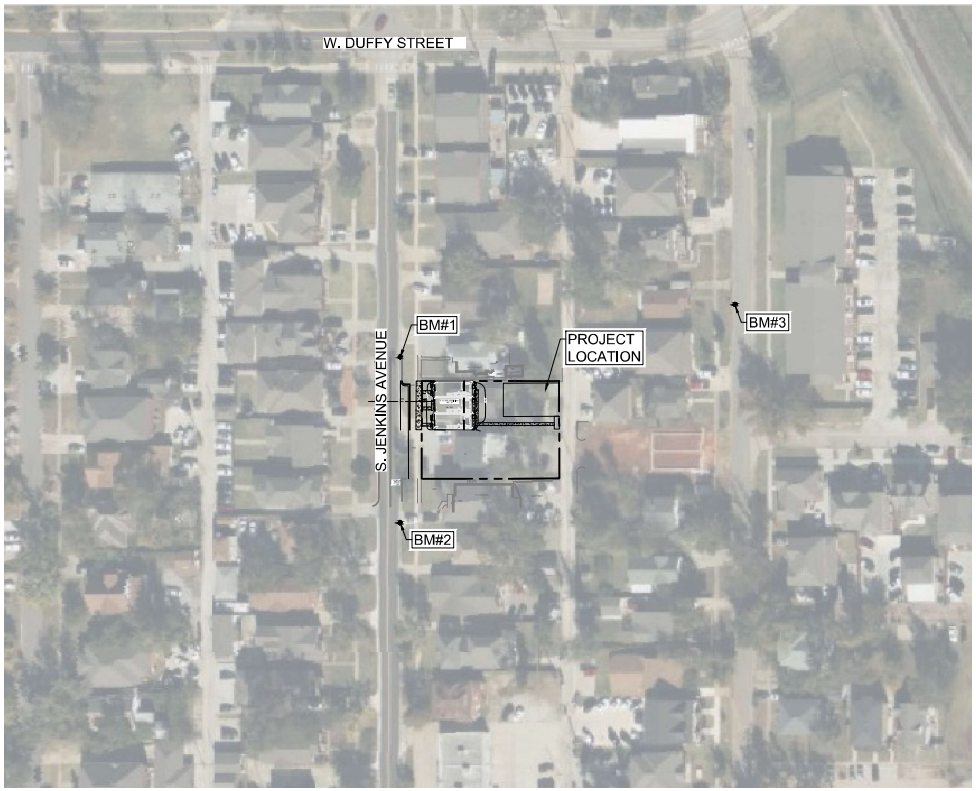
IT HAS BEEN DETERMINED UPON EXAMINATION OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CLEVELAND COUNTY, OKLAHOMA AND INCORPORATED AREAS MAP NO. 40027C0280J, MAP EFFECTIVE: JANUARY 15, 2021, THE SUBJECT PROPERTY IS FULLY WITHIN ZONE 'X', NO SCREENING, WHICH IS CLASSIFIED AS AREAS OF MINIMAL FLOOD HAZARD.

LEGAL DESCRIPTION

A TRACT OF LAND:
LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA.
CONTAINING 6,977 SQ. FT. OR 0.1602 ACRES, MORE OR LESS.

ZONING

SUBJECT PROPERTY IS ZONED CCFB, CENTER CITY FORMED BASE CODE.



Benchmark #1	Benchmark #2	Benchmark #3
MAG NAIL	MAG NAIL	MAG NAIL
ELEV = 1160.277	ELEV = 1160.602	ELEV = 1159.893
N = 684663.231	N = 684494.003	N = 684716.920
E = 2135417.618	E = 2135417.472	E = 2135759.776

PROJECT MAP

60 30 0 60
SCALE: 1" = 60'

Sheet List Table	
Sheet Number	Sheet Title
GI001	COVER SHEET
CD101	DEMOLITION PLAN
CS101	SITE PLAN
CG101	GRADING AND DRAINAGE PLAN
CL101	LANDSCAPE PLAN

UTILITY COORDINATION	
PUBLIC WORKS - ENGINEERING	405-366-5452
PUBLIC WORKS UTILITY DEPARTMENT	405-366-5453
OKLAHOMA NATURAL GAS	918-527-1069
AT&T FIBER/COPPER	918-508-5091
COX COMMUNICATIONS	918-286-4587
OEC FIBER	405-217-6868

OWNER / DEVELOPER
RIGGINS VENTURES, LLC
DAKOTA RIGGINS
1204 E. JOYCE BLVD. SUITE 102
FAYETTEVILLE, AR 72703
DAKOTA@RIGGINSVENTURES.COM

SURVEYOR
GOLDEN LAND SURVEYING
4131 N.W. 122ND ST, SUITE 100
OKLAHOMA CITY, OK 73120
(405) 849-6010
TROY@GOLDENLS.COM
CA NO. 7263 RENEWAL: JUNE 30, 2028

ENGINEER
66 ENG GROUP
5 S. MAIN STREET
SAPULPA, OK 74066
(918) 248-1129
BCOX@66ENG.COM
CA NO. 8853 RENEWAL: JUNE 30, 2027

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66 ENG GROUP
5 SOUTH MAIN STREET, SAPULPA, OK 74066

OKIE 811 Know what's below. Call before you dig. 1-800-522-6543

BY:
REVISION:
DATE:

COVER SHEET
JENKINS INFILL
719 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY: EB
APP'C. BY: BC
DATE: 10/15/2026
SHEET 1

Plotted: 10/21/2025 - 10:48 PM
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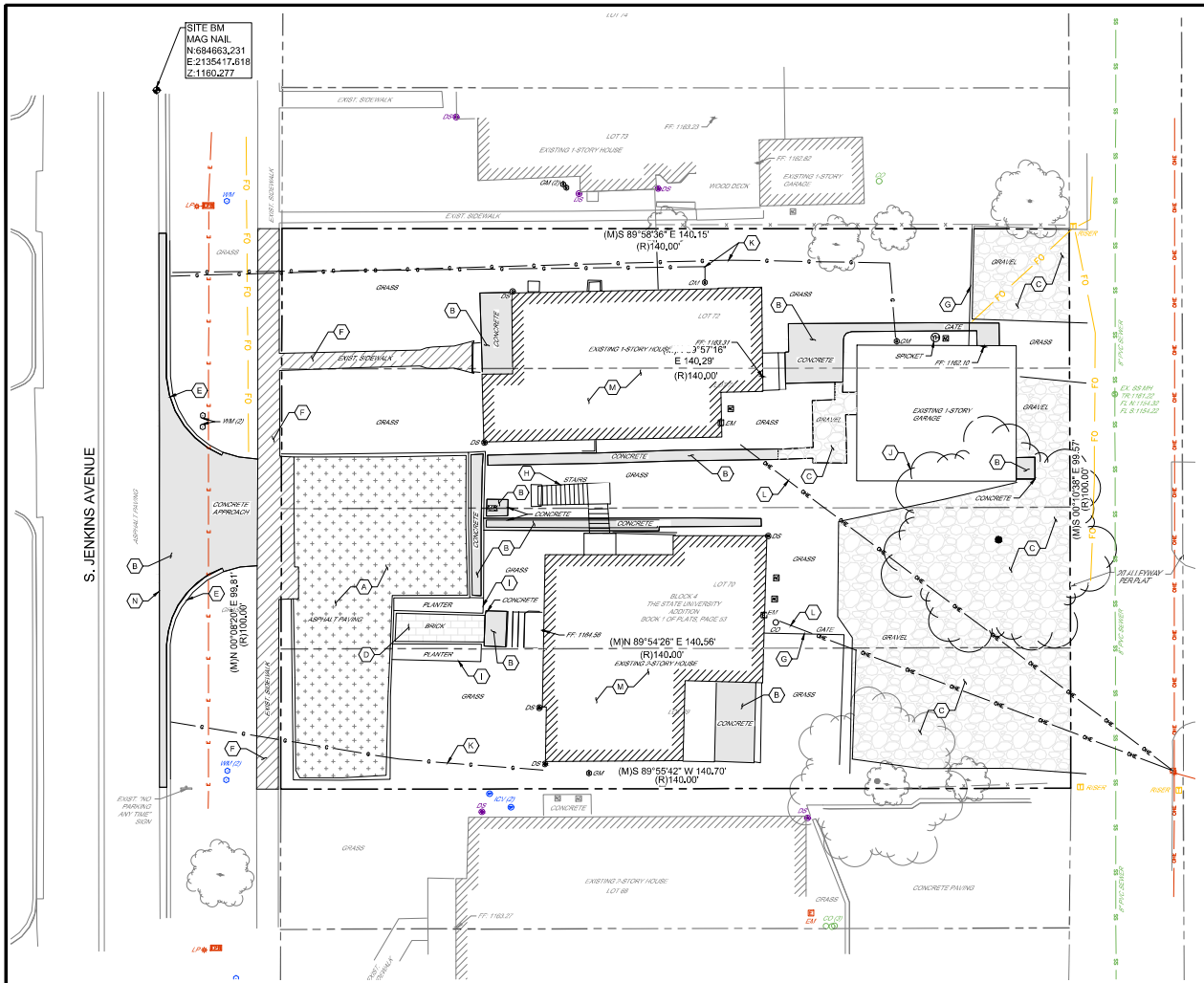
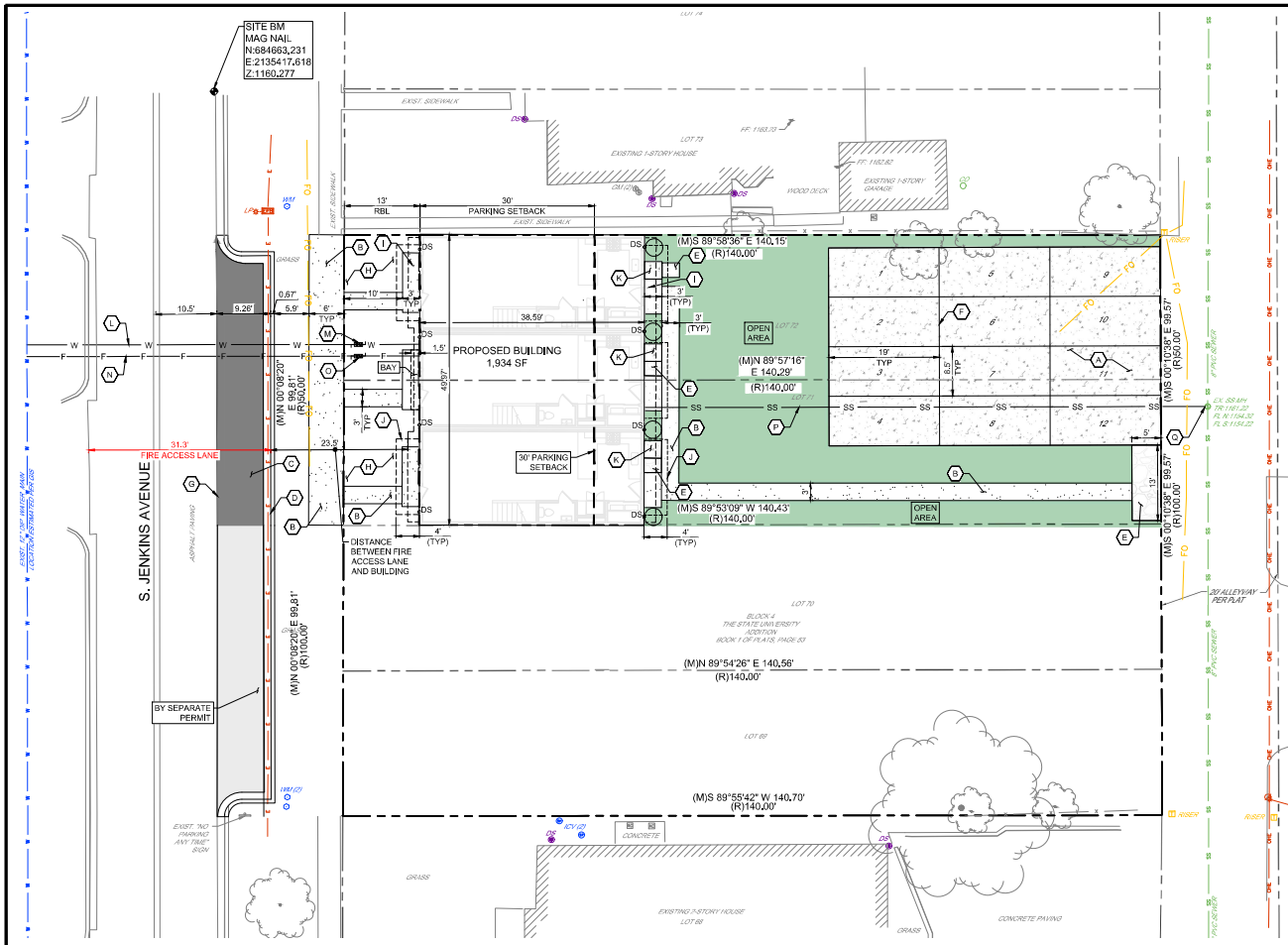

SITE BM
MAG NAIL
N:684663.231
E:2135417.618
Z:1160.277
S. JENKINS AVENUE
EXIST. SIDEWALK
LOT 74
LOT 73
EXISTING 1-STORY HOUSE
FF: 1163.23
FF: 1162.82
EXISTING 1-STORY GARAGE
WOOD DECK
(M)S 89°58'36" E 140.15'
(R)140.00'
GRASS
CONCRETE
LOT 72
EXISTING 1-STORY HOUSE
FF: 1162.31
E 140.29'
(R)140.00'
FF: 1162.10
GATE
SPRICKET
GRAVEL
EXISTING 1-STORY GARAGE
CONCRETE APPROACH
ASPHALT PAVING
STAIRS
PLANTER
BRICK
LOT 70
BLOCK 4
THE STATE UNIVERSITY ADDITION
BOOK 1, OF PLATS, PAGE 93
FF: 1164.58
(M)N 89°54'26" E 140.56'
(R)140.00'
EXISTING 2-STORY HOUSE
(M)N 00°08'20" E 99.91'
(R)100.00'
(M)S 00°10'38" E 99.57'
(R)100.00'
20' ALLEYWAY PER PLAT
EX. 8" SANITARY SEWER
EX. 8" WATER LINE
EX. 8" GAS LINE
EX. 8" OHE
EX. 8" UGE
EX. 8" FO
EX. 8" STORM SEWER



SITE PLAN KEY NOTES

- (A) CONCRETE PAVEMENT
- (B) CONCRETE SIDEWALK
- (C) ASPHALT PAVEMENT
- (D) CURB AND GUTTER
- (E) GRAVEL POLY CART TRASH AREA
- (F) 4" SOLID WHITE PARKING LINE (TYP)
- (G) NO PARKING FIRE LANE STRIPING
- (H) LANDSCAPE AREA
- (I) STOOP (TYP)
- (J) AWNING (TYP)
- (K) 3'x3' MECHANICAL PAD
- (L) 2" DOMESTIC WATER SERVICE LINE
- (M) 1.5" DOMESTIC WATER METER
- (N) 1" DOMESTIC FIRE SERVICE LINE
- (O) 1" DOMESTIC FIRE WATER METER
- (P) 4" SANITARY SEWER SERVICE
- (Q) POINT OF CONNECTION FOR SANITARY SEWER SERVICE. VERIFY FLOW LINE. IF NECESSARY ADJUST SLOPE AND FLOW LINES TO ACCOMMODATE ACTUAL TIE-IN ELEVATION. TIE-IN THE PROPOSED SERVICE PER CITY STANDARDS.

SITE PLAN NOTES

1. THE CONTRACTOR SHALL CONTACT "OKIE" AT 811 OR 800-522-6543, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES CAN BE LOCATED AND MARKED.
2. EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
3. SIDEWALK EXPANSION JOINTS SHALL BE PLACED IN ACCORDANCE WITH DETAIL
4. ALL CONSTRUCTION AND METHODS TO BE IN STRICT ACCORDANCE WITH CURRENT AUTHORITY HAVING JURISDICTION SPECIFICATIONS AND DETAILS.
5. THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND WILL NOT BE LIMITED TO NORMAL WORKING HOURS. MAINTAIN ALL BARRICADES, WARNING SIGNS, FLASHING LIGHTS AND TRAFFIC CONTROL DEVICES DURING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH ALL O.S.H.A. REGULATIONS AND SAFETY REQUIREMENTS.
6. THIS SET OF CONSTRUCTION DOCUMENTS SHALL BE CONSIDERED AS A WHOLE IN THAT THE GENERAL CONTRACTOR AND ALL SUB-CONTRACTORS ARE RESPONSIBLE FOR INFORMATION PRESENTED ON ALL SHEETS OF THIS SET OF DRAWINGS.
7. CONTRACTOR IS TO BE RESPONSIBLE FOR OBTAINING ANY REQUIRED STATE OR LOCAL PERMITS. CONSTRUCTION MEANS AND METHODS SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
8. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE, AS NECESSARY, TO RETURN IT TO THE EXISTING CONDITION OR BETTER. CONTRACTOR SHALL REPAIR AND RESTORE ANY AREAS DAMAGED DURING CONSTRUCTION AT HIS OWN EXPENSE.
9. CONTRACTOR SHALL PROVIDE AND MAINTAIN EROSION CONTROL MEASURES PER THE EROSION CONTROL PLAN.
10. THE CONTRACTOR SHALL PERFORM THE WORK ACCORDING TO ALL CITY, COUNTY, STATE AND FEDERAL SAFETY AND HEALTH REGULATIONS. IN PARTICULAR THE "TRENCHING" AND "OPEN EXCAVATION" OPERATIONS SHALL COMPLY WITH ALL CURRENT O.S.H.A. REGULATORY REQUIREMENTS.
11. ALL PAVEMENT MARKING OF STRIPES TO BE 4" WIDE, WHITE AND APPLIED IN TWO COATS, UNLESS OTHERWISE NOTED, RE: SPECIFICATIONS.
12. PARKING LOT STRIPING AND REQUIRED ADA ACCESSIBLE AISLES SHOWN ON PLAN SHALL BE MARKED IN ACCORDANCE WITH CURRENT ADA GUIDELINES.
13. ALL NEW SIDEWALKS, IF ANY, NOT ADJACENT TO THE BUILDING, SHALL BE 4" THICK AND A MINIMUM OF FOUR (4) FEET WIDE. SIDEWALKS SHALL HAVE A LIGHT BROOM FINISH WITH A MAXIMUM CROSS SLOPE OF TWO PERCENT. TRANSVERSE CONTRACTION JOINTS SHALL MAINTAIN AN EQUAL SPACING WITH THE SIDEWALK WIDTH. SIDEWALK EXPANSION JOINTS SHALL NOT EXCEED 40 FOOT SPACING UNLESS OTHERWISE NOTED.

ADA NOTES

1. ANY REQUEST BY THE GOVERNING AUTHORITY OR INSPECTOR TO ALTER ADA COMPLIANCE DETAILS OR REQUIREMENTS DEPICTED ON AND IN THESE PLANS AND SPECIFICATIONS MUST BE DIRECTED TO THE OWNER'S CONSTRUCTION MANAGER FOR AUTHORIZATION. ANY CHANGES MADE WITHOUT PROPER AUTHORIZATION AND LATER FOUND TO BE NON-COMPLIANT WITH THE DETAILS AS SHOWN ON AND IN THESE PLANS AND SPECIFICATIONS WILL BE REMOVED AND REPLACED TO BE MADE FULLY COMPLIANT, REGARDLESS OF MAGNITUDE, AT THE CONTRACTOR AND/OR SUB-CONTRACTOR'S EXPENSE. THE CONTRACTOR MUST FOLLOW THE "REQUEST FOR INFORMATION" (RFI) PROCESS IN ACQUIRING THE APPROVAL OF CHANGES TO ADA RELATED ITEMS.
2. ALL NEW SIDEWALKS OR ADA PATHS (SIDEWALKS TO BE REMOVED & REPLACED OR STRIPED ADA PATHS) SHALL NOT EXCEED 2% CROSS SLOPE & 5% RUNNING SLOPE. FOR SIDEWALKS CONTAINED WITHIN THE PUBLIC R/W AND WHEN ADJACENT STREET GRADES EXCEED 5%, THEN SIDEWALK RUNNING SLOPES MAY MATCH STREET GRADES.
3. 1/8" MAXIMUM DEPTH TO TOP OF SEALANT AND 1/8" MAXIMUM PROTRUSION TO TOP OF SEALANT ALONG ADA ACCESS ROUTES.
4. PRIVATE PROPERTY RAMPS SHALL HAVE THE FACE OF THE CURB TRANSITIONS PAINTED YELLOW.
5. ALL ADA PARKING AREAS SHALL BE 2% MAXIMUM IN ALL DIRECTIONS.

PROJECT INFORMATION

PROPERTY AREA
0.1602 ACRES
6,977 SQFT

BUILDING AREA

LEVEL 1	1,851 SF
LEVEL 2	1,926 SF
LEVEL 3	1,926 SF
TOTAL	5,703 SF

PARKING SUMMARY
PARKING SPACE AREA: 8.5' W x 19' L = 162 SF (>162 SF MIN.)

TOTAL SPACES REQUIRED:
(3 BEDROOM UNIT OR GREATER: 1 SPACE/BEDROOM)
PROPOSED 12 BEDROOMS: 12 PARKING SPACES
TOTAL SPACES PROVIDED: 12 ONSITE PARKING SPACES

IMPERVIOUS AREA SUMMARY

SITE AREA:	6,977 SF
65% MAXIMUM:	4,535 SF

EXISTING

719:	3,415 SF (48.95%)

PROPOSED

BUILDING:	1,934 SF
SIDEWALK:	578 SF
PARKING SPACES:	1,938 SF
POLY CART AREA:	65 SF
TOTAL:	4,515 SF (64.71%)

OPEN AREA SUMMARY: 719
BUILDABLE AREA BEHIND RBL = 6,326 SF
OPEN AREA REQUIRED 15% MINIMUM = 949 SF
OPEN AREA PROVIDED BEHIND 30' PARKING SETBACK = 1,941 SF
TOTAL PRIVATE OPEN AREA ON SITE = 1,941 SF, 30.68% (>15% MIN.)

PAVING NOTES

1. TRAFFIC CONTROL MEASURES SHALL BE IN-ACCORDANCE WITH CITY AND THE LATEST VERSION OF THE MUTCD.
2. PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND ANY NEW PAVEMENT.
3. CONTRACTOR SHALL PROVIDE AND INSTALL 4 INCH PVC SLEEVES FOR FUTURE UTILITY CROSSINGS UNDER NEW PAVEMENT. VERIFY CONDUIT LOCATIONS WITH IRRIGATION, ALL UTILITY COMPANIES, AGENCIES OR ENGINEER SUPPLYING FUTURE SERVICES.
4. ALL TRENCH BACKFILL FOR OPEN CUT PAVEMENT AREAS SHALL BE BACKFILLED FULL DEPTH WITH AGGREGATE BASE MATERIAL AND COMPACTED IN 8 INCH LIFTS TO 95% STANDARD PROCTOR DENSITY TO THE BOTTOM OF SURFACE PAVEMENT.

LEGAL DESCRIPTION

LOTS SEVENTY-ONE (71), AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA.

CONTAINING 6,977 SF OR 0.1602 ACRES, MORE OR LESS.

PAVING LEGEND

- CONCRETE PAVEMENT
- HEAVY DUTY ASPHALT
- CONCRETE SIDEWALK
- GRAVEL

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

66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

OKIE 811 Know what's below. Call before you dig. 1-800-522-6543

BY | REVISION | DATE

SITE PLAN
JENKINS INFILL
719 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY: EB
APPV. BY: RC
DATE: 10/15/2026
SHEET 01

Plotted: 10/15/2026 12:23:16 AM
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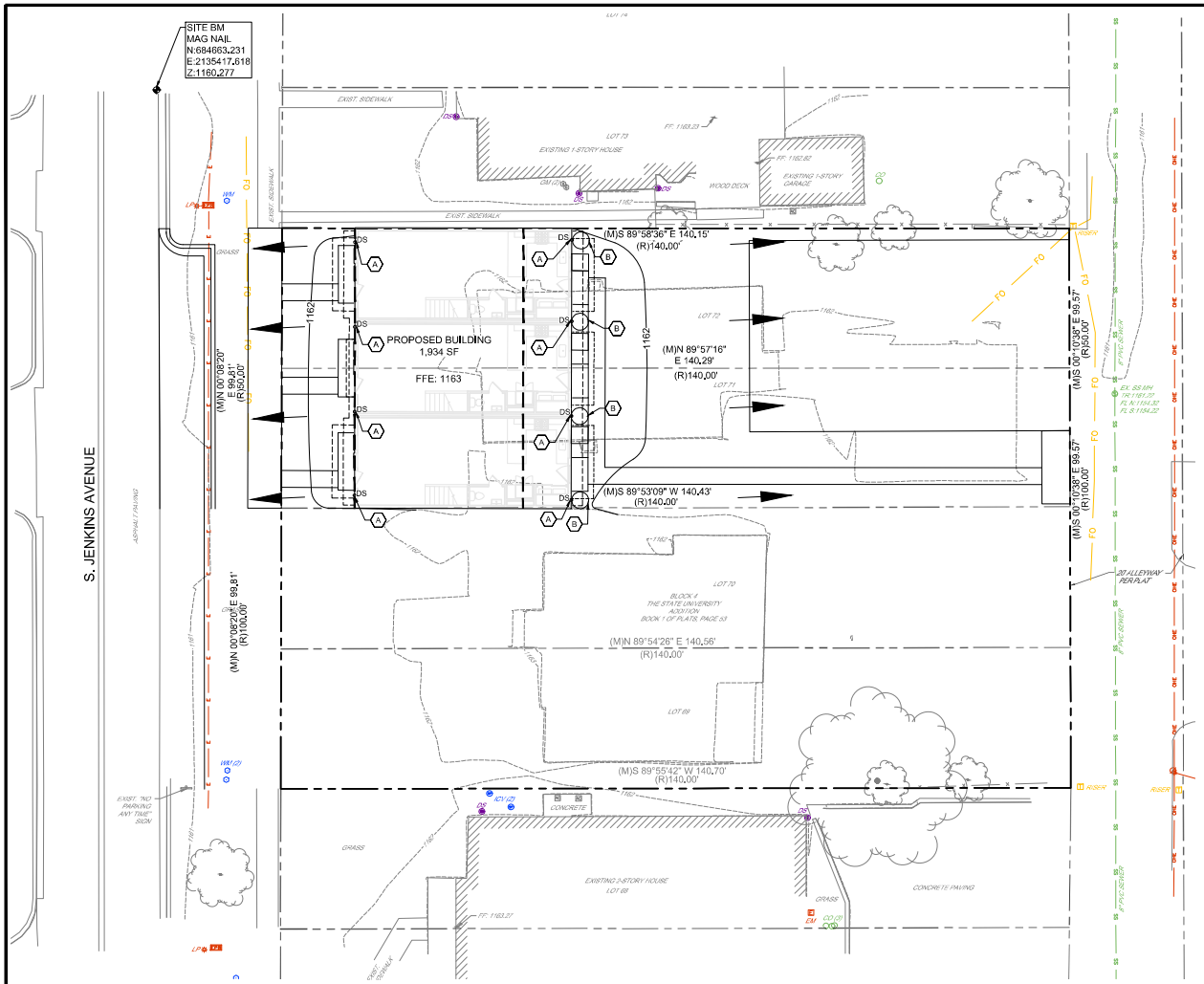


GRADING PLAN NOTES

1. THE CONTRACTOR SHALL CONTACT "OKIE" AT 811 OR 800-522-6543, ONE CALL SERVICE, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES MAY BE LOCATED AND MARKED.
2. EARTHWORK FOR ALL BUILDING FOUNDATIONS AND SLABS SHALL BE IN ACCORDANCE WITH STRUCTURAL BUILDING PLANS AND SPECIFICATIONS.
3. THE MAXIMUM CROSS SLOPE ON ANY SIDEWALK OR RAMP SHALL BE TWO PERCENT.
4. EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
5. UNLESS OTHERWISE SHOWN, NEW PAVING SHALL BE CONSTRUCTED TO ALLOW FOR POSITIVE DRAINAGE TO CATCH BASIN, CURB, GUTTER, AND OTHER RUNOFF COLLECTION DEVICES. NEW PAVEMENT SLOPE SHALL BE MINIMUM 0.50% FOR CONCRETE AND 1.5% FOR ASPHALT UNLESS OTHERWISE INDICATED OR DIRECTED BY THE ARCHITECT/ENGINEER.
6. ALL DISTURBED AREAS THAT ARE NOT TO BE PAVED SHALL BE SODDED UNLESS NOTED OTHERWISE. ENSURE ALL DISTURBED AREAS HAVE TOPSOIL TO A DEPTH OF FOUR TO SIX INCHES (4"-6"). REFER TO LANDSCAPE PLAN.
7. THE CONTRACTOR SHALL KEEP THE SITE CLEAN AT ALL TIMES AND CONTROL DUST RESULTING FROM THE EARTHWORK OPERATIONS. THE CONTRACTOR SHALL NOT TRACK MUD ON THE PUBLIC STREETS.
8. NEW CONTOURS DENOTE TOP OF FINISHED PAVING AND GRADED AREA AS INDICATED. ALL PROPOSED ELEVATIONS ARE TOP OF CURB, GUTTER OR FINISH GRADE AS INDICATED ON THE PLANS. UNLESS NOTED OTHERWISE.
9. PUBLIC STORM DRAIN SYSTEMS AND STRUCTURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH AUTHORITY HAVING JURISDICTION STANDARD DRAWINGS AND SPECIFICATIONS.
10. THE CONTRACTOR SHALL PROTECT EXISTING UTILITIES AND SHALL NOT DAMAGE OR DISTURB ANY SERVICE. THE CONTRACTOR SHALL REPAIR, AT CONTRACTOR'S OWN EXPENSE, ANY DAMAGED UTILITIES CAUSED BY CONSTRUCTION OPERATIONS.
11. ALL PIPES, SHALL HAVE A MINIMUM COVER OF (1) FEET TO TOP OF PIPE, UNLESS NOTED OTHERWISE, MIN. COVER FOR WATER LINES IS 30".
12. ADJUST ALL VALVE BOXES AND MANHOLE COVERS TO FINISHED GRADE WHEN APPLICABLE.
13. IF FIELD GRADE ADJUSTMENTS ARE REQUIRED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER.
14. MANHOLE LIDS AND SLEEVES IN PAVED AREAS SHALL BE HS-25 TRAFFIC RATED.
15. IF, AT ANY TIME THE CONTRACTOR FINDS ERROR AND/OR CONFLICTS IN THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER FOR CLARIFICATION PRIOR TO CONSTRUCTION.
16. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS. ANY DISCREPANCY FOUND SHALL BE DISCUSSED WITH THE ENGINEER OF RECORD PRIOR TO ANY CONSTRUCTION WORK.
17. THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CONTACT THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF EXISTING UTILITIES ON SITE OR IN RIGHT-OF-WAY. ALL UTILITIES MUST BE LOCATED PRIOR TO GRADING START.
18. ALL CUT OR FILL SLOPES SHALL BE A MAX 3:1 SLOPE OR FLATTER UNLESS OTHERWISE NOTED.
19. ALL STORM SEWER PIPE CONNECTIONS TO STRUCTURES SHALL BE GROUTED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT. ALL STORM SEWER STRUCTURES SHALL HAVE A SMOOTH UNIFORM POURED MORTAR INVERT FROM INVERT IN TO INVERT OUT.
20. ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH THE PAVEMENT AND SHALL HAVE TRAFFIC BEARING RINGS AND COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 3" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER".
21. SITE GRADING SHALL NOT PROCEED UNTIL APPROPRIATE EROSION AND SEDIMENT CONTROL MEASURES HAVE BEEN INSTALLED. THE CONTRACTOR SHALL ADHERE TO ALL TERMS AND CONDITIONS AND OUTLINED IN THE GENERAL NOTES PERMIT AND THE SWPPP FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
22. THE CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS THROUGHOUT ALL PHASES OF CONSTRUCTION.
23. CONTRACTOR SHALL REFER TO ARCHITECT DRAWINGS FOR FOR ALL ELEMENTS OF BUILDING, APPURTENCES ATTACHED TO THE BUILDING OR ANY OTHER ITEM WITHIN 5' OF STRUCTURE. FOR UTILITY ENTRANCES TO BUILDING REFER TO MEP PLANS.
24. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE, AS NECESSARY, TO RETURN IT TO THE EXISTING CONDITION OR BETTER. CONTRACTOR SHALL REPAIR AND RESTORE ANY AREAS DAMAGED DURING CONSTRUCTION AS HIS OWN EXPENSE.
25. NO HAZARDOUS MATERIALS SHALL BE BROUGHT ON SITE OR GENERATED AT THE SITE.

GRADING KEYNOTES

(A) DOWNSPOUTS

(B) 200 GALLON RAINWATER STORAGE TANK

NOTES

1. THE IMPERVIOUS AREA CALCULATIONS ARE SHOWN ON CS101.
2. THE SITE WILL DRAIN TO JENKINS AVENUE AND THE PUBLIC ALLEY IN THE REAR OF THE PROPERTY.

GRADING LEGEND

DRAINAGE FLOW

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

66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

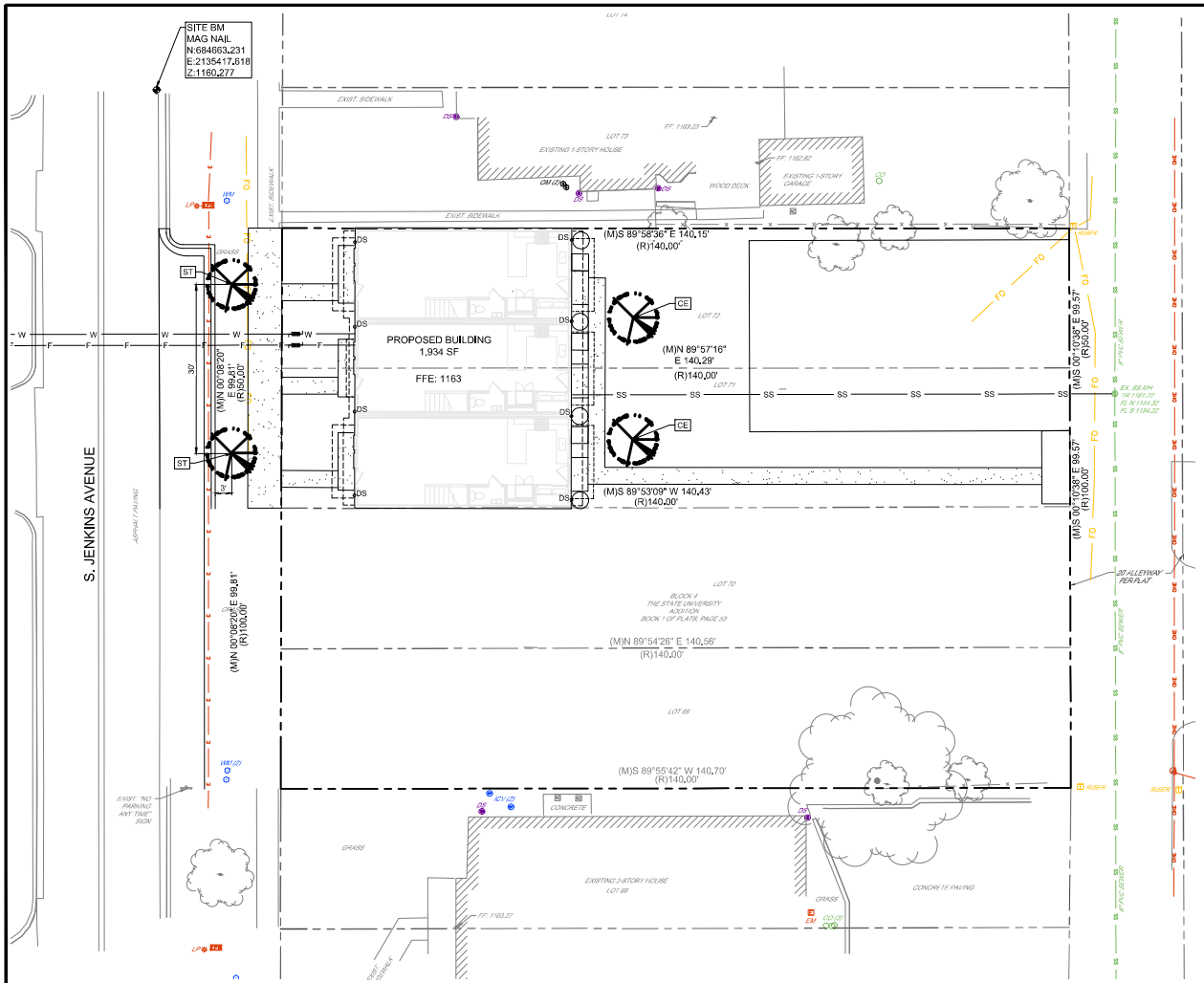
OKIE 811
Know what's below. Call before you dig.
1-800-522-6543

BY	REVISION	DATE

GRADING AND DRAINAGE PLAN

JENKINS INFILL
719 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY:	EB
APPV. BY:	BC
DATE:	10/15/2026
SHEET	C201



LANDSCAPE & IRRIGATION NOTES

ALL PLANTING SHALL BE TO THE STANDARDS OF HORTICULTURE PRACTICE.

ALL PLANT MATERIAL SHALL BE SOUND HEALTHY, VIGOROUS AND WELL BRANCHED. PLANTS SHALL BE FREE FROM INSECTS, PEST EGGS AND LARVAE AND SHALL HAVE HEALTHY ROOT SYSTEMS.

PLANT MATERIAL SHALL BE WATERED UNTIL PLANTED. ROOT BALL SHALL NOT BECOME DRY.

FINISH GRADE FOR LAWN AREAS SHALL BE HELD 1" BELOW THE TOP OF ADJACENT PAVEMENT AND CURBS.

TREE PLANTING NOTES

TREE SHALL BE PLANTED IN A PIT THAT HAS A MINIMUM OF 12"WIDER THEN THE ROOT BALL.

MIX 1 BAG OF BACK TO EARTH SOIL CONDITIONER WITH THE EXCAVATED TOPSOIL TO USE AS BACKFILL.

USE 4 AGRIFORM TABLETS FOR EACH TREE 2" CALIPER AND LESS.
USE 6 AGRIFORM TABLETS FOR EACH TREE LARGER THAN 2" IN CALIPER.
EQUALLY SPACE TABLETS AROUND TREE, 6" FROM ROOT BALL AND 4" INTO BACKFILL.
AGRIFORM TABLETS TO BE 20-10-5 WITH MINORS, 21 GRAM.

PLANT TREE 3" ABOVE FINISH GRADE TO ALLOW FOR PROPER DRAINAGE.

ALL TREES SHALL BE STAKED WITH APPROVED STAKING METHOD FOR A PERIOD OF ONE YEAR.

REFER TO TREE PLANTING DETAIL FOR MORE INFORMATION.

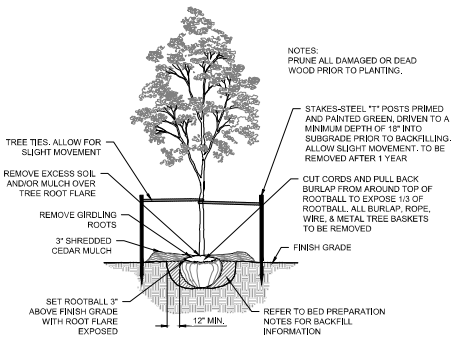
City of Norman
CCFBC Landscape Requirements

Street Trees	30' Max Separation
S. JENKINS AVENUE	
Total Street Frontage:	50 LF
Total Trees Required:	2
New Trees Provided:	2

Private Open Area	1 Tree per 800SF of Required Private Open Area
Private Open Area Required:	949 SF
Private Open Area Provided:	1,941 SF
Trees Required:	2
Trees Provided:	2

Plant Material Schedule

QTY	KEY	COMMON NAME	BOTANICAL NAME	SIZE
2	ST	Sawtooth Oak	Quercus acutissima	2.5" cal., 10' ht. min, B&B
2	CE	Chinese/Lacebark/Drake Elm	Ulmus parvifolia	2.5" cal., 10' ht. min, B&B



2 TREE PLANTING DETAIL
SCALE: NOT TO SCALE

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

66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

OKIE 811
Know what's below. Call before you dig.
1-800-522-6543

BY:
REVISION:
DATE:

LANDSCAPE PLAN

JENKINS INFILL
719 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY: EB
APPV'D. BY: NC
DATE: 10/15/2026
SHEET: L1.01

Applicant: Riggins Investments, LLC

Project Location: 719 Jenkins Ave

Case Number: PD 26-26

Time: 5:30 P.M.

Applicant Representative:
Kaitlyn Turner

Attendees:
Keith McCabe
Bill Diedrich
Kylie Love
Dustin Graham

City Staff:
Greyson Williams, Planner II
Anais Starr, Planner II
Logan Gray, Planner II

Application Summary:
The applicant is requesting a Special Use Designation for the subject property at 719 Jenkins Ave. The requested Special Use Designation is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit, thus triggering the Special Use.

Neighbors' Comments/Concerns/Responses:
Neighbors and applicant discussed proposed parking in the rear of the property.

Neighbor asked if on street parking was ever an option. Staff and applicant clarified Jenkins Ave requirements.

Neighbor and applicant discussed construction logistics and methods for 719 and 731.

Neighbor asked if applicant has fire wall detail. Applicant answered they do not have that spec sheet yet.

Neighbor asked if drainage plans have been solidified. Engineer answers that yes, they are complete. Neighbor asked if drain spouts will empty on to neighboring lots. Applicant answered no. Staff clarified the 65% coverage rule and engineered solutions beyond that.

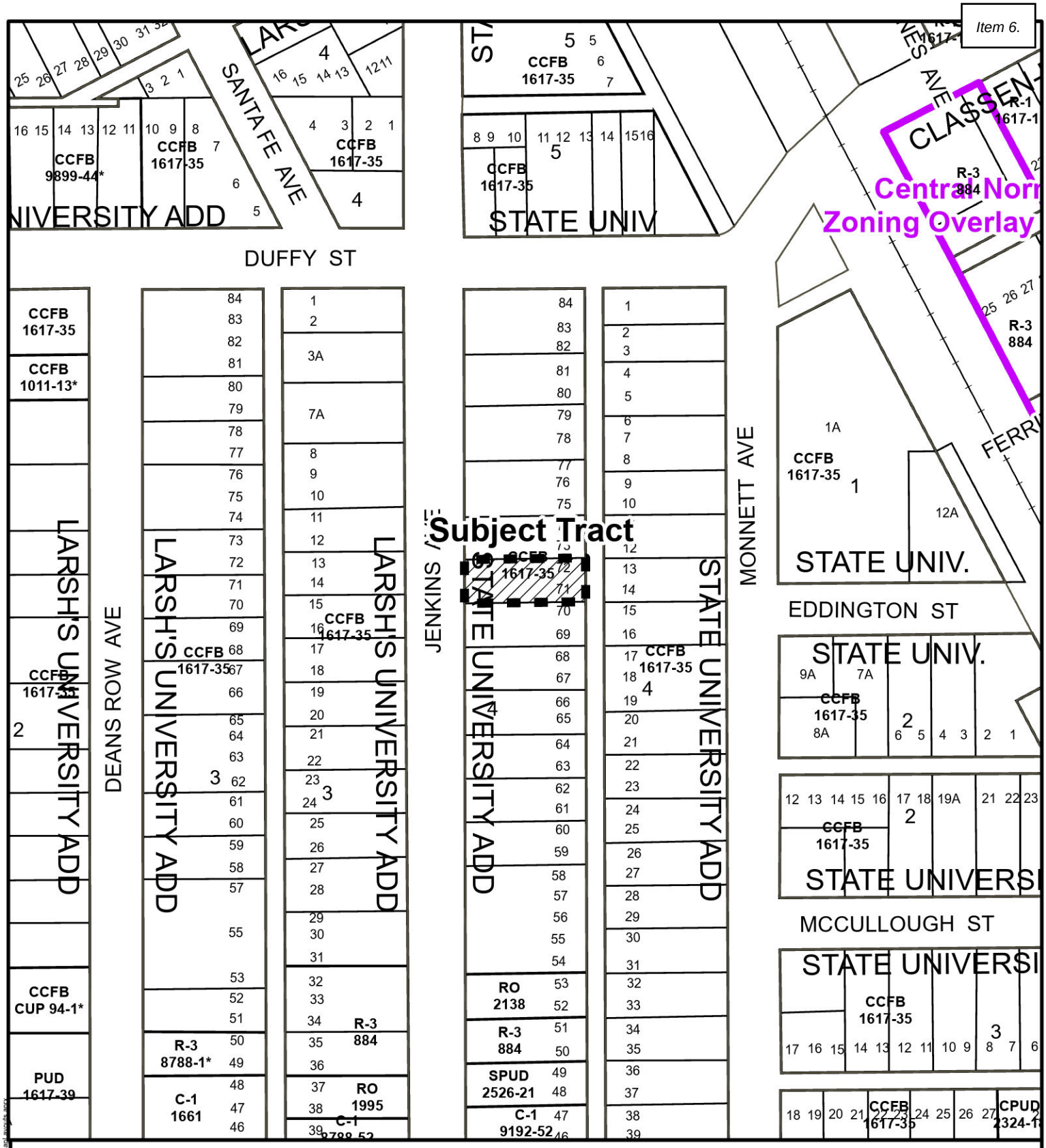
Neighbor asked if North and South elevations would have windows. Applicant answered no.

Neighbor asked what the widths of the units would be. Staff clarified there is no minimum and applicant answered around 15'. Staff will research widths more but believe they are not required.

Neighbor asked what RBL was. Staff answered 13 feet.

Neighbor asked if we were planning commission will discuss the special use 4th bedroom or CCFBC. Staff clarified it is just the bedroom being discussed.

Neighbor and applicant discussed parking.



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.

N W E S

October 2, 2026

0 75 150 Ft.

Subject Tract

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/12/2026

REQUESTER: Riggins Ventures, LLC

PRESENTER: Greyson Williams, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, LLC / Box Law Group, PLLC
LOCATION	719 Jenkins Ave
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF)
EXISTING LAND USE DESIGNATION	Urban High
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF) with Special Use for Dwelling Units with Four or More Bedrooms
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Riggins Ventures, LLC, is requesting Special Use for Dwelling Units with Four or More Bedrooms for the subject property at 719 Jenkins Ave. The requested Special Use is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit.

EXISTING CONDITIONS:

SIZE OF SITE: 0.15 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Single-Family Residence w/ADU	Single-Family Residence	Single-Family Residence w/Garage Apartment	Multi-Family Residence	Multi-Family Residence

ZONING DESIGNATION

CCFBC, Center City Form-Based Code

The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

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.

LAND USE DESIGNATION

Urban High (UH)
See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail is approximately 0.11 miles Northeast of the subject property with sidewalk access along Jenkins Ave and Duffy Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 October 22, 2026

The applicant attended the Pre-Development meeting for this application on October 22, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the permit review stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed during the permit review stage.

PUBLIC WORKS/ENGINEERING

Proposed stormwater solutions comply with the requirements of the Engineering Design Criteria.

TRANSPORTATION ENGINEER

No comments on this request as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

CCFBC, SEC. 704 Development and Performance Standards
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.

The applicant requests Special Use to include four bedrooms per unit within their proposed development. Applicant will comply with all codes and standards set forth by the CCFBC, Building and Fire Codes, and development code.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood goals of infill development that promote density and cultivating an accessible pedestrian centric environment.

Urban High (UH) Land Use Policies

The proposal is **consistent** with the following UH Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation network, Circulation & Access**
- **Utility Access**
- **Public Space**

The proposal is **consistent** with these Urban Land Use policies, as it is a multi-unit 3 story structure that is consistent in scale with the surrounding area. The site design promotes walking and provides connections for multiple transportation options. Utility access is in place and available.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with the policies of the AIM Norman Land Use Plan, as it proposes infill development of a multi-unit 3 story structure, promotes connectivity and walkability, and connects to existing utilities.

CONCLUSION:

Staff forwards this request for Special Use for Dwelling Units with Four or More Bedrooms and Ordinance O-2627-18 to the Planning Commission for consideration and recommendation to City Council.

Attachment:
719 Jenkins Ave AIM Documents

719 S Jenkins

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Schematic Plan & Elevations
5. Construction Plans
6. Pre-Development Notes

Commissioner Bird stated that Items 4 and 5 involved the same applicant and identical proposed developments at two separate locations, therefore, the items would be presented and discussed together, with separate votes taken on each item at the end.

731 S Jenkins

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Schematic Plan & Elevations

5. Construction Plans
6. Pre-Development Notes

Staff Presentation

Greyson Williams, Planner II, presented the staff reports for the 719 Jenkins and 731 Jenkins projects.

Applicant Presentation

Kaitlyn Turner, the applicants representative, presented the 719 Jenkins and 731 Jenkins projects.

Commissioner Bird asked for clarification on the proposed parking layout. Ms. Turner stated the site plan included 12 parking spaces at the rear of the property, meeting the City's parking requirements. She explained because the application did not involve rezoning, the parking layout was required to comply with existing code standards. Commissioner Bird asked if the spaces would function as tandem parking, requiring coordination between residents. Ms. Turner confirmed that was true and stated similar parking arrangements existed along the street, with access provided through the alley, and residents had historically been able to coordinate parking arrangements.

Public Comments

There were no public comments.

Commission Discussion

There was no further Commission discussion.

Motion to approve item 4 made by Commissioner McDaniel, **Seconded** by Commissioner Griffith.

Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel, Commissioner Davis

Planning Commission recommended approval of O-2627-18.

Motion to approve item 5 made by Commissioner McKown, **Seconded** by Commissioner Kindel.

Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel, Commissioner Davis

Planning Commission recommended approval of O-2627-19.

File Attachments for Item:

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Riggins Ventures, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, L.L.C. / Box Law Group, PLLC
LOCATION	731 Jenkins Ave
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (UR)
EXISTING LAND USE DESIGNATION	Urban High
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF) with Special Use for Dwelling Units with Four or More Bedrooms
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Riggins Ventures, L.L.C., is requesting Special Use for Dwelling Units with Four or More Bedrooms for the subject property at 731 Jenkins Ave. The requested Special Use is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Multi-Family Residence	Single-Family Residence w/ADU	Multi-Family Residence	Multi-Family Residence	Multi-Family Residence

ZONING DESIGNATION
CCFBC, Center City Form-Based Code
The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.
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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

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.

LAND USE DESIGNATION
Urban High (UH)

See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail is approximately 0.14 miles Northeast of the subject property with sidewalks access along Jenkins Ave and Duffy Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 October 22, 2026

The applicant attended the Pre-Development meeting for this application on October 22, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the permit review stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed during the permit review stage.

PUBLIC WORKS/ENGINEERING

No comments on this request.

TRANSPORTATION ENGINEER

No comments on this request as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

CCFBC, SEC. 704 Development and Performance Standards
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.

The applicant requests Special Use to include four bedrooms per unit within their proposed development. Applicant will comply with all codes and standards set forth by the CCFBC, Building and Fire Codes, and development code.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood goals of infill development that promote density and cultivating an accessible pedestrian centric environment.

Urban High (UH) Land Use Policies

The proposal is **consistent** with the following UH Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation network, Circulation & Access**
- **Utility Access**
- **Public Space**

The proposal is **consistent** with these Urban Land Use policies, as it is a multi-unit 3 story structure that is consistent in scale with the surrounding area. The site design promotes walking and provides connections for multiple transportation options. Utility access is in place and available.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with the policies of the AIM Norman Land Use Plan, as it proposes infill development of a multi-unit 3 story structure, promotes connectivity and walkability, and connects to existing utilities.

CONCLUSION:

Staff forwards this request for Special Use for Dwelling Units with Four or More Bedrooms and Ordinance O-2627-19 for consideration by City Council.

Attachment:
731 Jenkins Ave AIM Documents

PLANNING COMMISSION RESULTS:

At their meeting of November 12, 2026, the Planning Commission recommended approval of Ordinance O-2627-19 by a vote of 8-0.

O-2627-19

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVENUE; WARD 4)

§ 1. WHEREAS, Riggins Ventures, LLC. has made application to have Special Use for dwelling units with four or more bedrooms on the property described below in CCFBC, Center City Form Based Code; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on November 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to grant Special Use for dwelling units with four or more bedrooms in Center City Form Based Code, for the following described property, to wit:

Lots Sixty-nine (69) and Seventy (70), in Block Four (4) of State University Addition in Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-560 of the Code of the City of Norman, as amended, the following conditions are hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the Site Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____,2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____,2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

CORE NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

GOALS

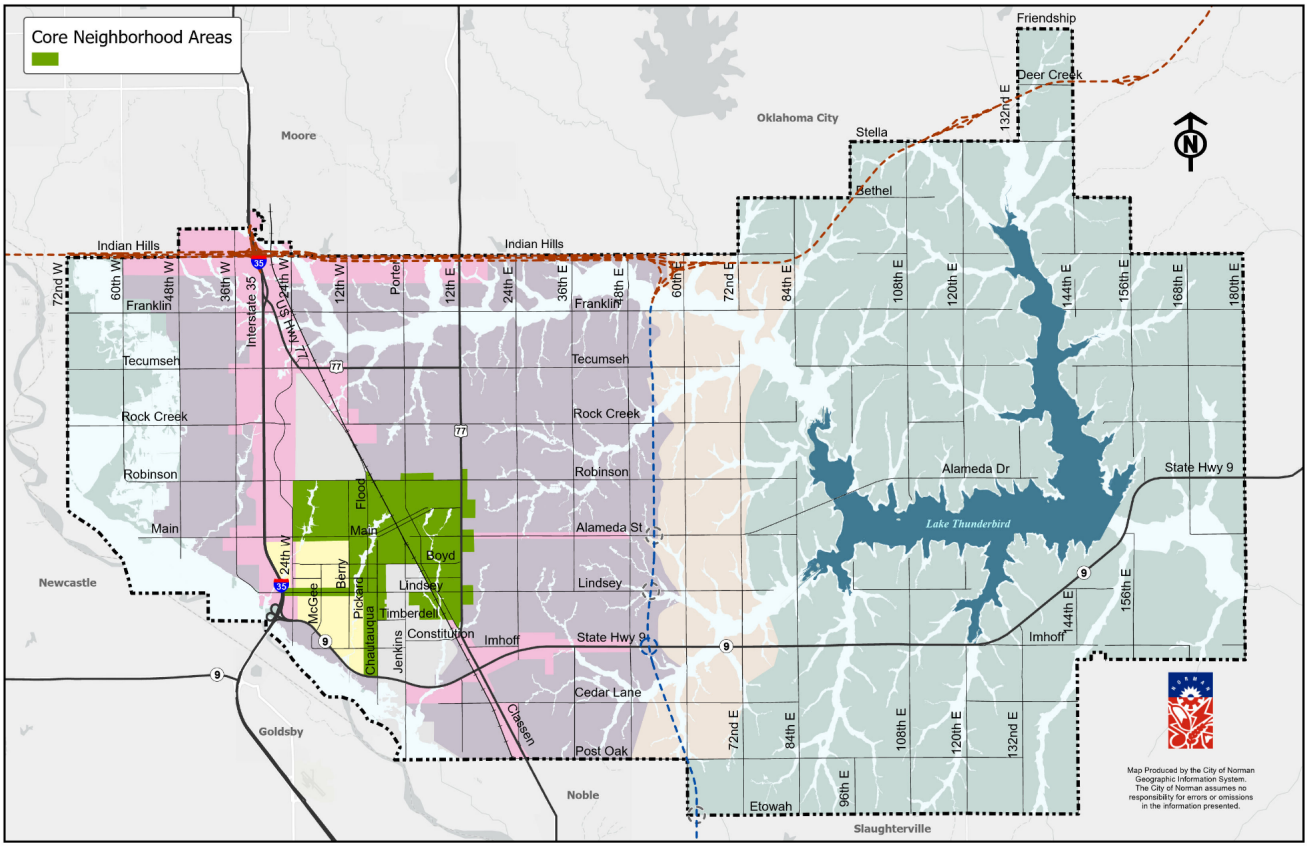
- Balance reinvestment and affordability for housing by promoting rehabilitation and renovation, while allowing for density increases, where appropriate.
  - *ADUs continue to be an appropriate housing typology in this Character Area.*
- Cultivate an accessible, pedestrian-centric environment that's enjoyable for live, work, and play including transitions from other, more auto-centric, character areas.
- Promote local business growth and encourage employment opportunities within the Core, catering to residents, students, and visitors.

OPPORTUNITIES

- High access to alternative modes of transportation, including public transit, walking, and bicycling.
- Rehabilitation and redevelopment opportunities for residential and commercial projects.
- Strong historic ties and active attention from existing community efforts.

CHALLENGES

- Undersized, aging infrastructure, including lack of stormwater infrastructure, that requires frequent maintenance.
- Balancing reinvestment with affordability options.
- Under used areas.
- Cost of infill development.



LAND USE CATEGORY

Urban High (UH)

DESCRIPTION & CONTEXT

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

BUILDING TYPES

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

SITE DESIGN

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

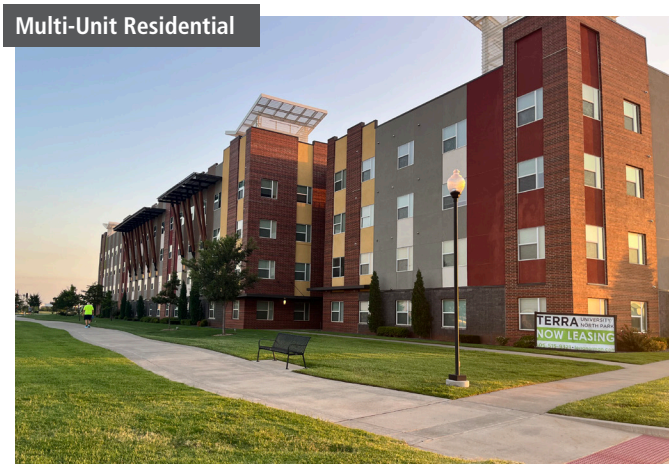
LOCATIONAL CRITERIA

- Large building footprints (>12,500 SF) compromise the development pattern and are not appropriate, except along arterials and at arterial intersections.
- Medium intensity residential uses should be discouraged along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Medium intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- High Urban is most compatible adjacent to: UM, ULC, MX, IMX, CBD, LCC, C, JC, TOD, and OP.
- High Urban is least compatible adjacent to: AR and UR and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

ZONING DISTRICTS

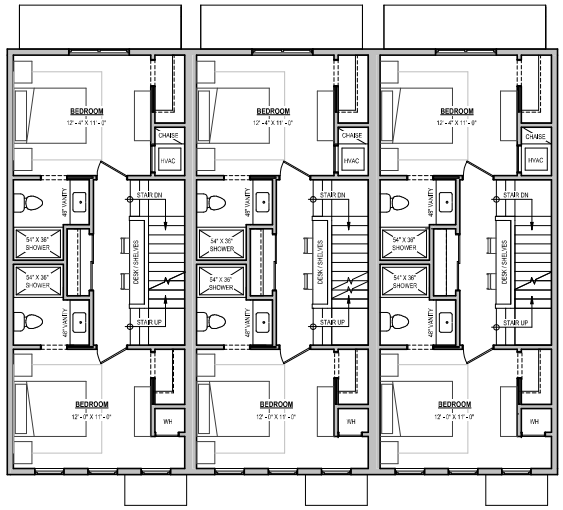
RM-2	RM-6	R-3	RO	O-1	CO	C-1	C-2	C-3	MUD		
PUD	SPUD										
A-1	A-2	RE	R-1	R-1-A	R-2	RM-4	TC	CR	I-1	I-2	M-1

Multi-Unit Residential

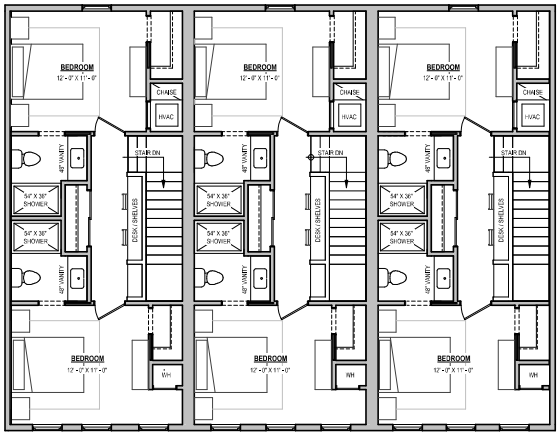


Mixed-Use





3 SECOND FLOOR PRESENTATION PLAN
3/16" = 1'-0"



2 THIRD FLOOR PRESENTATION PLAN
3/16" = 1'-0"

SQUARE FOOTAGES

UNIT SQUARE FOOTAGES

FIRST FLOOR.....617 SQ FT
SECOND FLOOR.....642 SQ FT
THIRD FLOOR.....642 SQ FT

TOTAL.....1,901 SQ FT

BUILDING SQUARE FOOTAGES

FIRST FLOOR.....1,851 SQ FT
SECOND FLOOR.....1,926 SQ FT
THIRD FLOOR.....1,926 SQ FT

TOTAL.....5,703 SQ FT



1 FIRST FLOOR PRESENTATION PLAN
3/16" = 1'-0"

DOUGLAS DESIGN STUDIO, LLC
RESIDENTIAL DESIGNER
214.675.2529
evanadoug@gmail.com

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731 JENKINS TOWNHOUSES
NORMAN, OKLAHOMA

SEPTEMBER 24, 2026

PRESENTATION PLANS

A1.0

FENESTRATION PERCENTAGES

FIRST FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 150 SQ FT
PERCENTAGE 33.1%

SECOND FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 143 SQ FT
PERCENTAGE 31.5%

THIRD FLOOR

TOTAL WALL 453 SQ FT
FENESTRATION 143 SQ FT
PERCENTAGE 31.5%



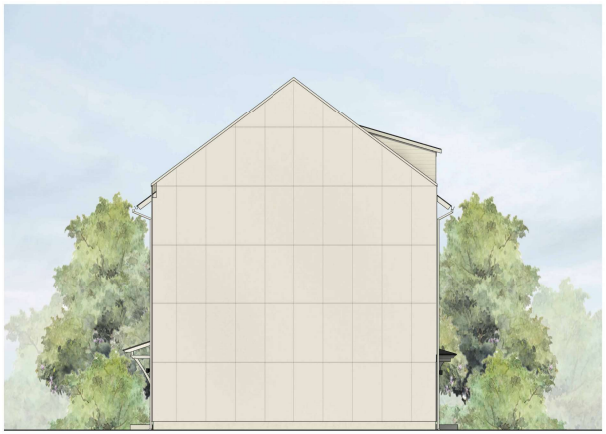
4 FRONT COLOR ELEVATION
1/8" = 1'-0"



3 SIDE COLOR ELEVATION A
1/8" = 1'-0"



2 REAR COLOR ELEVATION
1/8" = 1'-0"



1 SIDE COLOR ELEVATION B
1/8" = 1'-0"

DOUGLAS DESIGN STUDIO, LLC
RESIDENTIAL DESIGNER
214.675.2529
evanadoug@gmail.com

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731 JENKINS TOWNHOUSES
NORMAN, OKLAHOMA

SEPTEMBER 24, 2026

RENDERED ELEVATIONS

A2.0

CONSTRUCTION PLANS FOR
JENKINS INFILL

731 S. JENKINS AVE
NORMAN, OK 73069

PROPOSED TOWNHOUSE DEVELOPMENT

GENERAL NOTES

1. THE CONTRACTOR SHALL CONTACT "OKIE" AT 811 OR 800-522-6543, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES MAY BE LOCATED AND MARKED.
2. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. ANY CONSTRUCTION OBSERVATION BY THE ENGINEER OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES, IN, ON OR NEAR THE CONSTRUCTION SITE.
3. THE GENERAL CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR AND SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
4. ALL SITE WORK FOR THIS PROJECT SHALL MEET OR EXCEED THE SPECIFICATIONS OF THE RELEVANT UTILITY COMPANY OR REGULATORY AUTHORITY, AND THE SPECIFICATIONS FOR THE CONSTRUCTION OF THE EXISTING IMPROVEMENTS, WHICH ARE BEING ALTERED OR REPLACED. THE CONTRACTOR SHALL CONTACT, IF DEEMED NECESSARY, THE ENGINEER FOR ADDITIONAL LANDSCAPING AND/OR IRRIGATION INFORMATION AND DETAILS REQUIRED TO COMPLETE THE WORK DETAILED IN THESE PLANS.

WARRANTY/DISCLAIMER

THE DESIGNS REPRESENTED IN THESE PLANS ARE IN ACCORDANCE WITH ESTABLISHED PRACTICES OF CIVIL ENGINEERING FOR THE DESIGN FUNCTIONS AND USES INTENDED BY THE OWNER AT THIS TIME. HOWEVER, NEITHER THE ENGINEER NOR ITS PERSONNEL CAN OR DO WARRANT THESE DESIGNS OR PLANS AS CONSTRUCTED EXCEPT IN THE SPECIFIC CASES WHERE THE ENGINEER INSPECTS AND CONTROLS THE PHYSICAL CONSTRUCTION ON A CONTEMPORARY BASIS AT THE SITE.

FLOOD CERTIFICATION

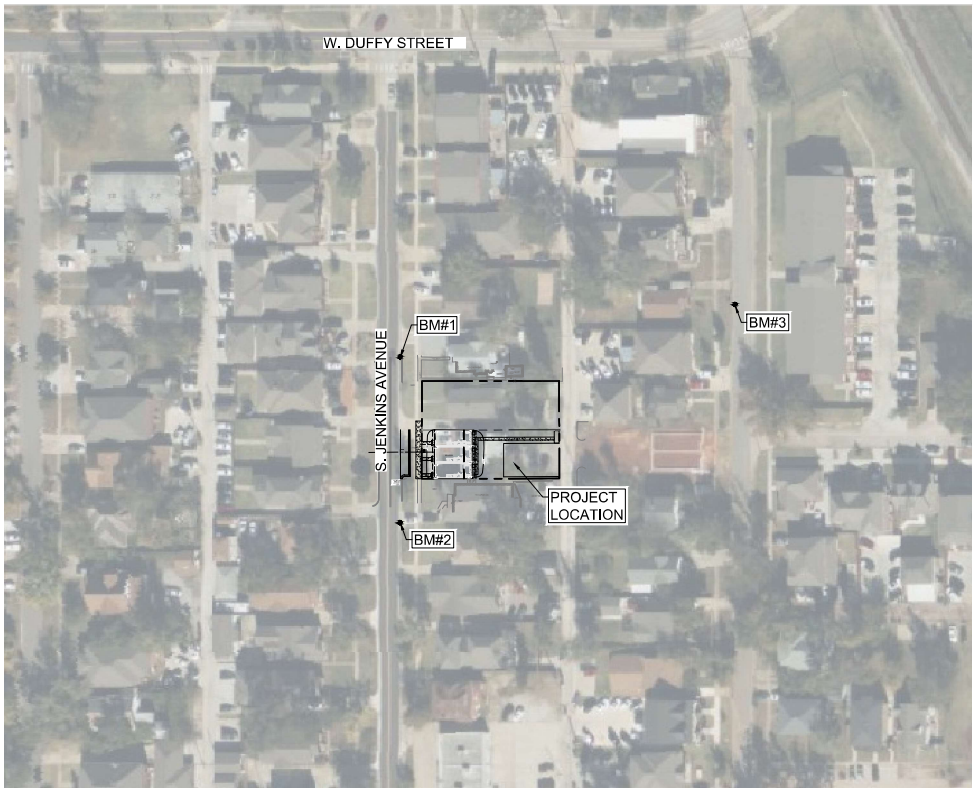
IT HAS BEEN DETERMINED UPON EXAMINATION OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CLEVELAND COUNTY, OKLAHOMA AND INCORPORATED AREAS MAP NO. 40027C0280J, MAP EFFECTIVE: JANUARY 15, 2021, THE SUBJECT PROPERTY IS FULLY WITHIN ZONE 'X', NO SCREENING, WHICH IS CLASSIFIED AS AREAS OF MINIMAL FLOOD HAZARD.

LEGAL DESCRIPTION

A TRACT OF LAND:
LOTS SIXTY-NINE (69), AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA.
CONTAINING 7,022 SQ. FT. OR 0.1612 ACRES, MORE OR LESS.

ZONING

SUBJECT PROPERTY IS ZONED CCFB, CENTER CITY FORMED BASE CODE.



Benchmark #1	Benchmark #2	Benchmark #3
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N = 684663.231	N = 684494.003	N = 684716.920
E = 2135417.618	E = 2135417.472	E = 2135759.776

PROJECT MAP

60 30 0 60
SCALE: 1" = 60'

Sheet List Table	
Sheet Number	Sheet Title
GI001	COVER SHEET
CD101	DEMOLITION PLAN
CS101	SITE PLAN
CG101	GRADING AND DRAINAGE PLAN
CL101	LANDSCAPE PLAN

UTILITY COORDINATION	
PUBLIC WORKS - ENGINEERING	405-366-5452
PUBLIC WORKS UTILITY DEPARTMENT	405-366-5453
OKLAHOMA NATURAL GAS	918-527-1069
AT&T FIBER/COPPER	918-508-5091
COX COMMUNICATIONS	918-286-4587
OEC FIBER	405-217-6868

OWNER / DEVELOPER
RIGGINS VENTURES, LLC
DAKOTA RIGGINS
1204 E. JOYCE BLVD. SUITE 102
FAYETTEVILLE, AR 72703
DAKOTA@RIGGINSVENTURES.COM

SURVEYOR
GOLDEN LAND SURVEYING
4131 N.W. 122ND ST, SUITE 100
OKLAHOMA CITY, OK 73120
(405) 849-6010
TROY@GOLDENLS.COM
CA NO. 7263 RENEWAL: JUNE 30, 2028

ENGINEER
66 ENG GROUP
5 S. MAIN STREET
SAPULPA, OK 74066
(918) 248-1129
BCOX@66ENG.COM
CA NO. 8853 RENEWAL: JUNE 30, 2027

THIS DOCUMENT IS
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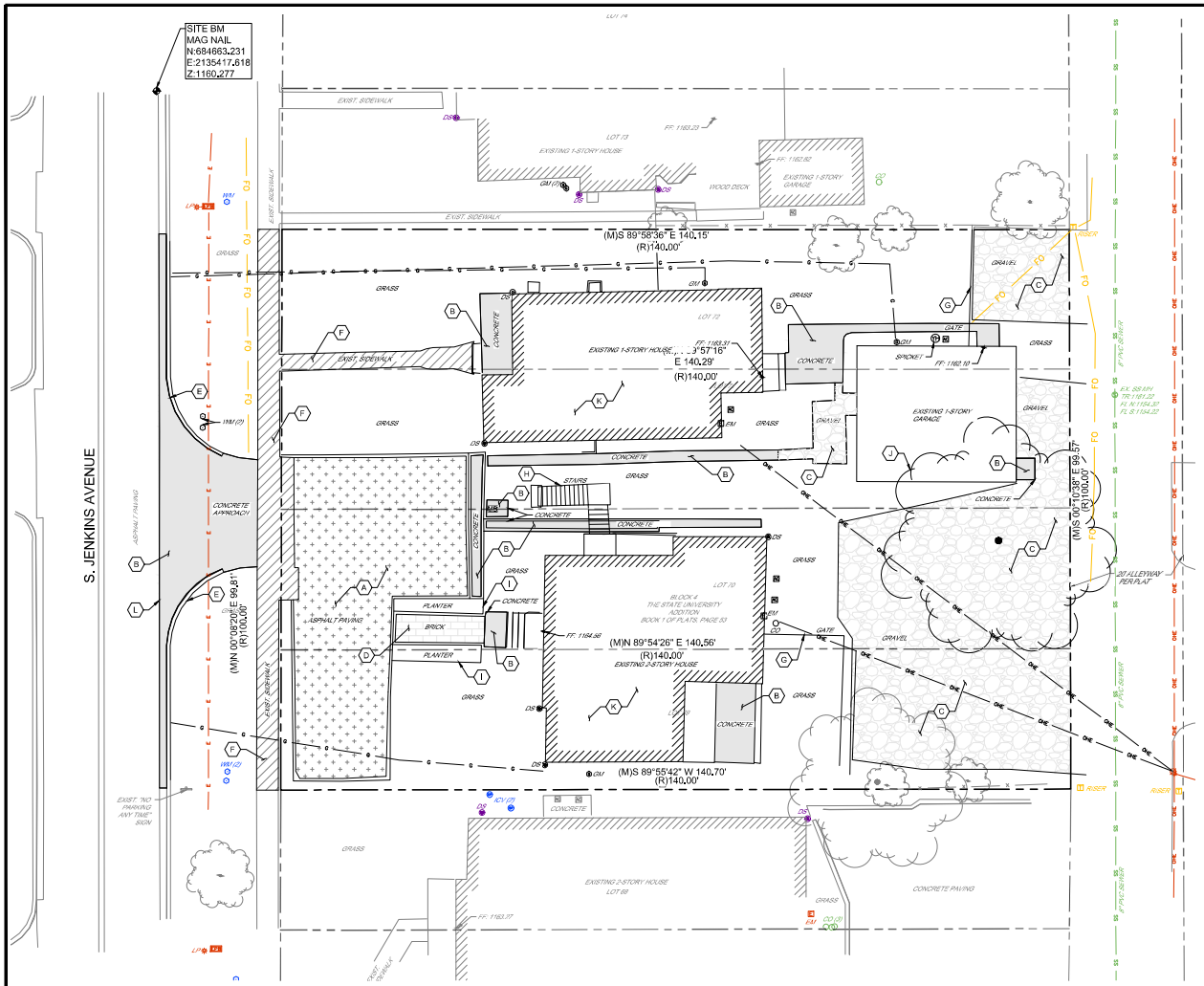
66 ENG GROUP
5 SOUTH MAIN STREET, SAPULPA, OK 74066

OKIE 811
Know what's below. Call before you dig.
1-800-522-6543

BY
REVISION
DATE

COVER SHEET
JENKINS INFILL
731 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY: EB
APP'C. BY: BC
DATE: 10/15/2026
SHEET 1



DEMOLITION PLAN NOTES

1. PRIOR TO ANY WORK, CONTRACTOR SHALL CONTACT THE OKLAHOMA ONE-CALL SYSTEM, 1-800-522-6543, TO LOCATE EXISTING UTILITIES. PHONE BETWEEN 10 DAYS AND 48 HOURS PRIOR TO COMMENCEMENT OF WORK, EXCLUDING SATURDAYS, SUNDAYS, AND LEGAL HOLIDAYS.
2. CONTRACTOR SHALL ABIDE BY ALL FEDERAL, STATE, AND LOCAL CODES FOR THE DEMOLITION AND DISPOSAL OF ALL MATERIALS.
3. ENGINEER SHALL NOT BE LIABLE FOR ANY DEMOLITION PROCEDURES, SCHEDULING, AND DISPOSAL OF ANY MATERIALS.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER DISPOSAL OF ALL TRASH AND BUILDING MATERIALS. ALL WASTE MATERIAL GENERATED BY DEMOLITION AND CONSTRUCTION ACTIVITIES SHALL BE HAULED OFF-SITE TO A LEGAL DUMP SITE AND DEPOSITED AT THE CONTRACTORS EXPENSE. THE HAUL ROUTE SHALL BE MAINTAINED FREE OF DEBRIS, MUD, ROCK, AND TRASH AT ALL TIMES.
5. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO MAKE SURE THAT ADJACENT PROPERTY IS NOT DAMAGED AND IS ACCESSIBLE AT ALL TIMES, AND THAT CONSTRUCTION DOES NOT CREATE ANY HARDSHIP TO LAND OWNERS ADJACENT TO THE CONSTRUCTION SITE.
6. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL, AND DISPOSING IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES. OF ALL STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, PARKING, DRIVES, DRAINAGE, STRUCTURES, UTILITIES, ETC.. SUCH THAT THE IMPROVEMENTS SHOWN ON THE REMAINING PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE SPECIFICATIONS.
7. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE DISCONNECTION, REMOVAL AND RELOCATION OF ALL UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES AND CHARGES.
8. THE CONTRACTOR IS RESPONSIBLE FOR THE DISCONNECTION OF UTILITY SERVICES TO THE EXISTING BUILDINGS PRIOR TO DEMOLITION OF THE BUILDINGS.
9. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THIS PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY, PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE ENGINEER WITH ONSITE LOCATIONS OF EXISTING UTILITIES.
10. ALL UTILITIES SUCH AS ELECTRICAL, TELEPHONE, CABLE, WATER, FIBER OPTIC CABLE AND/OR GAS LINES NEEDING TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE AFFECTED UTILITY COMPANY. ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY IS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE.
11. ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED PRIOR TO DEMOLITION.
12. CONTRACTOR MAY LIMIT SAW-CUT AND PAVEMENT REMOVAL TO ONLY THOSE AREAS WHERE IT IS REQUIRED AS SHOWN ON THESE CONSTRUCTION PLANS. IF ANY DAMAGE IS INCURRED ON ANY OF THE SURROUNDING PAVEMENT, ETC. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS REMOVAL AND REPLACEMENT.
13. CONTRACTOR WILL BE RESPONSIBLE FOR ARRANGING/PROVIDING ANY REQUIRED WATERMAIN SHUT-OFFS WITH THE UTILITY PROVIDED DURING CONSTRUCTION. ANY COSTS ASSOCIATED WITH WATERLINE SHUT-OFFS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NO EXTRA COMPENSATION WILL BE PROVIDED.
14. IF ANY ABANDONED SEPTIC TANKS ARE FOUND PRESENT WITHIN THE LIMITS OF DISTURBANCE THEY SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL LAWS.
15. IF THE CONTRACTOR FINDS ANY UNDERGROUND TANKS ON SITE, THEY SHALL CONTACT THE ENGINEER IMMEDIATELY.
16. ALL WELLS SHALL BE CAPPED AND CLOSED IN ACCORDANCE WITH APPLICABLE STATE AND FEDERAL LAW.
17. ALL REMOVED AND SALVAGED ITEMS SHALL BECOME THE PROPERTY OF THE CONTRACTOR, UNLESS SPECIFICALLY NOTED OR REQUESTED BY THE OWNER.
18. THE CONTRACTOR SHALL USE PERIODIC WETTING AND OR WATERING WITHIN LIMITS OF CONSTRUCTION TO CONTROL DUST AND DIRT CAUSED BY DEMOLITION WORK OR HIGH WINDS.
19. ALL EXISTING PAVEMENT, BASE COURSES, SIDEWALKS, CURBS, FOUNDATIONS, ETC. SHOWN TO BE DEMOLISHED ARE TO BE REMOVED TO FULL DEPTH.
20. ANY CAVITIES LEFT BY STRUCTURES, FOUNDATIONS, OR TREE STUMP REMOVAL SHALL BE BACK FILLED AND COMPACTED PER THE SPECIFICATIONS, OR AS INSTRUCTED BY THE ENGINEER OF RECORD.
21. ANY DAMAGE TO EXISTING ITEMS NOT INCLUDED IN SCOPE OF THE WORK SHALL BE REPLACED TO NEW CONDITION BY CONTRACTOR AT NO ADDITIONAL EXPENSE TO THE OWNER.
22. ANY UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPLACED AND/OR RELOCATED AS NECESSARY BY THE CONTRACTOR AT NO ADDITIONAL EXPENSE TO THE OWNER WHETHER SHOWN ON THE PLANS OR NOT.

DEMOLITION KEY NOTES

- (A) REMOVE EXISTING ASPHALT PAVING TO FULL DEPTH
- (B) REMOVE EXISTING CONCRETE PAVING TO FULL DEPTH
- (C) REMOVE EXISTING GRAVEL TO FULL DEPTH
- (D) REMOVE EXISTING BRICK TO FULL DEPTH
- (E) REMOVE CURB & GUTTER TO FULL DEPTH
- (F) REMOVE EXISTING SIDEWALK TO FULL DEPTH
- (G) REMOVE EXISTING GATE
- (H) REMOVE EXISTING STAIRS
- (I) REMOVE EXISTING PLANTERS
- (J) REMOVE EXISTING TREE
- (K) REMOVE EXISTING BUILDING
- (L) SAW CUT TO FULL DEPTH

UTILITY SERVICES NOTE:

EXISTING WATER AND SANITARY SEWER SERVICES TO BE ABANDONED AT THE PUBLIC MAIN

DEMOLITION LEGEND

- ASPHALT LIMITS OF DEMOLITION
- SIDEWALK LIMITS OF DEMOLITION
- CONCRETE PAVING LIMITS OF DEMOLITION
- GRAVEL LIMITS OF DEMOLITION
- BRICK LIMITS OF DEMOLITION

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66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

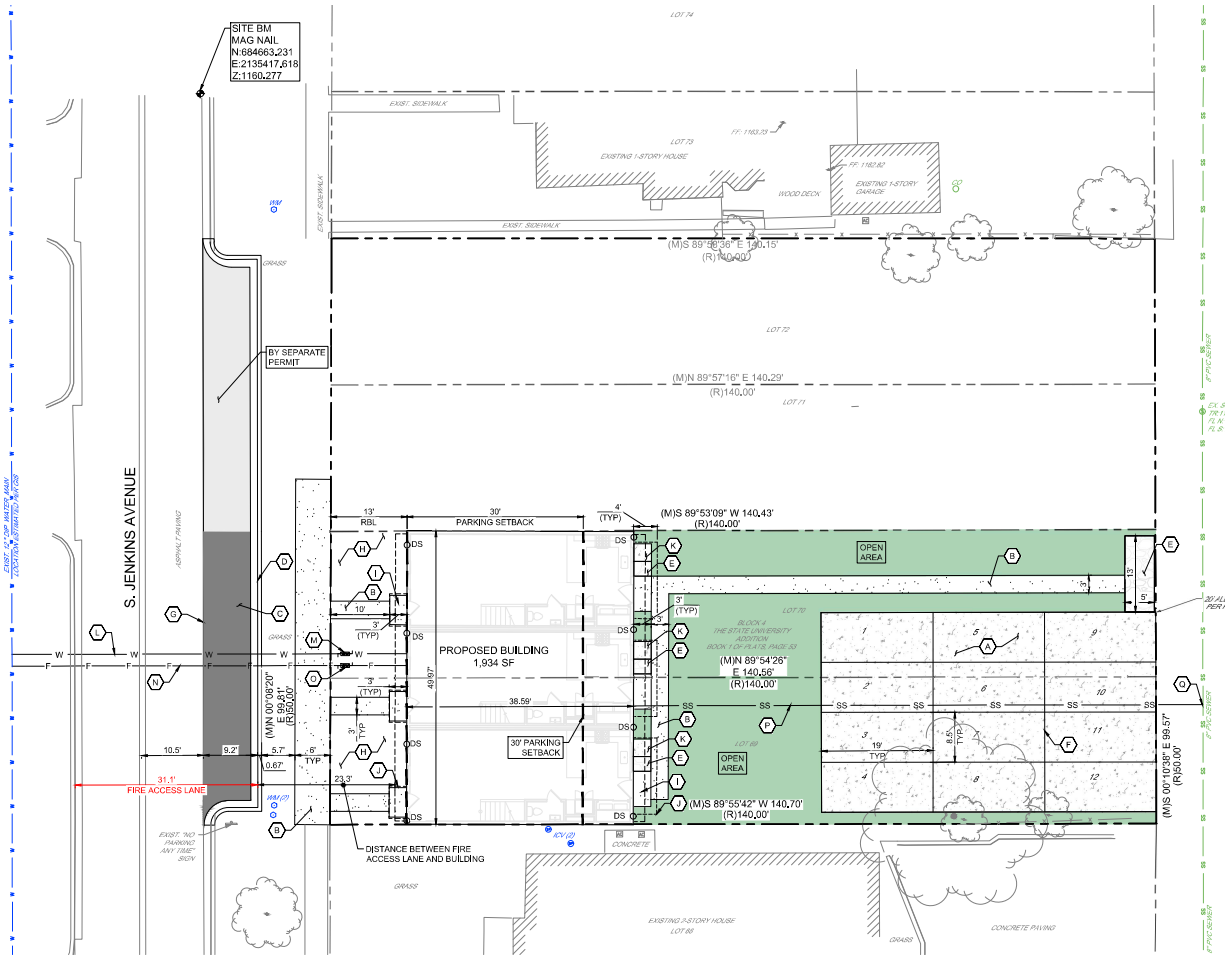
OKIE811 Know what's below. Call before you dig. 1-800-522-6543

BY	REVISION	DATE

DEMOLITION PLAN

JENKINS INFILL
731 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY:	EB
APPV'C. BY:	BC
DATE:	10/15/2026
SHEET	01



SITE PLAN KEY NOTES

- (A) CONCRETE PAVEMENT
- (B) CONCRETE SIDEWALK
- (C) ASPHALT PAVEMENT
- (D) CURB AND GUTTER
- (E) GRAVEL POLY CART TRASH AREA
- (F) 4" SOLID WHITE PARKING LINE (TYP)
- (G) NO PARKING FIRE LANE STRIPING
- (H) LANDSCAPE AREA
- (I) STOOP (TYP)
- (J) AWNING (TYP)
- (K) 3'x3' MECHANICAL PAD
- (L) 2" DOMESTIC WATER SERVICE LINE
- (M) 1.5" DOMESTIC WATER METER
- (N) 1" DOMESTIC FIRE SERVICE LINE
- (O) 1" FIRE WATER METER
- (P) 4" SANITARY SEWER SERVICE
- (Q) POINT OF CONNECTION FOR SANITARY SEWER SERVICE. VERIFY FLOW LINE. IF NECESSARY ADJUST SLOPE AND FLOW LINES TO ACCOMMODATE ACTUAL TIE-IN ELEVATION. TIE-IN THE PROPOSED SERVICE PER CITY STANDARDS.

SITE PLAN NOTES

1. THE CONTRACTOR SHALL CONTACT "OKIE" AT 811 OR 800-522-6543, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES CAN BE LOCATED AND MARKED.
2. EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
3. SIDEWALK EXPANSION JOINTS SHALL BE PLACED IN ACCORDANCE WITH DETAIL
4. ALL CONSTRUCTION AND METHODS TO BE IN STRICT ACCORDANCE WITH CURRENT AUTHORITY HAVING JURISDICTION SPECIFICATIONS AND DETAILS.
5. THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND WILL NOT BE LIMITED TO NORMAL WORKING HOURS. MAINTAIN ALL BARRICADES, WARNING SIGNS, FLASHING LIGHTS AND TRAFFIC CONTROL DEVICES DURING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH ALL O.S.H.A. REGULATIONS AND SAFETY REQUIREMENTS.
6. THIS SET OF CONSTRUCTION DOCUMENTS SHALL BE CONSIDERED AS A WHOLE IN THAT THE GENERAL CONTRACTOR AND ALL SUB-CONTRACTORS ARE RESPONSIBLE FOR INFORMATION PRESENTED ON ALL SHEETS OF THIS SET OF DRAWINGS.
7. CONTRACTOR IS TO BE RESPONSIBLE FOR OBTAINING ANY REQUIRED STATE OR LOCAL PERMITS. CONSTRUCTION MEANS AND METHODS SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
8. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE, AS NECESSARY, TO RETURN IT TO THE EXISTING CONDITION OR BETTER. CONTRACTOR SHALL REPAIR AND RESTORE ANY AREAS DAMAGED DURING CONSTRUCTION AT HIS OWN EXPENSE.
9. CONTRACTOR SHALL PROVIDE AND MAINTAIN EROSION CONTROL MEASURES PER THE EROSION CONTROL PLAN.
10. THE CONTRACTOR SHALL PERFORM THE WORK ACCORDING TO ALL CITY, COUNTY, STATE AND FEDERAL SAFETY AND HEALTH REGULATIONS. IN PARTICULAR THE "TRENCHING" AND "OPEN EXCAVATION" OPERATIONS SHALL COMPLY WITH ALL CURRENT O.S.H.A. REGULATORY REQUIREMENTS.
11. ALL PAVEMENT MARKING OF STRIPES TO BE 4" WIDE, WHITE AND APPLIED IN TWO COATS, UNLESS OTHERWISE NOTED, RE: SPECIFICATIONS.
12. PARKING LOT STRIPING AND REQUIRED ADA ACCESSIBLE AISLES SHOWN ON PLAN SHALL BE MARKED IN ACCORDANCE WITH CURRENT ADA GUIDELINES.
13. ALL NEW SIDEWALKS, IF ANY, NOT ADJACENT TO THE BUILDING, SHALL BE 4" THICK AND A MINIMUM OF FOUR (4) FEET WIDE. SIDEWALKS SHALL HAVE A LIGHT BROOM FINISH WITH A MAXIMUM CROSS SLOPE OF TWO PERCENT. TRANSVERSE CONTRACTION JOINTS SHALL MAINTAIN AN EQUAL SPACING WITH THE SIDEWALK WIDTH. SIDEWALK EXPANSION JOINTS SHALL NOT EXCEED 40 FOOT SPACING UNLESS OTHERWISE NOTED.

ADA NOTES

1. ANY REQUEST BY THE GOVERNING AUTHORITY OR INSPECTOR TO ALTER ADA COMPLIANCE DETAILS OR REQUIREMENTS DEPICTED ON AND IN THESE PLANS AND SPECIFICATIONS MUST BE DIRECTED TO THE OWNER'S CONSTRUCTION MANAGER FOR AUTHORIZATION. ANY CHANGES MADE WITHOUT PROPER AUTHORIZATION AND LATER FOUND TO BE NON-COMPLIANT WITH THE DETAILS AS SHOWN ON AND IN THESE PLANS AND SPECIFICATIONS WILL BE REMOVED AND REPLACED TO BE MADE FULLY COMPLIANT, REGARDLESS OF MAGNITUDE, AT THE CONTRACTOR AND/OR SUB-CONTRACTOR'S EXPENSE. THE CONTRACTOR MUST FOLLOW THE "REQUEST FOR INFORMATION" (RFI) PROCESS IN ACQUIRING THE APPROVAL OF CHANGES TO ADA RELATED ITEMS.
2. ALL NEW SIDEWALKS OR ADA PATHS (SIDEWALKS TO BE REMOVED & REPLACED OR STRIPED ADA PATHS) SHALL NOT EXCEED 2% CROSS SLOPE & 5% RUNNING SLOPE. FOR SIDEWALKS CONTAINED WITHIN THE PUBLIC R/W AND WHEN ADJACENT STREET GRADES EXCEED 5%, THEN SIDEWALK RUNNING SLOPES MAY MATCH STREET GRADES.
3. 1/8" MAXIMUM DEPTH TO TOP OF SEALANT AND 1/8" MAXIMUM PROTRUSION TO TOP OF SEALANT ALONG ADA ACCESS ROUTES.
4. PRIVATE PROPERTY RAMPS SHALL HAVE THE FACE OF THE CURB TRANSITIONS PAINTED YELLOW.
5. ALL ADA PARKING AREAS SHALL BE 2% MAXIMUM IN ALL DIRECTIONS.

PROJECT INFORMATION

PROPERTY AREA
0.1612 ACRES
7,022 SQFT

BUILDING AREA

LEVEL 1	1,851 SF
LEVEL 2	1,926 SF
LEVEL 3	1,926 SF
TOTAL	5,703 SF

PARKING SUMMARY
PARKING SPACE AREA: 8.5' W x 19' L = 162 SF (> 162 SF MIN.)

TOTAL SPACES REQUIRED:
(3 BEDROOM UNIT OR GREATER: 1 SPACE/BEDROOM)
PROPOSED 12 BEDROOMS: 12 PARKING SPACES
TOTAL SPACES PROVIDED: 12 ONSITE PARKING SPACES

IMPERVIOUS AREA SUMMARY

SITE AREA:	7,022 SF
65% MAXIMUM:	4,564 SF
EXISTING	
731:	4,767 SF (67.89%)
PROPOSED	
BUILDING:	1,934 SF
SIDEWALK:	533 SF
PARKING SPACES:	1,938 SF
POLY CART AREA:	65 SF
TOTAL:	4,470 SF (63.66%)

OPEN AREA SUMMARY: 731
BUILDABLE AREA BEHIND RBL = 6,374 SF
OPEN AREA REQUIRED 15% MINIMUM = 956 SF
OPEN AREA PROVIDED BEHIND 30' PARKING SETBACK = 1,974 SF
TOTAL PRIVATE OPEN AREA ON SITE = 1,974 SF, 30.97% (>15% MIN.)

PAVING NOTES

1. TRAFFIC CONTROL MEASURES SHALL BE IN ACCORDANCE WITH CITY AND THE LATEST VERSION OF THE MUTCD.
2. PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND ANY NEW PAVEMENT.
3. CONTRACTOR SHALL PROVIDE AND INSTALL 4 INCH PVC SLEEVES FOR FUTURE UTILITY CROSSINGS UNDER NEW PAVEMENT. VERIFY CONDUIT LOCATIONS WITH IRRIGATION, ALL UTILITY COMPANIES, AGENCIES OR ENGINEER SUPPLYING FUTURE SERVICES.
4. ALL TRENCH BACKFILL FOR OPEN CUT PAVEMENT AREAS SHALL BE BACKFILLED FULL DEPTH WITH AGGREGATE BASE MATERIAL AND COMPACTED IN 9 INCH LIFTS TO 95% STANDARD PROCTOR DENSITY TO THE BOTTOM OF SURFACE PAVEMENT.

LEGAL DESCRIPTION

LOTS SIXTY-NINE (69), AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA.

CONTAINING 7,022 SF OR 0.1612 ACRES, MORE OR LESS.

PAVING LEGEND

- CONCRETE PAVEMENT
- HEAVY DUTY ASPHALT
- CONCRETE SIDEWALK
- GRAVEL

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

66 ENG GROUP
5 SOUTH MAIN STREET, SAPULPA, OK 74066

SCALE: 1" = 10'

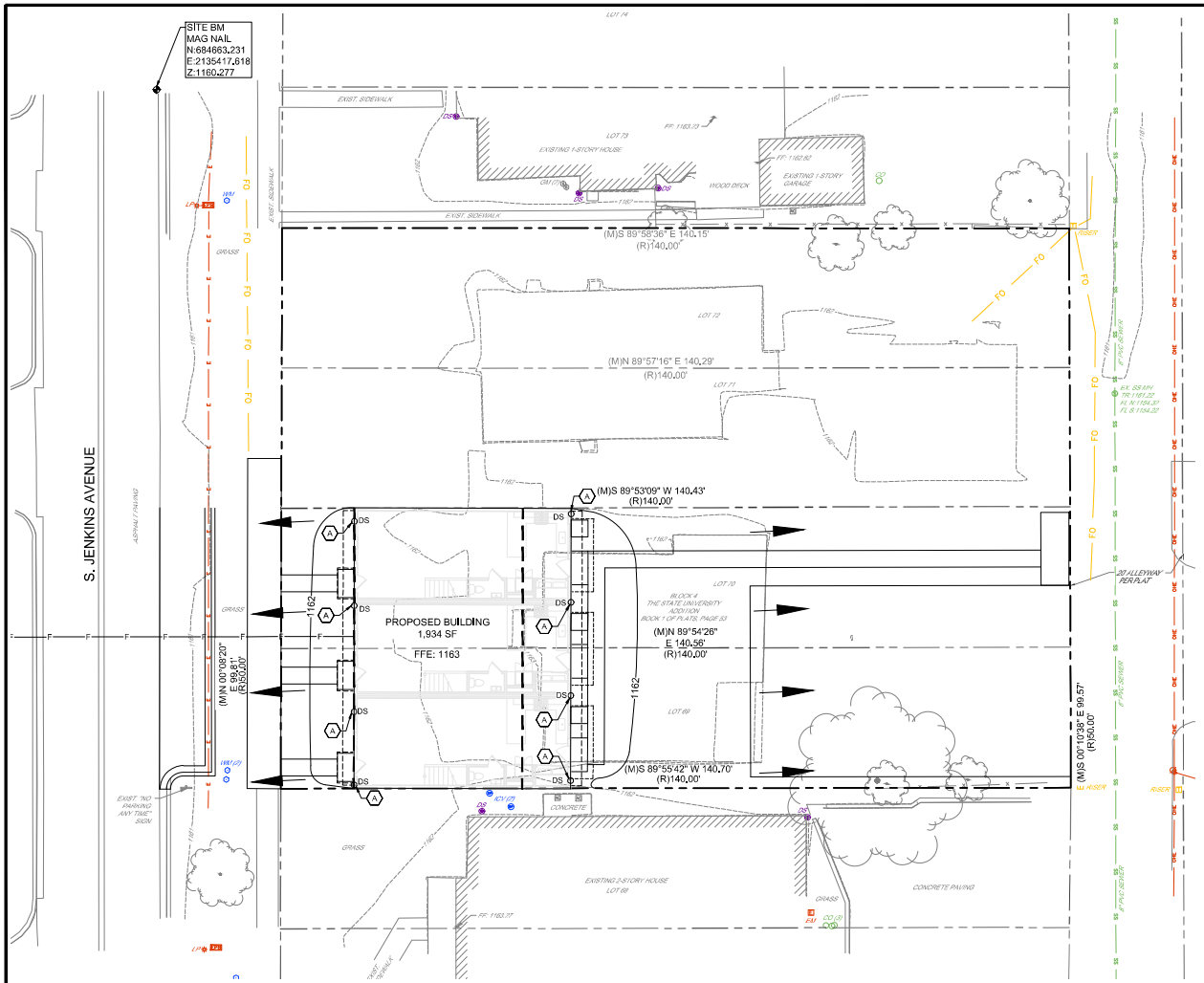
OKIE 811 Know what's below. Call before you dig. 1-800-522-6543

REVISION	DATE
BY	

SITE PLAN

JENKINS INFILL
731 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY:	EB
APPV'D BY:	RC
DATE:	10/15/2026
SHEET	01



GRADING PLAN NOTES

1. THE CONTRACTOR SHALL CONTACT 'OKIE' AT 811 OR 800-522-6543, ONE CALL SERVICE, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES MAY BE LOCATED AND MARKED.
2. EARTHWORK FOR ALL BUILDING FOUNDATIONS AND SLABS SHALL BE IN ACCORDANCE WITH STRUCTURAL BUILDING PLANS AND SPECIFICATIONS.
3. THE MAXIMUM CROSS SLOPE ON ANY SIDEWALK OR RAMP SHALL BE TWO PERCENT.
4. EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
5. UNLESS OTHERWISE SHOWN, NEW PAVING SHALL BE CONSTRUCTED TO ALLOW FOR POSITIVE DRAINAGE TO CATCH BASIN, CURB, GUTTER, AND OTHER RUNOFF COLLECTION DEVICES. NEW PAVEMENT SLOPE SHALL BE MINIMUM 0.50% FOR CONCRETE AND 1.5% FOR ASPHALT UNLESS OTHERWISE INDICATED OR DIRECTED BY THE ARCHITECT/ENGINEER.
6. ALL DISTURBED AREAS THAT ARE NOT TO BE PAVED SHALL BE SODDED UNLESS NOTED OTHERWISE. ENSURE ALL DISTURBED AREAS HAVE TOPSOIL TO A DEPTH OF FOUR TO SIX INCHES (4"-6"). REFER TO LANDSCAPE PLAN.
7. THE CONTRACTOR SHALL KEEP THE SITE CLEAN AT ALL TIMES AND CONTROL DUST RESULTING FROM THE EARTHWORK OPERATIONS. THE CONTRACTOR SHALL NOT TRACK MUD ON THE PUBLIC STREETS.
8. NEW CONTOURS DENOTE TOP OF FINISHED PAVING AND GRADED AREA AS INDICATED. ALL PROPOSED ELEVATIONS ARE TOP OF CURB, GUTTER OR FINISH GRADE AS INDICATED ON THE PLANS. UNLESS NOTED OTHERWISE.
9. PUBLIC STORM DRAIN SYSTEMS AND STRUCTURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH AUTHORITY HAVING JURISDICTION STANDARD DRAWINGS AND SPECIFICATIONS.
10. THE CONTRACTOR SHALL PROTECT EXISTING UTILITIES AND SHALL NOT DAMAGE OR DISTURB ANY SERVICE. THE CONTRACTOR SHALL REPAIR, AT CONTRACTOR'S OWN EXPENSE, ANY DAMAGED UTILITIES CAUSED BY CONSTRUCTION OPERATIONS.
11. ALL PIPES, SHALL HAVE A MINIMUM COVER OF (1) FEET TO TOP OF PIPE, UNLESS NOTED OTHERWISE. MIN. COVER FOR WATER LINES IS 30".
12. ADJUST ALL VALVE BOXES AND MANHOLE COVERS TO FINISHED GRADE WHEN APPLICABLE.
13. IF FIELD GRADE ADJUSTMENTS ARE REQUIRED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER.
14. MANHOLE LIDS AND SLEEVES IN PAVED AREAS SHALL BE HS-25 TRAFFIC RATED.
15. IF, AT ANY TIME THE CONTRACTOR FINDS ERROR AND/OR CONFLICTS IN THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER FOR CLARIFICATION PRIOR TO CONSTRUCTION.
16. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS. ANY DISCREPANCY FOUND SHALL BE DISCUSSED WITH THE ENGINEER OF RECORD PRIOR TO ANY CONSTRUCTION WORK.
17. THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CONTACT THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF EXISTING UTILITIES ON SITE OR IN RIGHT-OF-WAY. ALL UTILITIES MUST BE LOCATED PRIOR TO GRADING START.
18. ALL CUT OR FILL SLOPES SHALL BE A MAX 3:1 SLOPE OR FLATTER UNLESS OTHERWISE NOTED.
19. ALL STORM SEWER PIPE CONNECTIONS TO STRUCTURES SHALL BE GROUTED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT. ALL STORM SEWER STRUCTURES SHALL HAVE A SMOOTH UNIFORM POURED MORTAR INVERT FROM INVERT IN TO INVERT OUT.
20. ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH THE PAVEMENT AND SHALL HAVE TRAFFIC BEARING RINGS AND COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 3" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER".
21. SITE GRADING SHALL NOT PROCEED UNTIL APPROPRIATE EROSION AND SEDIMENT CONTROL MEASURES HAVE BEEN INSTALLED. THE CONTRACTOR SHALL ADHERE TO ALL TERMS AND CONDITIONS AND OUTLINED IN THE GENERAL NOTES PERMIT AND THE SWPPP FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
22. THE CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS THROUGHOUT ALL PHASES OF CONSTRUCTION.
23. CONTRACTOR SHALL REFER TO ARCHITECT DRAWINGS FOR FOR ALL ELEMENTS OF BUILDING, APPURTENCES ATTACHED TO THE BUILDING OR ANY OTHER ITEM WITHIN 5' OF STRUCTURE. FOR UTILITY ENTRANCES TO BUILDING REFER TO MEP PLANS.
24. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE, AS NECESSARY, TO RETURN IT TO THE EXISTING CONDITION OR BETTER. CONTRACTOR SHALL REPAIR AND RESTORE ANY AREAS DAMAGED DURING CONSTRUCTION AS HIS OWN EXPENSE.
25. NO HAZARDOUS MATERIALS SHALL BE BROUGHT ON SITE OR GENERATED AT THE SITE.

GRADING KEYNOTES

(A) DOWNSPOUT

NOTES

1. THE IMPERVIOUS AREA CALCULATIONS ARE SHOWN ON CS101.
2. THE SITE WILL DRAIN TO JENKINS AVENUE AND THE PUBLIC ALLEY IN THE REAR OF THE PROPERTY.

GRADING LEGEND

DRAINAGE FLOW

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IN NATURE AND IS NOT A FINAL, SIGNED AND SEALED DOCUMENT

66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

10 5 0 10
SCALE: 1" = 10'

OKIE 811
Know what's below. Call before you dig.
1-800-522-6543

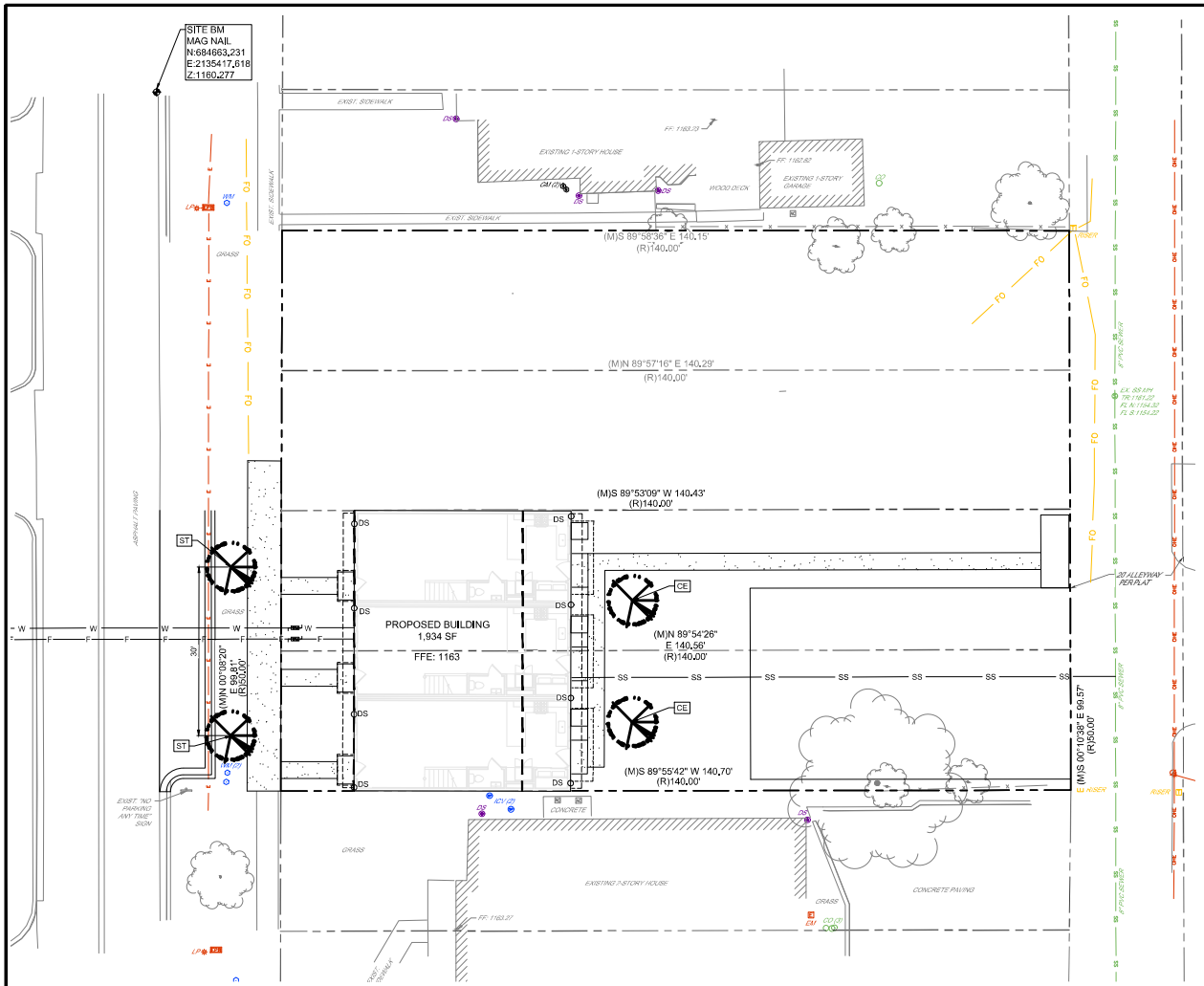
BY	REVISION	DATE

GRADING AND DRAINAGE PLAN

JENKINS INFILL
731 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY:	EB
APPV. BY:	BC
DATE:	10/15/2026
SHEET	C201

Item 7.



LANDSCAPE & IRRIGATION NOTES

ALL PLANTING SHALL BE TO THE STANDARDS OF HORTICULTURE PRACTICE.

ALL PLANT MATERIAL SHALL BE SOUND HEALTHY, VIGOROUS AND WELL BRANCHED. PLANTS SHALL BE FREE FROM INSECTS, PEST EGGS AND LARVAE AND SHALL HAVE HEALTHY ROOT SYSTEMS.

PLANT MATERIAL SHALL BE WATERED UNTIL PLANTED. ROOT BALL SHALL NOT BECOME DRY.

AN AUTOMATIC SPRINKLER SYSTEM SHALL BE PROVIDED IN NOTED LANDSCAPED AREAS.

ELECTRIC SOLENOID CONTROLLED UNDERGROUND SPRINKLER SYSTEM OF PVC PLASTIC PIPING AND FITTINGS WITH FIXED POP-UP HEADS IN A MULTI-STATION SYSTEM. PROGRAMING SHALL BE AS APPROVED BY OWNER AND ARCHITECT.

FINISH GRADE FOR LAWN AREAS SHALL BE HELD 1" BELOW THE TOP OF ADJACENT PAVEMENT AND CURBS.

AREAS DENOTED AS SOD SHALL BE PLANTED WITH SOLID SOD BERMUDA GRASS.

TREE PLANTING NOTES

TREE SHALL BE PLANTED IN A PIT THAT HAS A MINIMUM OF 12"WIDER THEN THE ROOT BALL.

MIX 1 BAG OF BACK TO EARTH SOIL CONDITIONER WITH THE EXCAVATED TOPSOIL TO USE AS BACKFILL.

USE 4 AGRIFORM TABLETS FOR EACH TREE 2" CALIPER AND LESS.
USE 6 AGRIFORM TABLETS FOR EACH TREE LARGER THAN 2" IN CALIPER.
EQUALLY SPACE TABLETS AROUND TREE, 6" FROM ROOT BALL AND 4" INTO BACKFILL.
AGRIFORM TABLETS TO BE 20-10-5 WITH MINORS, 21 GRAM.

PLANT TREE 3" ABOVE FINISH GRADE TO ALLOW FOR PROPER DRAINAGE.

ALL TREES SHALL BE STAKED WITH APPROVED STAKING METHOD FOR A PERIOD OF ONE YEAR.

REFER TO TREE PLANTING DETAIL FOR MORE INFORMATION.

City of Norman

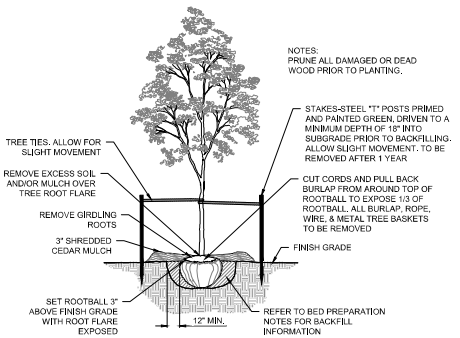
CCFBC Landscape Requirements

Street Trees		30' Max Separation
S. JENKINS AVENUE	Total Street Frontage:	50 LF
	Total Trees Required:	2
	New Trees Provided:	2

Private Open Area	1 Tree per 800SF of Required Private Open Area	
	Private Open Area Required:	956 SF
	Private Open Area Provided:	1,974 SF
	Trees Required:	2
	Trees Provided:	2

Plant Material Schedule

QTY	KEY	COMMON NAME	BOTANICAL NAME	SIZE
2	ST	Sawtooth Oak	Quercus acutissima	2.5" cal., 10' ht. min. B&B
2	CE	Chinese/Lacebark/Drake Elm	Ulmus parvifolia	2.5" cal., 10' ht. min. B&B



2 TREE PLANTING DETAIL
SCALE: NOT TO SCALE

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5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

OKIE 811
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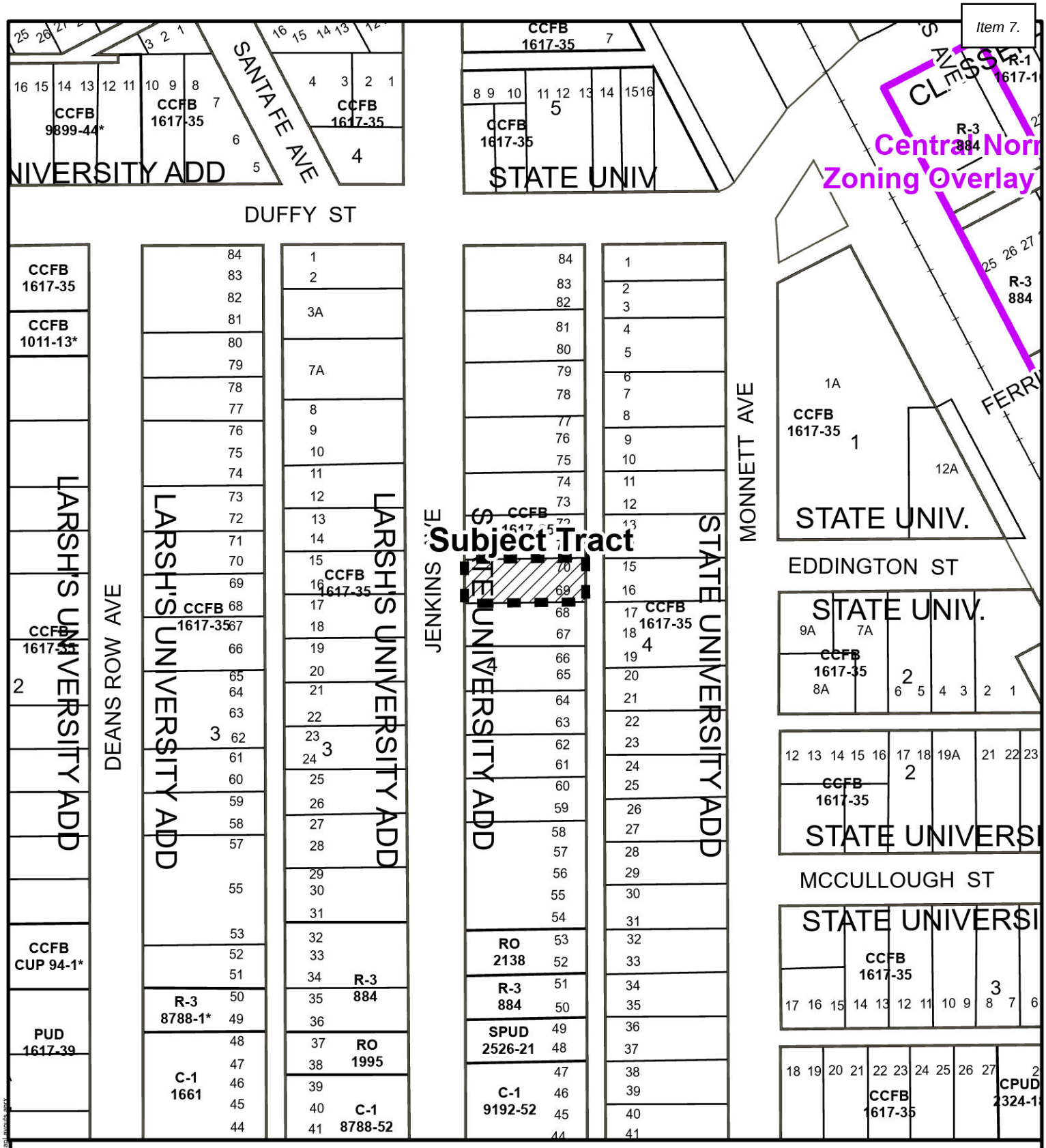
1-800-522-6543

BY:
REVISION:
DATE:

LANDSCAPE PLAN

JENKINS INFILL
731 S JENKINS AVE
NORMAN, OK 73069

DRAWN BY: EB
APPV'C. BY: BC
DATE: 10/15/2026
SHEET: L1.01



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.

N W E S

October 2, 2026

0 75 150 Ft.

Subject Tract

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Applicant: Riggins Ventures, LLC

Project Location: 731 Jenkins Ave

Case Number: PD 26-27

Time: 6:00 P.M.

Applicant Representative:
Kaitlyn Turner (Box Law Group)

Attendees:
Keith McCabe
Bill Diedrich

City Staff:
Greyson Williams, Planner II
Anais Starr, Planner II
Logan Gray, Planner II

Application Summary:
The applicant is requesting a Special Use Designation for the subject property at 731 Jenkins Ave. The requested Special Use Designation is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit, thus triggering the Special Use.

Neighbors' Comments/Concerns/Responses:

Neighbors staff and applicant discussed proposed fire code and ladder access.

Neighbors staff and applicant discussed polycarts and trash pickup.

Neighbors and applicant discussed construction methods and logistics.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/12/2026

REQUESTER: Riggins Ventures, LLC

PRESENTER: Greyson Williams, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, LLC / Box Law Group, PLLC
LOCATION	731 Jenkins Ave
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (UR)
EXISTING LAND USE DESIGNATION	Urban High
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF) with Special Use for Dwelling Units with Four or More Bedrooms
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Riggins Ventures, LLC, is requesting Special Use for Dwelling Units with Four or More Bedrooms for the subject property at 731 Jenkins Ave. The requested Special Use is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Multi-Family Residence	Single-Family Residence w/ADU	Multi-Family Residence	Multi-Family Residence	Multi-Family Residence

ZONING DESIGNATION
CCFBC, Center City Form-Based Code
The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.
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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

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.

LAND USE DESIGNATION
Urban High (UH)

See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail is approximately 0.14 miles Northeast of the subject property with sidewalks access along Jenkins Ave and Duffy Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 October 22, 2026

The applicant attended the Pre-Development meeting for this application on October 22, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the permit review stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed during the permit review stage.

PUBLIC WORKS/ENGINEERING

No comments on this request.

TRANSPORTATION ENGINEER

No comments on this request as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

CCFBC, SEC. 704 Development and Performance Standards
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.

The applicant requests Special Use to include four bedrooms per unit within their proposed development. Applicant will comply with all codes and standards set forth by the CCFBC, Building and Fire Codes, and development code.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood goals of infill development that promote density and cultivating an accessible pedestrian centric environment.

Urban High (UH) Land Use Policies

The proposal is **consistent** with the following UH Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation network, Circulation & Access**
- **Utility Access**
- **Public Space**

The proposal is **consistent** with these Urban Land Use policies, as it is a multi-unit 3 story structure that is consistent in scale with the surrounding area. The site design promotes walking and provides connections for multiple transportation options. Utility access is in place and available.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with the policies of the AIM Norman Land Use Plan, as it proposes infill development of a multi-unit 3 story structure, promotes connectivity and walkability, and connects to existing utilities.

CONCLUSION:

Staff forwards this request for Special Use for Dwelling Units with Four or More Bedrooms and Ordinance O-2627-19 to the Planning Commission for consideration and recommendation to City Council.

Attachment:
731 Jenkins Ave AIM Documents

719 S Jenkins

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-18: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SEVENTY-ONE (71) AND SEVENTY-TWO (72), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (719 JENKINS AVE; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Schematic Plan & Elevations
5. Construction Plans
6. Pre-Development Notes

Commissioner Bird stated that Items 4 and 5 involved the same applicant and identical proposed developments at two separate locations, therefore, the items would be presented and discussed together, with separate votes taken on each item at the end.

731 S Jenkins

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Schematic Plan & Elevations

5. Construction Plans
6. Pre-Development Notes

Staff Presentation

Greyson Williams, Planner II, presented the staff reports for the 719 Jenkins and 731 Jenkins projects.

Applicant Presentation

Kaitlyn Turner, the applicants representative, presented the 719 Jenkins and 731 Jenkins projects.

Commissioner Bird asked for clarification on the proposed parking layout. Ms. Turner stated the site plan included 12 parking spaces at the rear of the property, meeting the City's parking requirements. She explained because the application did not involve rezoning, the parking layout was required to comply with existing code standards. Commissioner Bird asked if the spaces would function as tandem parking, requiring coordination between residents. Ms. Turner confirmed that was true and stated similar parking arrangements existed along the street, with access provided through the alley, and residents had historically been able to coordinate parking arrangements.

Public Comments

There were no public comments.

Commission Discussion

There was no further Commission discussion.

Motion to approve item 4 made by Commissioner McDaniel, **Seconded** by Commissioner Griffith.

Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel, Commissioner Davis

Planning Commission recommended approval of O-2627-18.

Motion to approve item 5 made by Commissioner McKown, **Seconded** by Commissioner Kindel.

Voting Yea: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel, Commissioner Davis

Planning Commission recommended approval of O-2627-19.

File Attachments for Item:

8. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-24 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY MANAGER AS PROVIDED BY ARTICLE XVII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: November 24, 2026

REQUESTER: Darrel Pyle

PRESENTER: Kathryn Walker, Deputy City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-24 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY MANAGER AS PROVIDED BY ARTICLE XVII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

After an extensive search and interview process, the City Council hired Mr. Darrel Pyle to serve as City Manager for the City of Norman in June 2019. Mr. Pyle began his employment on July 15, 2019. Council conducts an annual review of his performance and when necessary, amendments to his employment agreement are brought forward to Council for consideration. The Charter also requires that the City Manager's compensation be set by ordinance, so as compensation provisions change, an ordinance must also be adopted. Mr. Pyle's last compensation increase was in 2023. At that time, Council increased his compensation and aligned the provisions of his employment agreement more closely with that of the City Attorney's employment agreement, which is based off of a model agreement provided by the International Association of Municipal Attorneys. Mr. Pyle's contract does not automatically entitle him to cost-of-living adjustments. Effective January 1, 2027, all other nonunion employees employed by the City of Norman will receive a 3% cost-of-living salary adjustment.

DISCUSSION:

Ordinance O-2627-24 and a companion contract amendment will increase the compensation of the City Manager by 3% to match the cost-of-living salary adjustment provided to all other nonunion City employees. It also allows for future increases to his compensation if appropriated cost-of-living adjustments are granted to all other nonunion employees of the City to ensure his compensation structure is equitable with other nonunion employees.

RECOMMENDATION:

Staff recommends approval of Ordinance O-2627-24 on Second and Final Reading along with its companion contract amendment. The compensation increase will become effective 30 days after adoption of the ordinance.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING ORDINANCE O-2223-51 AND FIXING THE COMPENSATION OF THE CITY MANAGER AS PROVIDED BY ARTICLE XVII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

§1. WHEREAS, Section 1 of Article XVII of the Charter of the City of Norman, Oklahoma, does provide that the City Council shall fix, by Ordinance, the compensation of the City Manager; and

§2. WHEREAS, Council adopted Ordinance O-1819-44 on June 25, 2019 setting the salary and compensation of the City Manager at an annual base salary of $170,000; additional amount up to 13% of annual base salary as deferred compensation; one time signing payment of $5,000; $6,000 annual automobile allowance payable in equal installments with payroll; $1,200 annual cellular phone allowance payable in equal installments with payroll; standard employee health & dental benefits, term life insurance of $200,000, and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Contract No. K-1819-146; and

§ 4. WHEREAS, Council adopted Ordinance O-1920-38 on July 7, 2020 setting the salary and compensation of the City Manager at an annual base salary of $195,000; additional amount up to 13% of annual base salary as deferred compensation; $6,000 annual automobile allowance payable in equal installments with payroll; $1,200 annual cellular phone allowance payable in equal installments with payroll; standard employee health & dental benefits, term life insurance of $200,000, and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Addendum 1 to Contract No. K-1819-146; and

§ 5. WHEREAS, Council adopted Ordinance O-2122-32 on November 29, 2021 setting the salary and compensation of the City Manager at an annual base salary of $195,000; additional amount up to 13% of annual base salary as deferred compensation; $6,000 annual automobile allowance payment in equal installments with payroll; a City-provided cell phone with monthly service and fees paid for by the City; standard employee health & dental benefits, term life insurance of $200,000, and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Amendment 2 to Contract No. K-1819-146; and

§ 6. WHEREAS, Council adopted Ordinance O-2223-51 on June 27, 2023 setting the salary and compensation of the City Manager at an annual base salary of $225,000; additional amount up to 15% of annual base salary as deferred compensation; a City-provided late

model, full-size automobile for the City Manager's business and personal use in accordance with City policy; a City-provided cell phone with monthly service and fees paid for by the City; standard employee health & dental benefits, term life insurance of $200,000, and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Contract No. K-2223-176; and

§ 7. WHEREAS, along with the adoption of Ordinance O-2223-51, City Council approved a new employment agreement with Mr. Pyle to ensure his contract followed the same format as the City Attorney's employment agreement, which was based off of a model agreement from the International Association of Municipal Attorneys; and

§ 8. WHEREAS, the current employment agreement with Mr. Pyle does not automatically increase his salary for cost-of-living adjustments that are provided to non-union employees and the City Council desires to make his compensation equitable in regards to such cost-of-living adjustments; and

§ 9. WHEREAS, non-union City employees are scheduled to receive a cost-of-living salary adjustment equal to three percent (3%) of their salary effective January 1, 2027.

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

§ 10. That the salary and compensation of the City Manager shall be and are hereby fixed at: annual base salary of $231,750 plus additional appropriated cost-of-living adjustments as may be granted from time to time in future fiscal years to all other nonunion employees; additional amount up to 13% of annual base salary as deferred compensation; $6,000 annual automobile allowance payable in equal installments with payroll; a City-provided cell phone with monthly service and fees paid for by the City; standard employee health & dental benefits, term life insurance of $200,000, and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Amendment 1 to Contract No. K-2223-176.

§ 11. 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.

ADOPTED this _____ day of

_____, 2026.

_____
Mayor

ATTEST:

_____
City Clerk

NOT ADOPTED this _____ day of

_____, 2026.

_____
Mayor

File Attachments for Item:

9. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF OCTOBER 2026.

CITY OF NORMAN, OK
STAFF REPORT

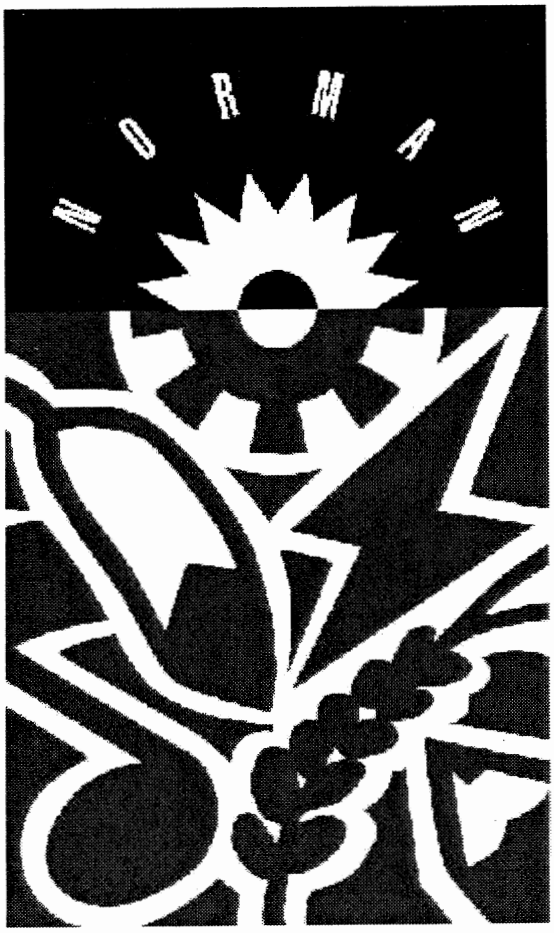
MEETING DATE: 11/24/2026

REQUESTER: Stacey Parker, Executive Assistant

PRESENTER: Stacey Parker, Executive Assistant

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF OCTOBER 2026.

City of Norman



Monthly Departmental Report

October 2027

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT
October 2026

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	15	78	0	1
Bus Service	0	8	0	1
CDBG	3	12	0	0
City Clerk	104	461	1	17
City Manager/Mayor	15	39	0	8
City Wide Garage Sale	0	0	0	0
Code Enforcement	64	336	10	41
Finance	4	18	0	0
Fire/Civil Defense	12	18	0	1
Human Resources	6	56	0	1
I.T.	6	32	0	1
Legal	14	52	1	7
Line Maintenance	37	169	1	4
Municipal Court	16	59	0	2
Noise Complaint	0	0	0	0
Outreach	2	23	7	8
Parks & Recreation	31	125	0	8
Permits/Inspections	103	488	1	4
Planning	12	78	0	0
Police/Parking	31	135	1	5
Public Works	23	71	1	6
Recycling	0	0	0	0
Sanitation	74	342	6	17
Sidewalks	5	6	1	1
Storm Debris	8	866	0	0
Storm Water	12	91	3	15
Streets	54	403	2	67
Streets Lights	0	0	0	0
Traffic	25	129	2	8
Utilities	118	578	2	9
October 2026 Total: 833	**794**	**4,672**	**39**	**232**

LICENSES

20 new business licenses and **0** renewed licenses. Additionally, **6 Special Event permits** were issued during the month of October. The following is a list of types of business licenses issued in October and YTD totals:

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Beekeeper	0	0	Retail Beer	2	2
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	0	1	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	6	31	Sidewalk Dining	1	1
Game Machines	2	17	Solicitor/Peddler (30 day-Door to Door)	0	5
Impoundment Yard	0	0	Solicitor/Peddler (60 day-Door to Door)	0	32
Kennel	0	1	Solicitor/Peddler (one day)	0	0
Massage Therapy/Bodywork Solutions	1	4	Solicitor Peddler (30 Day-Outdoor Fixed)	0	1
Medical Marijuana Dispensary	0	0	**Special Event**	**6**	**19**
Medical Marijuana Grower	0	1	Strong Beer & Wine/Winemaker	1	2
Medical Marijuana Processor	0	1	Taxi/Motorbus/Limousine	0	2
Medical Marijuana Testing Laboratory	0	0	Transient Amusement	0	1
Mixed Beverage	0	4	Mobile Food (one day)	1	9
Mixed Beverage/Caterer	2	5	Mobile Food (30 day)	1	2
Pawnbroker	0	0	Mobile Food (180 day)	0	0
Pedicab	0	6	Mobile Food (Annual)	3	5
			Temporary Food (Fixed) 30 Days	0	2
Totals	**11**	**71**	**Totals (not including Special Events)**	**9**	**64**

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Uncanny Art House	106 E Main St.	Strong Wine and Beer
Fortaleza by Don Arturo	1316 N. Interstate Dr.	Food Service; Mixed Beverage/Caterer
7 Brew	1811 24th Ave NW	Food Service
Golden Restorative Therapy Massage	3058 Classen Blvd.	Massage Therapy/Bodywork Services
Oma's Deli	229 E. Main St.	Food Service; Mixed Beverage/Caterer; Sidewalk Dining
Shake Shack	2335 24th Ave NW	Food Service; Retail Beer
Cube B Norman	1920 Atchison Drive	Food Service; Retail Beer
Kingdom Chinese	3203 W Robnson, Suite 100	Food Service
Bar Partners of Operating	3369 W Main	Coin-Op Game Machines (2)

MOBILE FOOD SERVICE LICENSES			
Annual	180 DAY	30 DAY	ONE DAY
My Okie Heart Pizza		Rodney & Lisa Ltd	Ranchhand Grille
Pink Skies			
Bagpipe Bites			

RECORD REQUESTS RECEIVED

MONTH	NUMBER RECEIVED	YEAR-TO-DATE
July	60	60
August	66	126
September	93	219
October	88	307
November		
December		
January		
February		
March		
April		
May		
June		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10/05/2026	Tanja R. R. Barnes	On 08/25/2026 while driving on HWY 9 between 48th Ave and 36th Ave a City Public Works truck was mowing on the side of the road and allegedly hit an object that hit claimant's vehicle causing damage.	$2,396.19
10/07/2026	Alexis Hunt	On 10/06/2026 claimant was driving on Indian Hills Road and 12th Ave when car bottomed out where road work was allegedly being performed by the city causing damage to her vehicle. Claimant says there were no signs alerting road work.	$5,060.02
10/09/2026	Wendi Whittier	Between May-June of 2026 Westwood Drive was resurfaced and sprinkler heads in claimant's yard at 2104 Westwood Drive were allegedly damaged.	$226.00
10/09/2026	Jason Gossett	On 10/27/2025 at the OnCue located at 750 E. Lindsey St. a Norman Police Officer allegedly tackled claimant and arrested him but the case was ultimately dismissed, and claimant wants to be reimbursed for items lost during arrest and payment of bond.	$9,999.00
10/12/2026	Jamie Kliewer	In 2025 at 1018 Mockingbird Lane the City water lines under claimant's driveway broke causing damage and repair work were done by the city on 09/01/2026. Since this repair work, the concrete has sunk down considerably, and more repairs are needed to correct this issue that the claimant alleges the city caused.	$5,876.00
10/20/2026	Robert Robinson	On 11/13/2025 at Robinson & 24th Ave NW claimant's vehicle was allegedly struck by an Embark bus causing damage.	$14,086.83
10/30/2026	Estate of Anthony Castillo Sanchez (Cathy A. Hodge, Personal Rep) – Spaulding Law PLLC	Due to a conviction on Case CF-2000-325 claimant was incarcerated and died at OK State Penitentiary in Granite, OK on 09/21/2023, suing for alleged loss of liberty, prolonged incarceration, pain & suffering, mental anguish, fear, humiliation and injury as well as claimant's survivors' loss of companionship and love, etc.	$1,000,000

LAWSUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10/05/2026	Ingram's Trucking LLC (companion case to Victor Prieto)	On 10/09/2025 one of Ingram's trucks was involved in a collision with a Norman Fire Engine at the intersection of I-35 and West Rock Creek Road. Allegedly, the city employee was at fault for the collision, and claimant is suing for damage to the vehicle, inability to use vehicle and subsequent lost earnings through 01/15/2026 and payment of the deductible for the insurance claim and attorney fees and costs incurred.	>$150,000
10/14/2026	Oklahomans for Responsible Economic Development Inc. (Appeal to Supreme Court of State of Oklahoma)	Petition for Declaratory Judgement, Injunctive, and Mandamus Relief arising out of the adoption and implementation of a TIF Project Plan for an Arena and Entertainment District in Norman, Oklahoma. Appealing the Judgement, Decree or Final Order of the District Court. (Case No #124472 & #124473)	TBD

STUDY SESSION

On October 6, 2026, City Council met Jointly with the Planning Commission in Study Session for an update and discussion regarding the Norman Development Code and Parking Study Projects generally, and specific discussion regarding the Development Code Assessment and next steps.

SPECIAL SESSION

On October 20, 2026, City Council met in Special Session to approve awarding BID 2627-10 and Contract K-2627-33 with the Norman Utilities Authority and AMR Industrial Coatings, Inc. in the amount of $150,173; Performance Bond B-2627-32; Statutory Bond B-2627-33; Maintenance Bond MB-2627-16 and budget appropriation for the Lindsey Water Tower Lighting and Park Project. They also adopted Resolution R-2627-64 appropriating $50,000 from the Capital Fund Balance for the Landscaping portion of the Lindsey Water Tower Lighting and Park Project. There was discussion regarding Ordinances O-2627-7 and O-2627-8 that will prohibit camping and certain activities on public property. Lastly, there was discussion regarding the Norman Forward Master Plan updates.

On October 20, 2026, City Council met in Special Session to discuss updating the Ordinance for the Economic Development Advisory Board. Additionally, City Council adjourned into Executive Session to discuss potential settlement of pending tort claims arising from claims filed by Lucas Ortiz and Raymundo Lopez.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On October 1, 2026, the Business and Community Affairs Committee met in the Executive Conference room for a discussion on updating the Ordinance for the Economic Development Advisory Board and to discuss possible conflicts of interest among city appointed Board, Commission and Committee members who are parties to litigation against the city or one of its public trusts.

OVERSIGHT COMMITTEE

On October 8, 2026, the Oversight Committee met in the Executive Conference room to discuss updating the Ordinance regarding the commercial sale of cats and dogs within the city. Additionally, they discussed homeless shelter alternatives.

FINANCE COMMITTEE

On October 15, 2026, the Finance Committee met in the Executive Conference room to discuss establishing accounts to track costs associated with the turnpike. Additionally, they discussed the monthly revenue and expenditure reports.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

On October 22, 2026, the Community Planning and Transportation Committee met to discuss the status and progress of ongoing transportation projects. Also, there was a presentation of the September Public Transit reports.

CITY MANAGER 2

No reports are being generated for the City Manager's Office as of Jan 2023.

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – October 2026

Statistics on outputs from the various divisions of the Department of Finance (DOF) are presented on the following pages. Major projects that were completed or initiated by the DOF in October are discussed below:

Treasury Division:

In the month of October, the Treasury Division processed 41,973 payments in person and over the phone, an increase of 1.8% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 15,865 payments in October, an increase of 2.0% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of October by -5.6%. Revenues from the City's largest single source of revenue, sales tax, are above target by 3.0% for the year to date and 8.5% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 27 Budget To Date	FYE 27 Actual To Date	FYE 26 Actual To Date	FYE 25 Actual To Date
Sales Tax Revenue	$19,313,381	$19,895,845	$18,334,722	$18,323,114
General Fund Revenue	$37,829,082	$35,710,161	$32,912,358	$33,210,812
General Fund Expenses	$39,022,731	$39,993,406	$37,689,152	$37,261,636

Administration Division

	FYE 27		FYE 26	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,456.00	320.00	1,280.00
Total Comp Time Available	0.75	5.00	0.25	3.25
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.75	1,461.00	320.25	1,283.25
Benefit Hours Taken	28.00	117.50	40.00	243.50
TOTAL ACCOUNTABLE STAFF HOURS	292.75	1,343.50	280.25	1,039.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 27		FYE 26	
	October	YTD	October	YTD
Total Regular Hours Available	1,120.00	5,095.50	1,120.00	5,040.00
Total Comp Time Available	0.00	6.00	2.50	34.00
Total Overtime Hours	2.50	41.75	0.75	9.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,122.50	5,143.25	1,123.25	5,083.75
Benefit Hours Taken	204.25	820.25	114.75	717.50
TOTAL ACCOUNTABLE STAFF HOURS	918.25	4,323.00	1,008.50	4,366.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

CITY REVENUE REPORTS 3B

City Revenue Report

	FY 27 September	FYE 27 October	Plus/Minus
Total Revenue Received ($)	$6,405,171	$6,867,753	$462,582
Utility Payments - Office (#)	41,231	41,973	742
Utility Payments - Office ($)	$6,463,047	$6,649,873	$186,826
Paymentus (#)	15,556	15,865	309
Paymentus ($)	$1,946,043	$1,994,862	$48,819
Lockbox (#)	6,660	6,753	93
Lockbox ($)	$1,483,230	$1,467,647	($15,583)
E-Lockbox (#)	3,476	3,420	-56
E-Lockbox ($)	466,628	459,903	($6,724)
Bank Draft Payments (#)	13663	13939	276
Bank Draft Payments ($)	$1,973,917	$2,180,826	$206,909
Utility Deposits (#)			$0
Utility Deposits ($)			$0
Fix Payments (#)			$0
Fix Payments ($)			$0
Processed Return Checks (#)	116	156	40
Processed Return Checks ($)	($26,508)	($23,835)	$2,674
Other Revenue Transactions (#)			$0
Other Revenue Received ($)			$0
Accounts Receivable Payments ($)	86,971	146,989	$60,018
Municipal Court - Fines/Bonds ($)	255,165	20,950	($234,215)
Municipal Court - Credit Card (#)	606	564	(42)
Municipal Court - Credit Card ($)	113,819	102,383	(11,436)
Building Permits Cash Report ($)	251,505	760,215	$508,710
Building Permits Credit Card (#)	93	83	-10
Building Permits Credit Card ($)	$25,785	$28,837	$3,052
Occupational License - Bldg Insp. ($)	$0	$0	$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC ($)	$0	$0	$0
Business License - City Clerk ($)	1,992	1,230	($762)
Accounts Receivable Billed ($)	$31,396	$99,109	$67,713

Building Permits/Planning/City Clerk went to a new system in the beginning of November, 2023 and is recorded in a different system. We've included the numbers per a citizen's request.

Budget Services Division

	FYE 27		FYE 26	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,216.00	320.00	1,440.00
Total Comp Time Available	0.25	2.75	0.00	1.50
Total Overtime Hours	0.00	0.00	0.25	1.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.25	1,218.75	320.25	1,442.50
Benefit Hours Taken	8.75	103.00	12.75	222.00
TOTAL ACCOUNTABLE STAFF HOURS	311.50	1,115.75	307.50	1,220.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 27		FYE 26	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	712.00	2,754.00	800.00	3,673.00
Total Comp Time Available	0.00	3.00	14.25	54.25
Total Overtime Hours	33.75	138.50	44.50	209.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	745.75	2,895.50	858.75	3,936.25
Benefit Hours Taken	34.50	236.25	153.00	804.00
TOTAL ACCOUNTABLE STAFF HOURS	711.25	2,659.25	705.75	3,132.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Drive-up Window and Mail Payments - FYE 2027

	Aug, 2026	Sept, 2026
Mail Payments - Lockbox	6,660	6,753
Mail Payments - E-Lockbox	3,476	3,420
Mail Payments - Office	289	55
Total Mail Payments - Subtotal	**10,425**	**10,228**
Night Deposits	168	137
Paymentus Payments	15,556	15,865
Without assistance paymnts - Subtotal	**15,724**	**16,002**
Office Payments	2,469	2,258
With assistance payments - Subtotal	**2,469**	**2,258**
Total Payments Processed - Subtotal	**28,618**	**28,488**
Bank Draft (ACH) Payments	13663	13939
Total Payments (Utility)	**42,281**	**42,427**
Total Payments	**57,236**	**56,976**

FIRE DEPARTMENT 4

October 2026 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	99 hours	Compressed Gas, Principals of Electricity, Vehicle Fires, Fire Origin and Cause, Heating & Cooking Equipment, Building Construction, Information Gathering, General Fire Safety, Hazardous Materials, Detection & Monitoring, Explosives, Hazmat Tech, Investigator Orientation
Inspections/Re-Inspections	125 hours	Inspections (105), Violations cited (48), Violations cleared (9), Violations Remaining (39), Company Inspections (0)
Smoke Detectors	8 calls	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	11	Structure (5), Vehicle (2), Wildland (3), Other (1)
Investigative Activities	54 hours	Fire Investigations, Report Writing, Reviewing Video, Subpoena prep, etc
Department Meetings	18 (27 hours)	Department Meetings, Officers Meetings, Shift Briefings, Evaluations
Station & Equipment Maintenance	60 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education, Citizen Complaints & Special Events	37 hours	Aviation Fair, OU Game Day, Citizen Complaints/Code Violation Complaints

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews/ Fire Protection System Plan Reviews	72	72
Fire Inspections/Re-inspections	39	40
Meetings	5	5
Training (Target Solutions)	4	4
Communication	N/A	10
Totals		**131**
Time Off (VAC, SICK, Holiday)	10	10

NFD Monthly Progress Report

October 2026

Total Calls by Unit & First-In Calls by Station with Average Response Times

Station 1

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 1	498	464		5	3		2	17	1	6
Brush 1	13	9		1	1		2			
Brush 12	1	1								
Ladder 1	125	100	1	2	1	1	1	13		6
**Chief 301	112	19	10	6	11		1	59	6	
Station 1 Total	749	First-In Calls - 520 / Average Response Time 4:58								

Station 2

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 2	246	3	217	1	7			16	2	
Brush 2	9		6		2			1		
Ladder 2	15	1	1					13		
HAZMAT	91	11	8	5	6	2	1	48	2	8
Station 2 Total	361	First-In Calls -216 / Average Response Time 5:11								

Station 3

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 3	314	12	5	273				13	1	10
Brush 3	3		1	2						
Air & Light	14						1	13		
Station 3 Total	331	First-In Calls - 274 / Average Response Time 5:49								

Station 4

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 4	224	1	4		194			21	4	
Brush 4	7				5			1	1	
Station 4 Total	231	First-In Calls - 194 / Average Response Time 6:15								

Station 5

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 5	25					23	1			1
EMS Brush 5	77			1		69	5	1		1
Station 5 Total	102	First-In Calls - 70 / Average Response Time 9:00								

Station 6

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 6	22					3	17		1	1
EMS Brush 6	71			1		5	62		1	2
Station 6 Total	93	First-In Calls - 62 / Average Response Time 11:51								

Station 7

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Rescue 7	2							2		
Squad 7	240	6	2	1	3			221	7	
Brush 7	5	1			2		1		1	
Station 7 Total	247	First-In Calls - 219 / Average Response Time 6:01								

Station 8

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 8	29	1			2			15	11	
Brush 8	158	1	1		4			18	134	
Tanker 8	4				2				2	
Station 8 Total	191	First-In Calls - 133 / Average Response Time 6:14								

Station 9

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 9	30	1		1	1		3	10		14
EMS Brush 9	277	8		2	2		5	12		248
Tanker 9	2						2			
**Chief 401	66	4	3	4	3	12	7	24		9
Station 9 Total	375	First-In Calls - 249 / Average Response Time 6:25								

Fire Prevention										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Fire Marshal 1	2		1					1		
Fire Marshal 2	4				1	1		2		
**Fire Marshal 3	21	1	1	1	2	1	2	13		
Prev. Totals	27									
Notified Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM1*	12							12		
EMS1*	12							12		
NFD3*	12							12		
Notified Total	36									
Fire Admin										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD2	1							1		
	Totals	Total by District								
	2744	644	261	306	252	117	113	570	174	306

*EM1, EMS1 and NFD3 are "notified" of certain calls. They may or may not actually go on scene.
**As of 1/1/25 all All Assistant Chiefs will be designated 301, All Battalion Chiefs 401 and all On-Shift Fire Inspectors FM3

Incident Response Type Summary		
Incident Type	Total	% of Total
Fire	37	1.91%
Hazardous Situation	82	4.23%
Incident Type Undefined	23	1.19%
Medical	1126	58.10%
No Emergency	422	21.78%
Public Service	239	12.33%
Rescue	3	0.15%
Incomplete	6	0.31%
Total Incident Count (Unique Calls)	1938	100.00%
Number of Total Unit Responses	2744	

Community Outreach		
Tours and Community Events	36	Fire Prevention Month - Station Tours & School/Daycare visits, Fall Festivals, Aviation Festival, National Night Out, Homecoming parades/bonfire
Burn Permits		
Burn Permits Issued	339	Conditions were favorable for burning 14 days in October.
Training		
Total Personnel Training Hours	3315 hours	Aerial Apparatus Platform, Building Construction, Compressed Gases, Crime Scene Management, Decontamination, Detection & Monitoring, Drafting Engine/Brush, Emergency Vehicle Operation, Explosives, Fire Origin and Cause, Fire Protection Systems, Fire Service Hose, Fire Service Ladders, Fire Streams & Hydraulics, Fire Tactics, Firefighter Operation, Firefighter Orientation, Firefighter Safety, General Fire Safety, Hazardous Materials, Hazmat Technician Training, Heating & Cooking Equipment, Incident Command System, Information Gathering, Inspections, Investigator Orientation, Personal Protective Equipment, Portable Fire Extinguishers, Pre-Incident Planning, Principals of Electricity, Public Relations & Fire Safety, Pumping Apparatus Operations, Rope Rescue, Salvage & Overhaul, Search & Rescue, SCBA, Street Study, Structural Collapse, Vehicle Fires, Ventilation, Water Supply (Drafting)

EMERGENCY MANAGEMENT DIVISION

October 2026

Emergency Management Activities

EOP Update

The internal process has begun, and the vendor is making the rounds.

Plans and Grants

Critical facility generator scoping project. The grant for funding to review the critical facilities need for generators has been accepted and the documentation for the city has been forwarded to the city administration. Due to this the projects that were going to be completed will be delayed or funding will have to come from internal budget. Finance has requested some additional documentation before providing the remaining MRC funding to Envision Success. That has been requested at the national level.

Open Disaster Operations

The high wind event did warrant a federal declaration. The Assistant CM oversees the reimbursement process.

Norman Emergency Response Volunteers

Special Response Teams Available

There are several specialty teams available for response or community preparation events. The Norman EM Unmanned Aerial Vehicle team, the Small Animal Response Team (SmART), The Oklahoma Large Animal Response Team (OLAFR), and The MRC State Stress Response Team (OKSRT, a mental health asset) can support with coordination through Norman EM. SmART received a grant through the OK Health Dept. This grant will assist in training and equipment purchasing. It will be managed by SmART. All the teams are available to Incident Command through dispatch and in coordination with Norman EM. The city has created an emergency manager position, and the current EM Coordinator was not chosen. As the new EM position will be under the CM office the future of these very successful programs will be determined.

Red Cross Coordination

We have dedicated volunteers that can respond quickly to the residents' need for assistance. The primary task is to ensure a burnout family has assistance from the Red Cross if they request it and to stay involved until Red Cross is on scene or the family confirms connection with the Red Cross. The Red Cross has had a change of personnel for our area and the basic process for calling their national number is the guidance.

Auxiliary Communications

(AUXCOM)

AUXCOM capability is a work in progress. The Section is operational and developing new capacity for alternate communications means. Recruiting for operators is ongoing. Plans for future budget requests from PSST are being completed. The EMPG grant was not forwarded to the CM or the Council and funding to continue will come from internal budget.

EMERGENCY MANAGEMENT DIVISION

October 2026

Events
Normal Operations have been day to day. The Oklahoma Response Team has secured 6 pallets of water. Two pallets have been distributed and 4 are available. During October the city announced a new position of Emergency Manager. It was determined they would not appoint the coordinator as the EM. The EM program will be placed under the city manager. Internal training should be scheduled to train and educate the administration on what emergency management is and the difference between incident management and emergency management.
Response Provided
October has been a "quiet" month
EOC Operations and Facility
Siren Operations
The system is fully operational. Ongoing maintenance continues.
Regular Monthly Scheduled Activities
Meetings will be held at the Robinson EOC (2801 W. Robinson) unless otherwise posted
Outdoor Warning System
Each morning at 7:00 am, a silent test of the outdoor warning system is conducted. The test provides an operational snapshot of the status of the system. This provides information about whether a unit needs maintenance and if it is operating properly. For special requests the audible test may not be completed. Such requests would be large event venues such as an OU home football game or the annual Medieval Fair. The South Canadian Amateur Radio Society provided volunteering monitoring service of the system during the weekly audible test. An audible test of the outdoor warning system is conducted for 60 seconds each Saturday if conditions are favorable. Three units are sounded for 20 seconds due to being a public park venue. They are located at Griffin Park, Reeves Park and the Animal Control facility.
National Weather Service Weekly Weather Meetings
The National Weather Service has lost the ability to use GOTO Webinar. They will forward their weekly briefing with slides each Monday at 10 am. EM will provide that information to the Department Directors, Fire Administration, Police Dispatch, the Action Center and the EM Staff.
South Canadian Amateur Radio Society **SCARS (www5nor.org)**
SCARS is a vital preparedness partner with Emergency Management and is included in the City Emergency Operations Plan. They operate within the SKYWARN program for Norman, provide testing for amateur licenses, provide technical advice and service to the AUXCOM radio operation in the EOC. They participate in many community preparedness events throughout the year. -Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club. The club mentors' other HAMS, which works on projects and equipment, provides general support to the City and Public on Amateur operations. This is held at the Fire Training Center.

EMERGENCY MANAGEMENT DIVISION

October 2026

-Each Wednesday morning at 9:15 am a communication test with state emergency management partners is conducted by the various geographical areas. This tests the local and statewide capability for various communication means across the state in preparedness for disaster operations.
-Each first Thursday evening of the month is amateur radio testing night at 6:00 pm at the Fire Training Center. Open to the public, the club provides the opportunity for the community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing.
-Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance.

Residents can assist by "Adopting a Pole" and reporting the siren status they adopt at the website www.w5nor.org. The Club meeting is the second Saturday of each month, 9 am at the Fire Training Center.

Local Emergency Preparedness Committee

Meets quarterly at the Wellness Center (The Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information. The LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided at each meeting. Meetings occur on the first Wednesday of each quarter.

HUMAN RESOURCES 5

HUMAN RESOURCES

Total Number of Employees: 991

- FT/PT Employees: 919
- Temp/Seasonal Employees: 72

New Hires: 5
Orientation Sessions: 2 Sessions (10/5/26 & 10/26/26)
Terminations (FT/PT): FT - 6 / PT - 1

ADMINISTRATION

- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
    - 83 birthdays and 101 anniversaries

BENEFITS

NEW ENROLLMENTS: 3
TERMINATED (FT ONLY): 6

Benefit Participation		
	#	%
Medical	821	92.77%
Dental	818	92.43%
Vision	639	72.20%
Short-Term Disability	235	26.55%
Long-Term Disability	226	25.54%
Supplemental Life	449	50.73%

Total Benefit Eligible Population: 885

Total Benefit Participation (Including FT, Retiree, and COBRA)	
Medical	858
Dental	854
Vision	659
Supplemental Life:	-
FT	449
Child	181
Spouse	196

Claims	
Rx Claims	$609,463.59
Medical Claims	$760,909.19
Dental Claims	$100,332.39

FMLA	
New Cases	3
Returned to Work	2

HUMAN RESOURCES
Monthly Report
October 2026

NEW HIRES / REHIRES

Full Time - 5 **Part Time – 0** ***Temp/Seasonal – 2** **Total – 7**

Dept./Div.	Position	Number of Employees
Full Time		
Finance / Treasury	Treasury Support Supervisor	1
Parks & Rec / Administration	Assistant Parks & Rec Director	1
Planning / Inspections	Administrative Technician II	1
Police / Animal Welfare	Animal Welfare Officer	1
Police / Emergency Communications	Communications Officer I	1
Part Time		
Temp / Seasonal		
Parks & Rec / Golf	Golf Course Attendant	2

PROMOTIONS

Full Time – 3 **Part Time - 1** **Total - 4**

Dept./Div.	Position	Number of Employees
Full Time		
I.T. / Cybersecurity	Cybersecurity Engineer	1
Planning / Administration	Assistant Planning Director	1
Utilities / Sanitation	Sanitation Worker II	1
Part Time		
Parks & Rec / YFAC	Recreation Leader I	1

DEMOTIONS

Full Time – 1 **Part Time - 0** **Temp/Seasonal - 0** **Total - 4**

Dept./Div.	Position	Number of Employees
Full Time		
Police / Emergency Communications	Communications Officer II	1

SEPARATIONS

Full Time – 6 **Part Time - 1** **Temp/Seasonal - 25** **Total - 32**

Dept./Div.	Position	Number of Employees
Full time		
Legal	Assistant City Attorney III	1
Parks & Rec/Golf	Maintenance Worker I	1
Planning/CDBG	CDBG Program Technician	1
Utilities/Sewer Line Maintenance	Utility Collection Worker	1
Utilities/Water Line Maintenance	Utility Distribution Worker	1
Utilities/Water Reclamation Facility	Crew Chief	1
Part-Time		
Utilities/GIS	Intern	1

HUMAN RESOURCES
Monthly Report
October 2026

Dept./Div.	Position	Number of Employees
Temp/Seasonal		
Parks & Rec/Recreation	Recreation Center Specialist	2
Parks & Rec/Westwood	Admissions Clerk I	1
Parks & Rec/Westwood	Head Lifeguard	3
Parks & Rec/Westwood	Lifeguard	9
Parks & Rec/Westwood	Office Manager	1
Parks & Rec/Westwood	Shallow Water Lifeguard	7
Parks & Rec/Westwood	Swim Instructor	1
Public Works/Traffic	Traffic Management Center Operator	1

TURNOVER STATS

Does not include Temp/Seasonal stats.

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	**16**		**0.00%**
City Clerk	**6**		**0.00%**
Finance	**16**		**0.00%**
Admin-Accounting-Utilities			
Treasury-Budget			
Fire	**165**		**0.00%**
Admin-Training-Prevention			
Suppression-Disaster Prep.			
Human Resources	**7**		**0.00%**
Information Technology	**19**		**0.00%**
Legal Department	**9**	**1**	**11.11%**
Municipal Court	**12**		**0.00%**
Parks & Recreation	**112**	**1**	**0.89%**
Admin-Recreation-Golf			
Park Development-Tennis			
Facility Maintenance-YFAC			
Westwood Aquatic Center			
Planning & Comm Dev.	**37**	**1**	**2.70%**
Admin-GIS-Planning			
Code Compliance			
Current Planning			
Bldg. Inspectors-CDGB			
Police	**260**		**0.00%**

HUMAN RESOURCES
Monthly Report
October 2026

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
Admin-Patrol-Investigations-			
Staff Svcs-Narcotics-Dispatch			
Animal Welfare-SRO			
Public Works	**124**		**0.00%**
Engineering-Capital Projects Fleet-Streets-Stormwater			
Traffic-Transit-Admin			
Utilities	**174**	**4**	**2.30%**
Admin-WTP-WRF-GIS			
Line Maintenance-Sanitation			
IND Pretreatment-Environment			

RECRUITMENT

Positions Requisitioned for Refill by Department/Division (# of vacancies) *included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT*	
Legal	
Assistant City Attorney I	
Parks & Recreation	
Recreation Intern (PT)	Golf Shop Attendant (PT)
Food and Beverage Tech I (PT)	Recreation Leader I – Whittier (PPT)
Recreation Center Specialist – All 3 Centers (PT)	Lifeguard Leader I (PPT)
Recreation Center Specialist – Little Axe (PT)	Recreation Leader I – YFAC Concession (PPT)
Recreation Center Specialist – YFAC (PT)	Administrative Technician II – Facility Maintenance
Golf Course Attendant (PT)	Tradesworker – HVAC – Facility Maintenance
Planning	
GIS Intern (PPT)	Assistant Planning Director
Grants Specialist - CDBG	Administrative Technician II – DC Lobby
Community Planning Manager	
Police	
Police Officer	Animal Welfare Officer
Communications Officer I	
Public Works	
Maintenance Worker I – Stormwater	Maintenance Worker I - Streets
Utilities	
Utility Collection Worker I	WTP/WRF Utilities Specialist
Utility Distribution Worker I	Sanitation Worker II
Water Lab Intern (PPT)	Sanitation Worker I

HUMAN RESOURCES
Monthly Report
October 2026

DAYS TO FILL

Full Time Position	Date Posted	Offer Date	Days to Fill
Animal Welfare Officer	2/24/26	8/20/26	177 Days
Administrative Technician II – Planning	9/22/26	10/9/26	17 Days
Communications Officer I	2/5/26	8/20/26	196 Days
Treasury Support Supervisor	7/30/26	9/11/26	43 Days
Assistant Parks & Rec Director	7/1/26	9/16/26	77 Days
Administrative Technician II – Code	8/18/26	9/18/26	31 Days – Promoted
Assistant Planning Director	8/24/26	10/5/26	42 Days – Promoted
Recreation Leader I (PPT) –YFAC Concession	8/31/26	10/12/26	42 Days – Promoted
Sanitation Worker II	9/4/26	10/8/26	34 Days - Promoted

*Offer Date reflected for accurate days to fill numbers, all started in current month
*489 Registrations/Applications to our openings, 8 new requisitions opened.

SAFETY

RECORDABLE INJURIES – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Fire Dept	Right Palm	Injured by barbed wire during brush fire	Went to Urgent Care	Wear gloves
Police/Communications	Left Index Finger	Accumulative Injury	Went to OCMED for treatment/referral	Stretch and take ample breaks
Fire Dept	Left Elbow	Injured elbow pulling hose from truck	Went to OCMED	Caution and awareness
Fire Dept	Left Shoulder	Injured shoulder falling from truck	Went to OCMED	Caution and awareness
Facility Maintenance	Right Index Finger/Left Shoulder	Electrocution burn to finger and shoulder strain/pull	Went to NRER	Use appropriate tester and PPE

CURRENT NUMBER OF "AT FAULT" VEHICLE COLLISIONS PER CALENDAR YEAR:

2026*	2025	2024
14	28	40

**CY2026 is current YTD*

CURRENT NUMBER OF "AT FAULT" VEHICLE COLLISIONS PER FISCAL YEAR:

2026	2025	2024
32	41	14

RECORDABLE INJURIES PER CALENDAR YEAR:

2026*	2025	2024
54	39	80

**CY2026 is current YTD*

RECORDABLE INJURIES PER FISCAL YEAR:

2026	2025	2024
69	65	62

INFORMATION TECHNOLOGY 6

CITY OF NORMAN

Information Technology Department
Monthly Report –October 2026.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for Finance, Purchasing, AR/AP, Courts, HR, Payroll, Personnel, Parks and Rec, and Permits Management through newer technology, software, and business review processes.	Implementation Complete – Project refinement ongoing: The CoN team has completed implementation work on all major core software. However, work continues in HR, Planning, Permitting, and Time & Attendance to refine these systems. Time & Attendance upgrade complete.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the number of physical servers through virtualization. New equipment is being implemented to replace the old and increase security and speed requirements.	Ongoing: IT Network staff are in implementation and testing of major networking and security appliances, as well as virtual upgrades and virtualization changes. Funded through CIP.
Data storage migration	The IT Department through a grant has purchased new data storage for the city's critical data.	In Progress. Implementation of the hardware is complete; configuration, and data load balancing is ongoing. New data storage expansion will begin in FYE27.

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center. This will create a redundant loop for the WTP and EOC in case of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CON network is protected by every employee who utilizes the network for business.	Ongoing: Monthly training continues with our cybersecurity education suite, orientation of all new users, as well as penetration testing of the city network, and improvements from the pen test results.
Endpoint Security Review	Review current endpoint security appliances and software and make upgrades and improvements as necessary.	Ongoing; New endpoint security appliance and software has started the implementation and testing phase, set to complete by the end of calendar year 2026.
Print consolidation	Work with outside vendors to consolidate all print, fax, and copy machines in CON facilities.	In Progress estimated full completion in 2027
Annual Budget Forms Refinement	Implement budget forms process to replace outdated paper processes.	In Progress – the initial forms were tested last budget cycle. Refinement of the forms continues, and testing of the various annual reporting needs will be a priority for FYE27.

Virtualization migration	The city is moving to a new virtualization platform to reduce maintenance costs.	In Planning: The IT Department is testing the new platform. We have migrated approx. 98% to the new suite.
Network Infrastructure Improvements	IT Network Engineer will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been granted access to 5% of the annual capital funds for business-critical software and infrastructure needs. Switch replacement project continues to progress with major changes to the city's largest switch network.
Implementation of AI tools to aid daily city operations.	The IT Department is utilizing Artificial Intelligence to build internal tools for daily tasks.	In development. IT network, security, and AI staff are working to set up and develop tools for all city staff to utilize. These include grant writing and RFP development efforts.
Server Upgrade Project	Move all servers to new OS version.	In Progress: City network and development staff are coordinating to upgrade all production servers to the newest OS versions. Expected completion in late 2026.
VoIP Solution upgrade	The IT Department is working to upgrade our VoIP system. The current system is over 12 years old and requires an upgrade.	In planning. Current plans and evaluations of the system are ongoing as well as finding a funding solution for the upgrade. Estimated implementation 2028

IT inventory system upgrade.	The current IT inventory system is old and mostly manual. The IT Development team is working with the IT Support center to develop an automated tracking system for all IT equipment.	In Progress: Development of the inventory forms and databases is currently in progress.
City of Norman Intranet upgrade.	The IT Department is working to upgrade our Intranet and information offered there for internal use. Once complete, important information across various departments will be available for all CoN employees.	In progress. Current plans on data sources, content, content managers, and page development are in the implementation phase.

Support Tickets:

The IT department is responsible for all technology needs throughout all city departments. Public safety is a high priority, and the bulk of our support tickets come from public safety support. **IT Table 1** below represents the number of support tickets opened by each department for last month. The IT Department monitors trends in these numbers and adjusts as needed to ensure that all departments have the appropriate amount of support for daily operations.

Users Supported:

The following statistics show the number of network users supported by the IT Department. The city network is important for all business initiatives for the city of Norman. The number of devices supported reflects the growth in dependence on technology for daily operations (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 322,422 attempted incoming emails in October 2026. A total of 279,434 messages were delivered, while 42,988 total incoming messages were considered Spam or hazardous e-mails by our email-filtering appliance and were quarantine or filtered (see **IT Table 3**). This number represents 13.3% of our inbound mail. This percentage has decreased significantly from previous years because of the IT Department's implementation of a new and more modern appliance. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly tries to affect our

network. We continue to monitor and analyze the situation hour by hour. Inbound email messages of this nature mean increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In October 2026, the City of Norman's web site had 168,287 individual web sessions access the web site for 314,527 total page views. Of those sessions, 168,287 were identified as Users to view content on the city web site (see **IT Table 4a and 4b**). Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

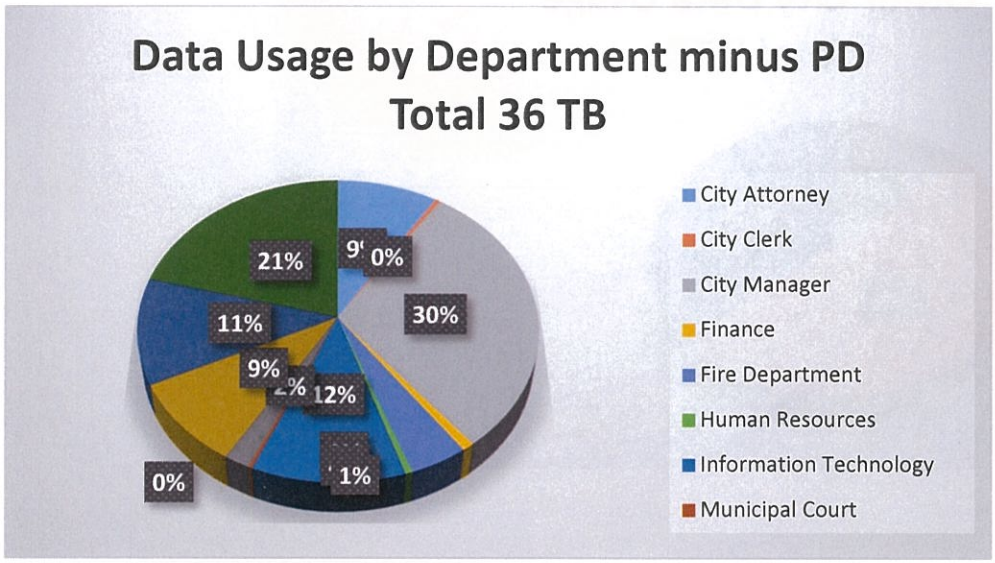
Data Storage:

The City of Norman's infrastructure depends on system availability and uptime. An important part of system availability is data storage and usage. The pie charts below (**See IT Charts A, B, and C**) represent where the bulk of IT data storage resides. The information stored in this infrastructure is important for daily operations, and public safety. This includes data that is protected in the case of a disaster that can be recovered to keep operations functional.

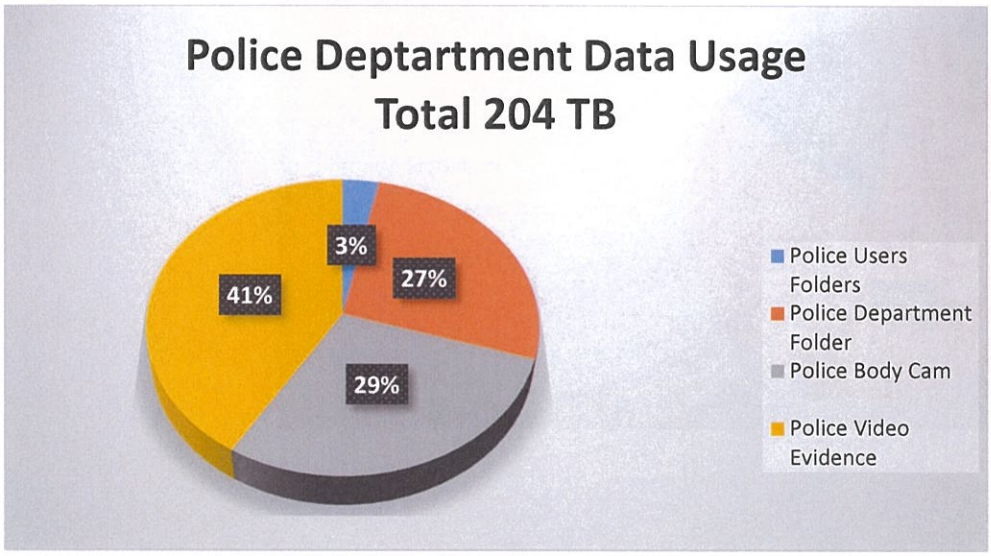
Business Development Project Implementation:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The project's final implementations are complete as of March 2024. The City Council approved approximately $6 Million to replace the outdated software systems that run our daily business operations. Although because of constant efforts to improve, this project is never fully complete. The city now has enhanced automated services and web services for our citizen base as well as the employees who conduct business and track their daily work with these systems. Business Systems software packages include Parks and Rec (x 2), Municipal Court, Financial Systems, Utility Billing, Automated Meter, Payroll, Human Resource Management, Work Orders, Time and Attendance, and Planning and Community Services software packages. Daily work continues for these systems as well as additional training, enhancements, upgrades, and configuration. We will continue to evaluate and enhance each of these systems moving forward. Our current efforts include a review of the HR Systems, recruitment, and benefits, post launch troubleshooting of Planning and Community Dev software, and post launch troubleshooting of Permitting software. The IT Department, along with several other city departments, has participated in several demonstrations of new Public Safety Work Scheduling and Time and Attendance applications. If a decision to move forward with the new application is made, we will be working with management on the next steps.

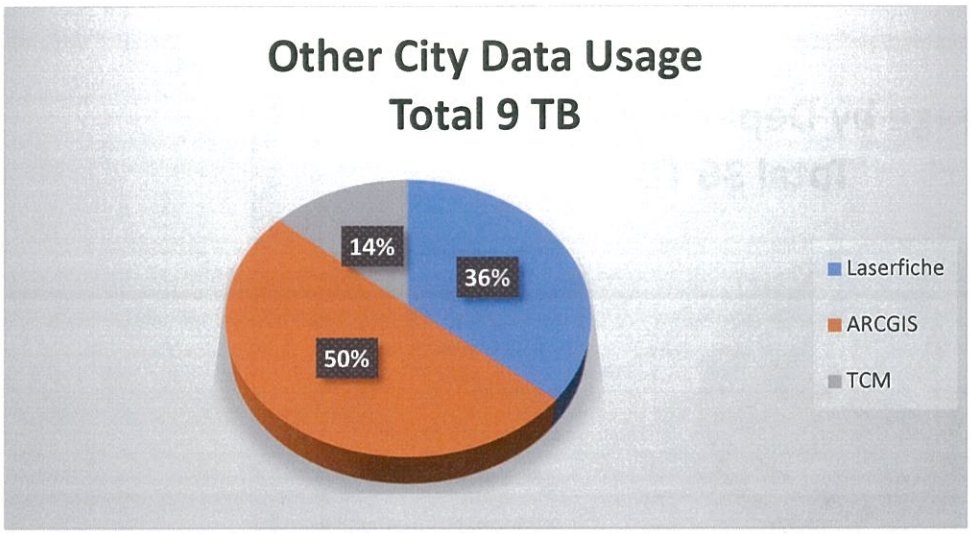
IT Table A



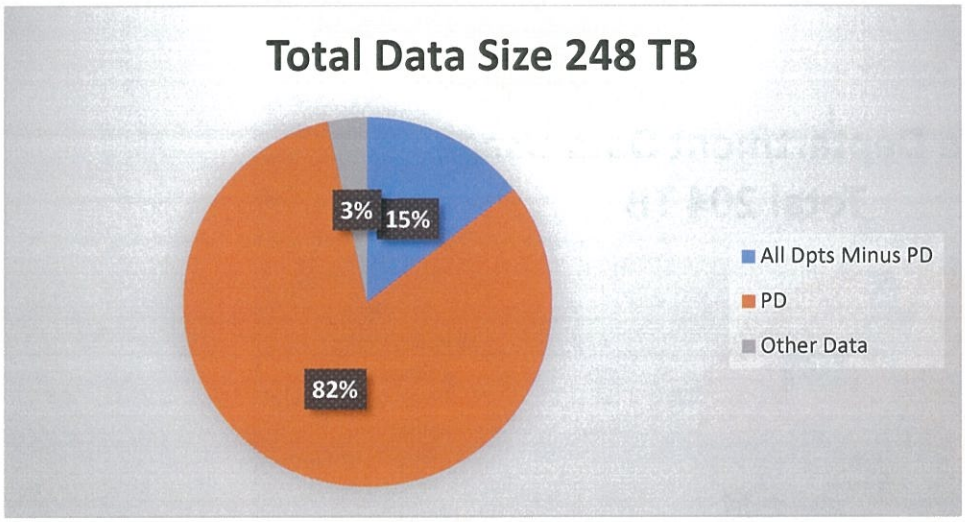
IT Table B



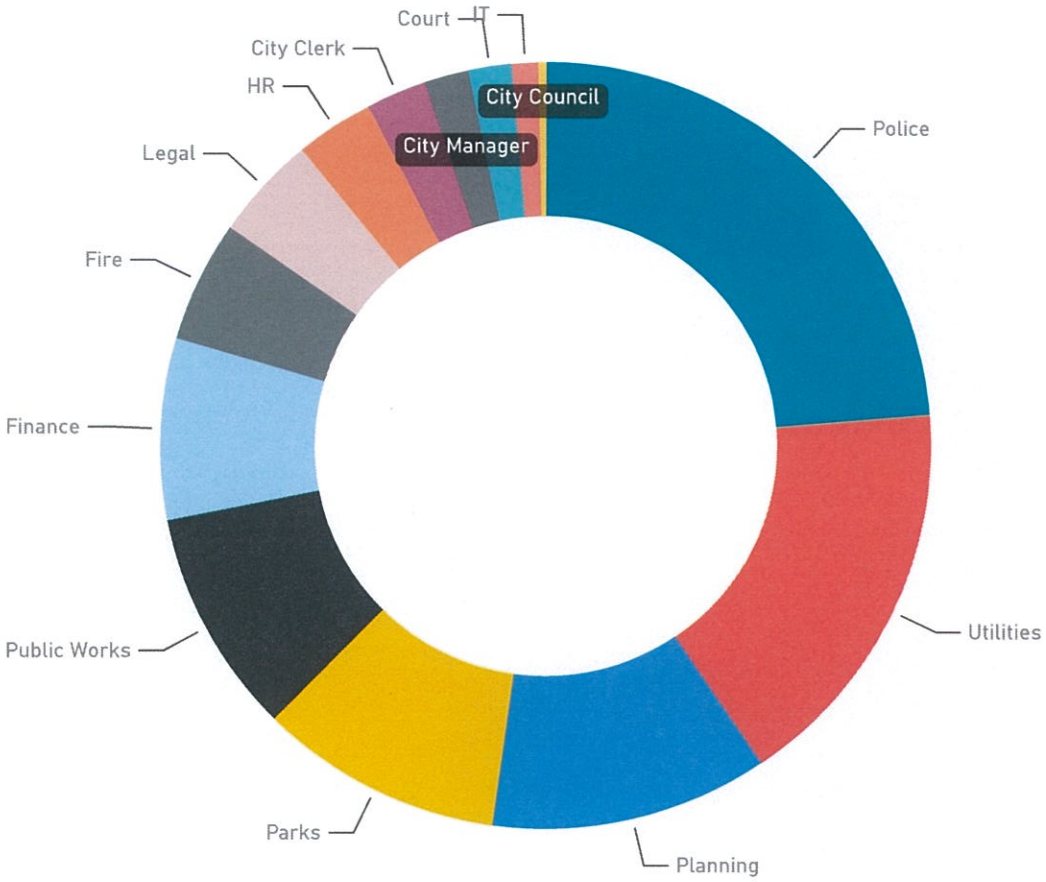
IT Table C


Other City Data Usage
Total 9 TB
14%
36%
50%
Laserfiche
ARCGIS
TCM

IT Table D


Total Data Size 248 TB
3%
15%
82%
All Dpts Minus PD
PD
Other Data

Tickets by Department



New Tickets

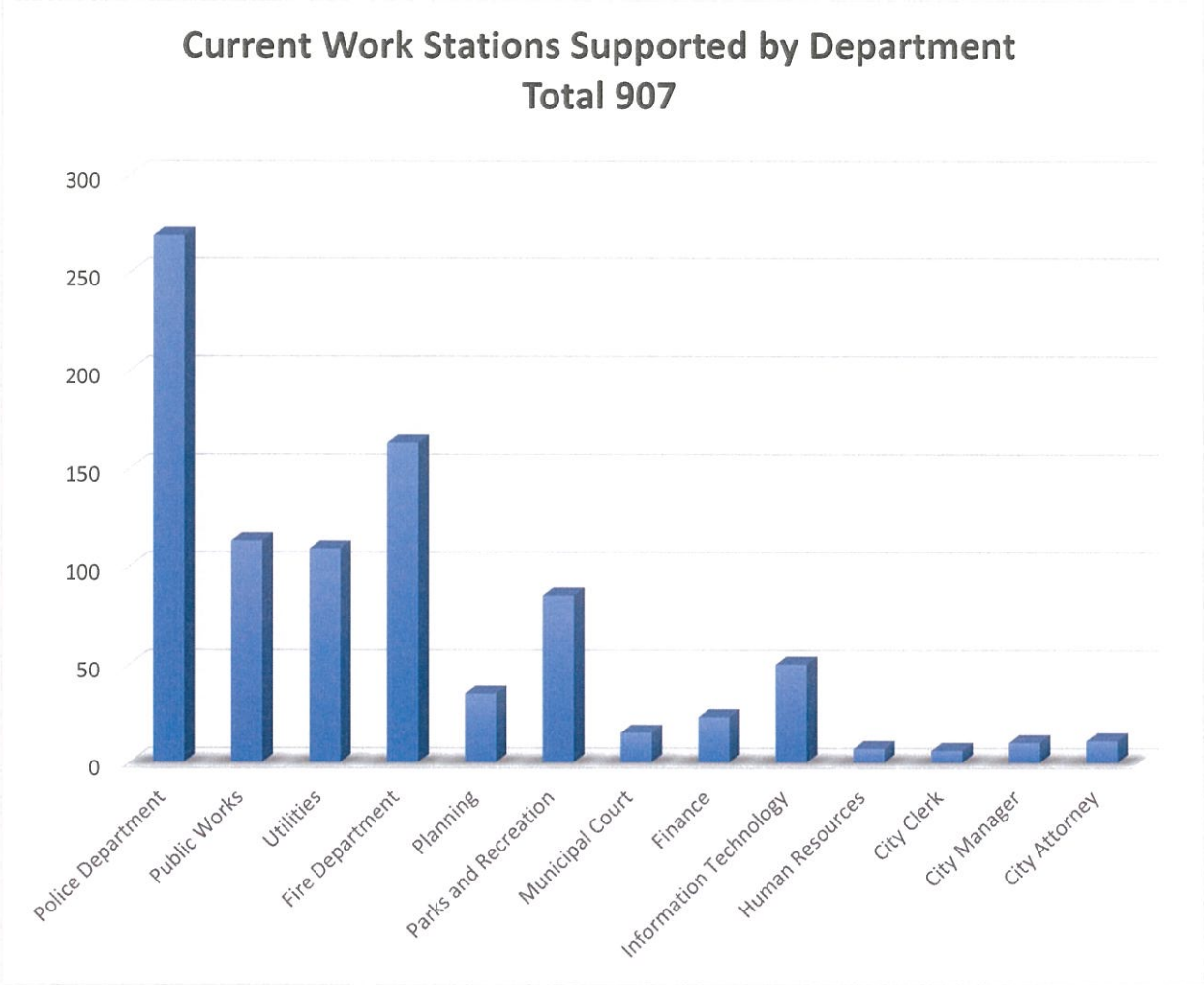
274

Department	Created	Closed
City Clerk	7	7
City Council	1	1
City Manager	5	5
Court	5	5
Finance	21	20
Fire	14	12
HR	9	6
IT	3	3
Legal	12	9
Parks	28	22
Planning	32	31
Police	65	58
Public Works	26	26
Utilities	46	45
Total	**274**	**240**

Police had the highest Ticket Count at 65, followed by Utilities and Planning. City Council had the lowest Ticket Count at 1.

Police accounted for 23.72% of Ticket Count.

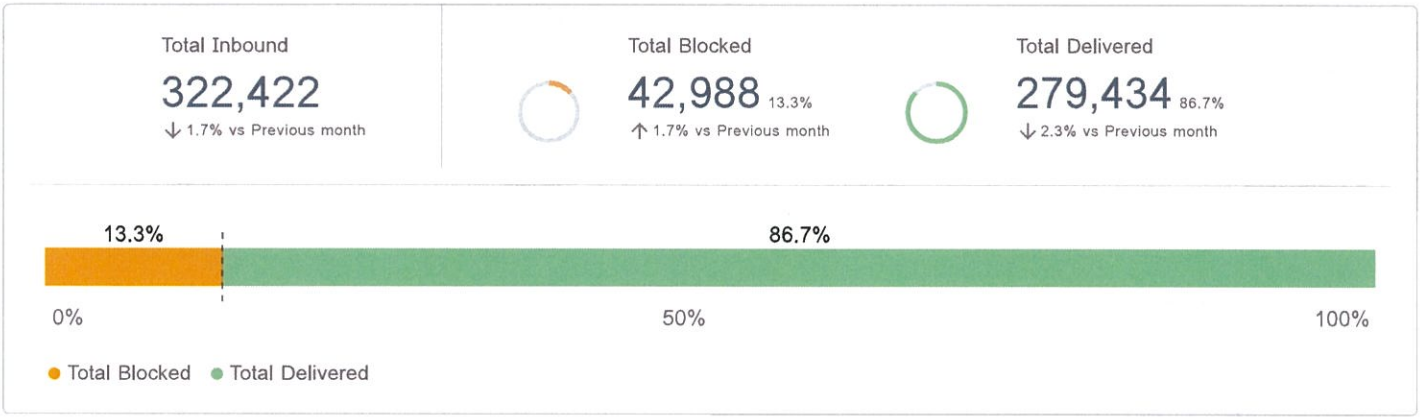
Table 2

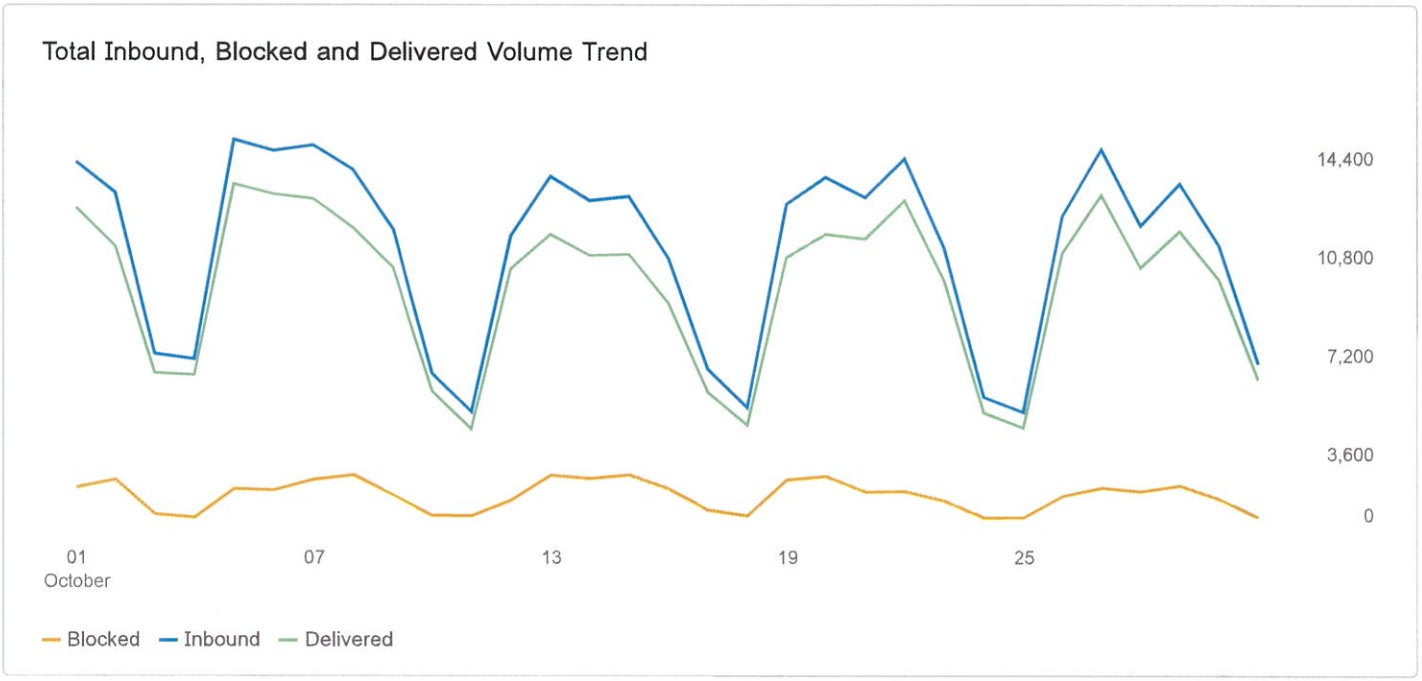

Current Work Stations Supported by Department
Total 907
300
250
200
150
100
50
0
Police Department
Public Works
Utilities
Fire Department
Planning
Parks and Recreation
Municipal Court
Finance
Information Technology
Human Resources
City Clerk
City Manager
City Attorney

Inbound Email Summary

Statistics of messages from external users to internal users and domains.

2026/10/01 00:00:00 - 2026/11/01 00:00:00 (UTC)





Total Blocked by Category

Category	% of Total Inbound	Messages	vs Previous month
Threats	1.8%	5,735	- 8.4%
Spam	5.3%	17,188	+ 0.6%
Bulk	0.8%	2,656	- 2.1%
Others	5.4%	17,409	+ 7.3%
Total Blocked	13.3%	42,988	+ 1.7%

Top 5 Inbound Recipients

Envelope Recipient	Messages(% of Total Inbound)	vs Previous month
robert.gruver@normanok.gov	11,766 (5.0%)	+ 60.9%
securityteam@normanok.gov	11,405 (4.8%)	+ 57.2%
david.grissam@normanok.gov	10,127 (4.3%)	- 47.7%
russell.anderson@normanok.gov	9,374 (4.0%)	- 47.3%
david.shepherd@normanok.gov	8,363 (3.6%)	- 51.7%

Top 5 Inbound Senders

Envelope Sender	Messages(% of Total Inbound)	vs Previous month
iadmin@s0u1rnm.vida.local	25,747 (10.9%)	- 52.1%
ise@ci.norman.ok.us	20,542 (8.7%)	+ 1247.0%
pager@ci.norman.ok.us	14,059 (5.9%)	+ 2.0%
noreplyeerp@normanok.gov	12,964 (5.5%)	+ 6.4%
vtinotifications@normanok.gov	3,536 (1.5%)	+ 0.5%

Top 5 Inbound Receiving Domains

Envelope Receiving Domain	Messages(% of Total Inbound)	vs Previous month
normanok.gov	295,430 (91.6%)	- 2.4%
ci.norman.ok.us	13,924 (4.3%)	+ 7.1%
sms.normanok.gov	12,964 (4.0%)	+ 4.2%
cucpub.ci.norman.ok.us	104 (0.0%)	- 23.5%
-	-	-

Top 5 Inbound Sending Domains

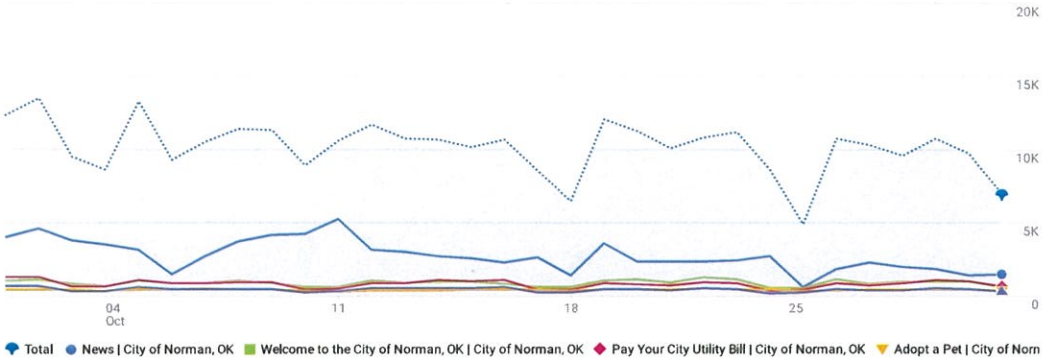
Envelope Sending Domain	Messages(% of Total Inbound)	vs Previous month
ci.norman.ok.us	35,945 (12.1%)	+ 49.5%
normanok.gov	33,743 (11.4%)	- 4.6%
s0u1rnm.vida.local	25,747 (8.7%)	- 52.1%
us-west-2.amazonses.com	11,600 (3.9%)	+ 144.5%
checkit.targetsolutions.com	10,492 (3.5%)	+ 81.3%

Monthly Page Views

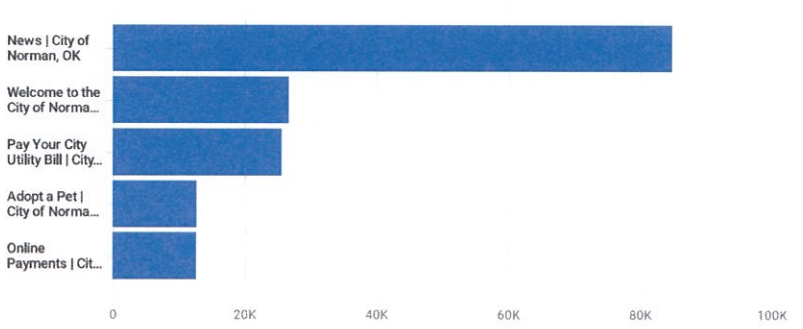
Add filter +

Views by Page title and screen class over time

Day



Views by Page title and screen class



Plot rows Search... Rows per page: 10 Go to: 1 1-10 of 3052

		Page title and screen class	Views	Active users	Views per active user	Average engagement time per active user	Event count All events
☑		Total	**314,527** 100% of total	**168,287** 100% of total	**1.87** Avg 0%	**20s** Avg 0%	**902,074** 100% of total
☑	1	**News | City of Norman, OK**	**84,750** (26.95%)	**85,080** (50.56%)	**1.00**	**0s**	**260,194** (28.84%)
☑	2	**Welcome to the City of Norman, OK | City of Norman, OK**	**26,624** (8.46%)	**14,410** (8.56%)	**1.85**	**16s**	**72,553** (8.04%)
☑	3	**Pay Your City Utility Bill | City of Norman, OK**	**25,571** (8.13%)	**12,739** (7.57%)	**2.01**	**18s**	**76,943** (8.53%)
☑	4	**Adopt a Pet | City of Norman, OK**	**12,669** (4.03%)	**4,416** (2.62%)	**2.87**	**46s**	**25,401** (2.82%)
☑	5	**Online Payments | City of Norman, OK**	**12,584** (4%)	**7,450** (4.43%)	**1.69**	**10s**	**28,742** (3.19%)
☐	6	**Animal Welfare | City of Norman, OK**	**9,515** (3.03%)	**5,102** (3.03%)	**1.86**	**14s**	**29,705** (3.29%)
☐	7	**Archival Document | City of Norman, OK**	**6,522** (2.07%)	**3,704** (2.2%)	**1.76**	**28s**	**16,885** (1.87%)
☐	8	**Job Opportunities | City of Norman, OK**	**5,631** (1.79%)	**3,095** (1.84%)	**1.82**	**1m 06s**	**16,905** (1.87%)
☐	9	**MyUtility Customer Portal | City of Norman, OK**	**4,246** (1.35%)	**3,166** (1.88%)	**1.34**	**14s**	**10,782** (1.2%)
☐	10	**Search Results | City of Norman, OK**	**3,809** (1.21%)	**2,488** (1.48%)	**1.53**	**24s**	**9,224** (1.02%)

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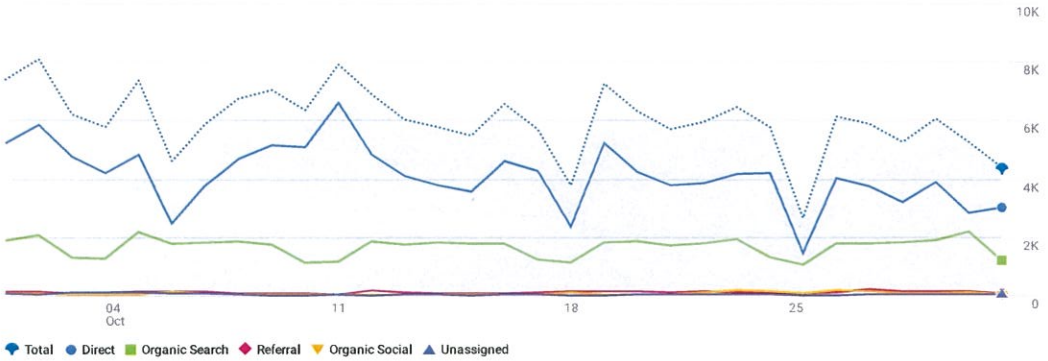
Monthly Site Traffic

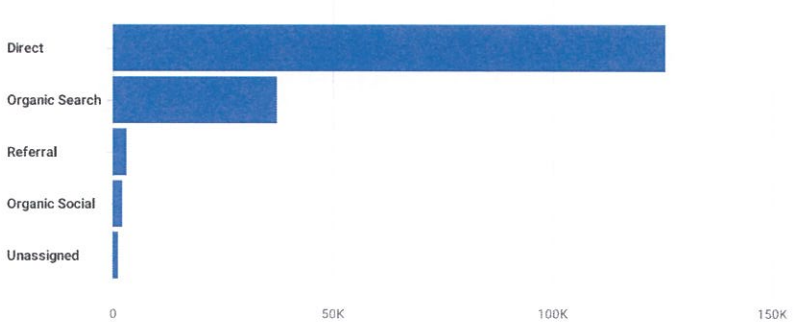
Add filter +

Active users by Session primary channel group (Default Channel Group) over time

Day



Active users by Session primary channel group (Default Channel Group)



Plot rows Search... Rows per page: 10 1-9 of 9

		Session primary...Channel Group)	Active users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per active user	Events per session	Engagement rate	Event count All events	Session key event rate All events
☑		Total	168,287 100% of total	220,201 100% of total	61,914 100% of total	15s Avg 0%	0.37 Avg 0%	4.10 Avg 0%	28.12% Avg 0%	902,074 100% of total	0%
☑	1	Direct	125,630 (74.65%)	130,673 (59.34%)	12,654 (20.44%)	4s	0.10	3.49	9.68%	455,893 (50.54%)	0%
☑	2	Organic Search	37,260 (22.14%)	78,911 (35.84%)	45,230 (73.05%)	33s	1.21	5.16	57.32%	407,219 (45.14%)	0%
☑	3	Referral	3,057 (1.82%)	4,589 (2.08%)	1,909 (3.08%)	29s	0.62	4.67	41.6%	21,419 (2.37%)	0%
☑	4	Organic Social	2,139 (1.27%)	2,507 (1.14%)	857 (1.38%)	18s	0.40	4.01	34.18%	10,058 (1.11%)	0%
☑	5	Unassigned	1,144 (0.68%)	1,154 (0.52%)	18 (0.03%)	14s	0.02	1.73	1.56%	1,991 (0.22%)	0%
☐	6	AI Assistant	660 (0.39%)	942 (0.43%)	536 (0.87%)	34s	0.81	5.77	56.9%	5,431 (0.6%)	0%
☐	7	Email	10 (<0.01%)	11 (<0.01%)	3 (<0.01%)	17s	0.30	3.73	27.27%	41 (<0.01%)	0%
☐	8	Organic Video	3 (<0.01%)	3 (<0.01%)	2 (<0.01%)	48s	0.67	6.33	66.67%	19 (<0.01%)	0%
☐	9	Organic Shopping	1 (<0.01%)	1 (<0.01%)	0 (0%)	0s	0.00	3.00	0%	3 (<0.01%)	0%

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LEGAL 7

MONTHLY REPORT - LEGAL DEPARTMENT
October 2026 Report
(Submitted November 13, 2026)

HIGHLIGHTS

First Bank & Trust Co. v. Norman Hospitality, Inc. *et al.*, Case No. SD-123,946; CJ-2025-749
On October 2, 2026, Division I of the Oklahoma Court of Civil Appeals affirmed the district court's ruling granting the Plaintiffs' request for foreclose the mortgage on the Norman Hotel. The Defendants did not file a petition for rehearing or for certiorari and the mandate was issued on October 29, 2026. This case will remain in the Cleveland County District Court General Lawsuits section because the district court has appointed a receiver.

Hutzel v. City of Norman, Case No. SD-124,094; CJ-2026-624 (R)
On October 27, 2026, the Oklahoma Supreme Court affirmed the district court's ruling granting the City's motion to dismiss. The Plaintiffs have until November 16, 2026, to petition the Oklahoma Supreme Court for rehearing.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO) (K)

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

Hodge, Cathy Ann v. Police Department, City of Norman, et al, Case No CIV-2025-01563, CJ-2025-1499

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Hutzel v. City of Norman, Case No. SD-124,094; CJ-2026-624 (R)
Oklahomans for Responsible Economic Development, Inc., et al v. City, SD-124,472 & SD-124,473; CJ-2026-1059

COURT OF CRIMINAL APPEALS

CLEVELAND COUNTY DISTRICT COURT

A. ***General Lawsuits***

115 W. Main LLC v. Sooner Emerald Dreams LLC, et al., CJ-2024-1318
City v. Arces, CV-2024-3662 (K, M, S)

City et. al. v. GE Johnson Construction, LLC, et al., CJ-2026-1794
This case was filed on October 16, 2026 against the NMA's construction manager at risk, GE Johnson, and its successor DPR Construction, as well as all known and identified subcontractors. Summons have not yet issued and no defendant has yet been served.
Armstrong v. City of Norman, CJ-2012-1638 (K)
Etter v. City, CJ-2021-731 (K)
First Bank & Trust Co. v. Norman Hospitality, Inc. *et al.*, Case No. CJ-2025-749
Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Grace v. City of Norman and Crossland Construction Company, Inc., CJ-2025-873 (K, R)
Hill v. CON, CJ-26-1610
Hiserodt v. City of Norman, CJ-2026-881 (K, R)
City v. Hodges, CV-2020-2922
Ingram's Trucking, LLC v. City of Norman, CJ-2026-1703
Jenkins v. CON, et al, CJ-26-1583
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
The Norman Petition Initiative No. 2021-1, CV-2020-2384 (K)
Norman Hospitality, Inc. v. City, CV-2025-2015 (K, R)
Norman Municipal Authority and City of Norman v. Flintco, LLC, et al, CJ-2024-1343
Obsidian Specialty Insurance Company v. Norman Municipal Authority, et al, CV-2026-1716
Oklahoma Turnpike Authority v. City, CV-2026-1794
Pals v. City of Norman et al., CJ-2026-337
Pioneer Library System v. City of Norman *et al.*, CJ-2025-1260 (K, R)
Prieto v. City, CJ-2026-1133
City v. Red Canyon Ranch Homeowners Association, CV-2026-501
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)
Spaulding Family Fireworks v. City of Norman, CV-2026-1711 (K)
State of Oklahoma Department of Mental Health & Substance Abuse Services Real Property Trust (McDaniel), CV-2025-3453 (K, P)
University Town Center, LLC v. City of Norman et al, CJ-2024-1405 (K)
Wattie Wolfe Company, Inc. v. City of Norman, et. al., CJ-2025-1366 TB (K, R)
Yoon v. City of Norman, CJ-2025-1114 JV (K, R)

B. ***Condemnation Proceedings***

City of Norman v. Chastain Oil Company, a corporation, et al., CV-2015-677 (M)
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)
City of Norman v. Tietsort Revocable Trust, et al., CJ-2013-775 (M)
City of Norman v. Apex Properties, LLC, et al., CJ-2021-221 (M)
City of Norman v. D&J Land, LLC, et al., CJ-2022-251 (M):
City of Norman v. Harold and Diana Hansmeyer, et al., CJ-2024-498 (W)
City of Norman v. Bradley C. Wallet and Zermarie Deacon, et al., CJ-2026-1370 (R)
City of Norman v. JEC Enterprises LLC, et al., CJ-2026-1363 (R)
City of Norman v. Carolyn B. Campbell, et al., CJ-2026-1369 (R)
City of Norman v. SJS Real Estate Holdings LLC, et al., CJ-2026-1366 (R)
City of Norman v. Douglas E. Burns, et al., CJ-2026-1367 (R)
City of Norman v. SP Holding Company, et al., CJ-2026-1364 (R)
City of Norman v. David E Burget and Shannon K Burget, et al., CJ-2026-1368 (R)

C. ***Lawsuits involving a City Claim/Interest in Property, Foreclosure Actions, and Applications to Vacate***

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)
Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)
US Bank National Association v. Porter, et al., CJ-2025-1978 (R)

D. ***Municipal Court Appeals***

None

E. ***Small Claims Court***

None

F. ***Board of Adjustment Appeals***

Ashford v. Board of Adjustment for the City, CV-2026-323 (M)

LABOR / ADMINISTRATIVE PROCEEDINGS

A. **Grievance & Arbitration Proceedings**
This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE-26-03 – (Health Insurance)
AFSCME Grievance FYE-26-04 – (Approved Leave)
AFSCME Grievance FYE-26-05 – (Caroline Whiteside - Discipline)
AFSCME Grievance FYE-27-01 – (Casey Kraeger, Ashtin Hanks, Robert Stewart, Davis Vogt, & Branden Orso – Discipline/Harassment)
AFSCME Grievance FYE-27-02 – (Robert Stewart – Harassment)
AFSCME Grievance FYE-27-03 – (Gary Loeffelholz – Harassment)

FOP Grievance FYE-26 – (Kaidee Monroe – Discipline)

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
IAFF Grievance FYE-24 – (Non-Emergency Call Back)
IAFF Grievance FYE-24 – (Failure to Staff Personnel)
IAFF Grievance FYE-25 – (Failure to Follow Progressive Discipline)
IAFF Grievance FYE-25 – (Paid Convention Leave)
IAFF Grievance FYE-26 – (Health Insurance)
IAFF Grievance FYE-26 – (Health Insurance – Cosmetic GLP-1)
IAFF Grievance FYE-27 – (Health Insurance Premiums)
IAFF Grievance FYE-27 – (Danny Busacco – Vehicle Collision)

B. **Equal Employment Opportunity Commission (EEOC)**

Kerr v. City of Norman – Charge No. 564-2026-01009
Stevens v. City of Norman – Charge No. 564-2026-02059

C. **Contested Unemployment Claims (OESC)**

Rena M. Frakes – Lack of Work
Briana Jones – Employer Response submitted to OESC on September 15, 2026, claiming Claimant does not qualify for benefits due to resignation.
Angela Doakes-Bailey - Discharged
Dawn James - Discharged

MUNICIPAL COURT PROSECUTIONS

The chart below represents cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through October 2026. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	ADULT CASES			JUVENILE CASES			COURT SESSIONS		
Month	FYE 25	FYE 26	FYE 27	FYE 25	FYE 26	FYE 27	FYE 25	FYE 26	FYE 27
JULY	359	514	451	25	10	17	11	11	10
AUG	493	585	460	6	18	22	13	13	13
SEPT	395	473	499	11	11	18	10	13	12
OCT	420	440	406	13	14	13	10	11	6
NOV	246	356		15	13		6	7	
DEC	314	378		13	13		8	8	
JAN	419	489		11	20		12	13	
FEB	318	450		0	4		6	13	
MAR	464	493		16	2		10	8	
APR	621	581		3	20		11	14	
MAY	546	523		10	16		12	12	
JUNE	463	578		15	15		10	13	
TOTALS / YTD	4,858	5,860	1,816	138	156	70	119	145	41

WORKERS' COMPENSATION COURT

A total of 17 cases were pending during the month of October 2026. During the month one new case was received and one Joint Petition Settlement was approved by the City Council. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 27 CASES	FYE 26 CASES	FYE 25 CASES	FYE24 CASES
Fire	Suppression	9	2	6	8	3
Parks/Rec	Facility Maintenance				1	
Parks/Rec.	Park Maintenance			1		
Police	Patrol	4		3		2
Police	Staff Services	1		1		
Public Works	Street Maintenance				1	
Public Works	Fleet	1			1	1
Public Works	Storm Water					2
Utilities	Water Reclamation	1		1		
Utilities	Sanitation	1		1		
TOTALS		17	2	13	11	8

List of Pending Cases

Bates, Christopher v. City of Norman, CM-2026-05651 W
(Fire, Suppression, Firefighter, Left Hand, Fingers Left Hand, Left Forearm)

Boxford, Steven Lee v. City of Norman, CM-2022-03698 N
(Police, Patrol, Master Police Officer, Left Shoulder, Neck, Left Hand, Left Arm, Left Hip, Right Knee + Other – Left Side of Face, Left Eye + Reinjury 11/26/25 Aggravation Left Arm + Psych Overlay)

Burright, Justin v. City of Norman, CM-2026-01674 M
(Fire, Suppression, Firefighter, Neck and Left Knee)

Edwards, Brian v. City of Norman, CM-2025-05523 H
(Fire, Suppression, Fire Captain, L Shoulder, Right Knee, Lower Back+Right Hip)

Gober, Allen v. City of Norman, CM-2025-06478 L
(Utilities, Sanitation, SWI, Right Knee)

Hackbarth, Justin William v. City of Norman, CM3-2026-02947J
(Police, Patrol, Sergeant, Head, Neck, Whole Back, Both Shoulders, Arms, Hands, Legs, Hips, Feet, Psychological Overlay, Body System, Multiple Parts, Whole Body, Other Disfigurement)

Helling, Blane v. City of Norman, CM-2026-03608 Y
(Fire, Suppression, Firefighter, Left Hip

Lewis, Brian K. v. City of Norman, CM-2022-02245 H
(Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)

Littleton, Charles v. City of Norman, CM-2025-06298 P
(Fire, Suppression, Fire Driver Engineer, Other – Cancer, Body As Whole

Massie, Nathan v. City of Norman, CM-2024-03408 H
(Public Works, Fleet, Service Technician, Neck + Lower Back, Ears+Bilateral Ears and Lumbar as Consequential Injuries, Middle Back + Both Shoulders, Both Arms + Consequential Psych Overlay; Bilateral Shoulders & Bilateral Arms as Consequential Injuries+Consequential Esophagus & Left Hand

McDanel, Grant v. City of Norman, CM3-2026-03095F
(Fire, Suppression, Firefighter, Left Shoulder)

Moring, Barry v. City of Norman, CM-25-00042 J
(Fire, Suppression, Fire Captain, Cancer, Body as a Whole

Newell, Richard v. City of Norman, CEC-2022-15014 H
(Request to Reopen – Change in Condition for the Worse)
(Police, Narcotics, Master Police Officer-Sergeant, Right Knee)

Simons, Michael v. City of Norman, CM-2024-04104 L

(Fire, Suppression, Firefighter, Right Knee)
Steele, Spencer v. City of Norman, CM-2025-06362 H
(Police, Patrol, Master Police Officer, Cervical Spine, Thoracic Spine, Lumbar Spine)
Sterling, James v. City of Norman, CM-2026-00346K
(Utilities, Water Reclamation Facility, Heavy Equipment Operator, Head, Whole Back, Right Shoulder, Right Eye, Right Arm, Right Hand)
Wansick, Brandon Kyle v. City of Norman, CM-2025-06855 A
(Police, Staff Services, Master Police Officer-Sergeant, Both Legs)
A Joint Petition Settlement in the above claim was approved by the City Council on October 13, 2026, and will no longer appear on the monthly report.

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through October 2026.

DEPARTMENT	FYE 27 Month	FYE 27 YTD	FYE 26 YTD	FYE 25 YTD	FYE 24 YTD
Animal Control		1		1	
Finance – IT				1	
Fire			3		2
Legal					
Other	2	2	4	4	5
Parks		3	2	9	2
Planning		1	2	2	
Police	2	6	11	3	9
Public Works – other			1	2	2
Public Works – Stormwater					
Public Works – Engineering				1	
Public Works – Streets	3	4	9	13	13
Utilities – other					2
Utilities – Water	1	4	10	5	5
Utilities – Sanitation		3	11	11	11
Utilities – Sewer		1	6	8	10
TOTAL CLAIMS	**8**	**25**	**59**	**60**	**61**

CURRENT CLAIM STATUS	FYE 27 TO DATE	FYE 26	FYE 25	FYE 24
Claims Filed	25	59	61	61
Claims Open and Under Consideration	5	0	0	0
Claims Not Accepted Under Statute/Other	1	1	2	1
Claims Paid Administratively	4	19	23	26
Claims Paid Through Council Approval	0	0	6	5
Claims Resulting in a Lawsuit for FY	0	5	4	1

CURRENT CLAIM STATUS	FYE 27 TO DATE	FYE 26	FYE 25	FYE 24
Claims Barred by Statute (No Further Action Allowed)	0	23	26	28
Claims in Denied Status (Still Subject to Lawsuit)	15	11	0	0

MUNICIPAL COURT 8

MUNICIPAL COURT
MONTHLY REPORT
OCTOBER - FY '27

CASES FILED

	FY 27 OCTOBER	FY 27 Y-T-D	FY 26 OCTOBER	FY 26 Y-T-D
Traffic	1,019	4,421	976	4,644
Non-Traffic	368	1,449	398	1,441
SUB TOTAL	1,387	5,870	1,374	6,085
Parking	1,610	4,494	751	2,845
GRAND TOTAL	2,997	10,364	2,125	8,930

CASES DISPOSED

	FY 27 OCTOBER	FY 27 Y-T-D	FY 26 OCTOBER	FY 26 Y-T-D
Traffic	1,037	4,427	973	5,160
Non-Traffic	295	1,265	314	1,088
SUB TOTAL	1,332	5,692	1,287	6,248
Parking	1,235	3,605	619	2,265
GRAND TOTAL	2,567	9,297	1,906	8,513

REVENUE

	FY 27 OCTOBER	FY 27 Y-T-D	FY 26 OCTOBER	FY 26 Y-T-D
Traffic	$ 115,104.96	$ 443,573.90	$ 121,981.33	$ 578,076.23
Non-Traffic	$ 30,573.85	$ 105,328.46	$ 29,595.93	$ 96,443.71
SUB TOTAL	$ 145,678.81	$ 548,902.36	$ 151,577.26	$ 674,519.94
Parking	$ 32,085.00	$ 113,031.00	$ 25,325.00	$ 85,055.00
GRAND TOTAL	$ 177,763.81	$ 661,933.36	$ 176,902.26	$ 759,574.94

MUNICIPAL COURT - MONTHLY REPORT
October 2026

JUVENILE COMMUNITY SERVICE PROGRAM

Due to a vacancy in program staff, juveniles located and worked community service projects on their own.

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 29 new cases and closed 36 cases during the month of October 2026. 14 Mediations were held.

PARKS AND RECREATION 9

October 2026 PARK MAINTENANCE DIVISION

SAFETY REPORT	FY27 MTD	FY27 YTD	FY26 MTD	FY26 YTD
On-The-Job Injuries	0	1	0	6
Vehicle Accidents	0	0	0	0
Employee responsible	0	0	0	0
ROUTINE ACTIVITIES	**Total Man Hours**		**Total Man Hours**	
Ballfield Maintenance	**50**	**129.00**	8	527.75
Big Mowing	**145**	**627.00**	142	1676.75
Bike Racks	**16**	**69.00**	27.25	161.75
Carpentry/Project Building	**32**	**142.00**	68	329.50
Chemical Spraying/Fertilization	**89**	**354.00**	23	1225.75
Christmas Setup/Repair/Removal	**82.5**	**124.50**	102	1749.00
Concrete/Masonry	**0**	**216.00**	0	436.75
Dirt/Sand/Mulch/Gravel Work	**119**	**883.50**	48	964.25
Equipment Maintenance/Service	**176**	**447.25**	74.5	1267.00
Equipment Repair	**120.5**	**496.25**	130	1426.00
Equipment Transport	**4**	**19.00**	11	85.75
Events	**272.25**	**769.50**	223.75	1806.75
Fence Repairs	**0**	**85.75**	13	223.25
Homeless Camp Cleanup	**23.75**	**23.75**	22	284.25
Landscape Maintenance	**166**	**456.50**	275.25	1756.75
Material Hauling	**56**	**101.00**	46	522.75
Office Work/Planning/Supervision	**336.5**	**1333.50**	334	3470.00
Painting	**0**	**0.00**	0	136.00
Park Tree Work	**551.75**	**2079.50**	222.5	3305.50
Playground Inspection	**76.5**	**248.25**	89.75	591.75
Playground Maintenance	**612**	**897.00**	556	1961.00
Powerwashing	**28**	**162.50**	50	297.50
Purchasing Parts/Supplies	**173.5**	**517.00**	192.5	2201.25
Recycling	**13**	**30.00**	24	114.25
Restroom Maintenance	**8**	**8.50**	4	101.00
Seasonal City Cleanups	**16**	**88.00**	27	583.00
Seeding/Sodding	**212**	**259.75**	197.25	575.50

Sign Maintenance/Flags	**64**	**161.75**	23	418.00
Snow/Ice Removal/Ice Melt	**9**	**69.00**	1.5	346.00
Sprinkler Maintenance	**0**	**0.00**	0	1441.50
Street Tree Work/Storm Damage	**246.25**	**952.75**	282.25	1669.75
Stump Grinding	**64**	**1247.00**	267.75	798.25
Trail Maintenance	**0**	**107.25**	32	342.75
Training (Safety/CEU's)	**84**	**177.75**	54.5	417.25
Trash Maintenance	**52**	**528.75**	79	1597.25
Trim Mowing	**364.25**	**1581.50**	447.25	5778.25
Vandalism Repair	**340.5**	**2388.50**	579	3165.00
Vector Control	**12**	**39.75**	11	202.50
Watering	**0**	**114.00**	8	128.50
Welding	**8**	**158.00**	22	147.00
Shopping Carts (by cart, not hours)	**9**	**32**	12	196.00

OCTOBER 2026
RECREATION DIVISION
MONTHLY REPORT

Little Axe Community Center: Throughout the month, we welcomed 268 students to our afterschool program. Because of the surprisingly warm temperatures, many of our afterschool activities were held indoors. This month, our food pantry served 110 community members from Little Axe, and we are incredibly grateful for the generous donations from the community members and our local Harps grocery store. We partnered with Pioneer Library to bring free arts and activities classes, along with story time, to our community, and 249 books were brought to the center for use. This school year, our partnership with Little Axe High School students has involved working with students at the Center to build job skills and gain hands-on work experience. The center also hosted a free ice cream social and bingo for our community members.

12th Avenue Recreation Center: This month, the After School Program had 36 students each day. The Master Gardeners of Norman visited the center multiple times, helping the campers with their center gardening and planting. During fall break, the walls were repainted in 12th Avenue's classroom. On October 23rd, a Parent-Teacher Conference Camp was held at the Center with 25 people in attendance, and that same night, October's Nerf Night was held with 51 guests in attendance. On October 29th and 30th, the Center had our yearly haunted house for the After School Program.

Irving Recreation Center: This month at Irving, we had 224 visits, averaging 12 students per visit. We celebrated Halloween with our children, dressing up in costumes, handing out candy, and watching the Charlie brown Halloween special. We also had fall break camp this month.

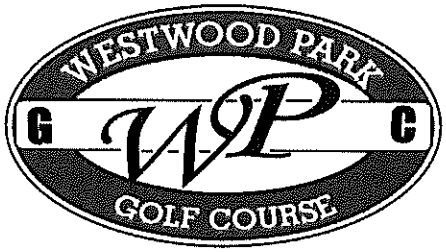
Whittier Recreation Center: The Center continued its after-school program, with 7 students enrolled. Temilade Adesuyi has been doing a tremendous job as the group's lead while we continue to search for staff to assist throughout the school year.

FACILITY ATTENDANCE:	**Month**	**Year to Date**
Little Axe Community Center	680	2,107
12th Avenue Recreation Center	1,154	5,195
Irving Recreation Center	224	995
Whittier Recreation Center	109	748
Reaves Center	300	1,200
Tennis Center	3,251	12,945

YOUNG FAMILY ATHLETIC CENTER
OCTOBER 2026

	FYE 2027 MTD	FYE 2027 YTD
YFAC Memberships	$42,785.00	$101,253.10
YFAC Day Passes	$2,696.00	$10,911.00
YFAC Gym Passes	$0.00	$0.00
YFAC Aqua Class/Camp	$150.00	$1,700.00
YFAC GYM Class/Camp	$0.00	$15,475.00
YFAC Misc Class/Camp	$0.00	$135.00
YFAC POOL Rental	$9,611.73	$30,300.03
YFAC GYM Rental	$6,833.40	$83,809.80
YFAC MISC Rental	$1,462.00	$2,952.00
YFAC POOL Tournament	$0.00	$0.00
YFAC GYM Tournament	$0.00	$10,490.00
YFAC Leases	$0.00	$0.00
YFAC Other Revenue/Advertising	$0.00	$13,527.45
YFAC Leagues	$87,415.00	$89,920.00
YFAC Special Events	$0.00	$0.00
YFAC Concession	$7,919.36	$65,776.01
Other Revenue/Investment	$242.05	$1,175.39
TOTAL INCOME	**$159,114.54**	**$427,424.78**
YFAC GYM Expenditures	$11,360.47	$64,354.09
YFAC POOL Expenditures	$18,571.22	$77,363.64
EXPENDITURES	**$29,931.69**	**$141,717.73**
Income vs. Expenditures	$129,182.85	$285,707.05

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9B



OCTOBER 2026

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCT FYE 27	OCT FYE 26
Regular Green Fees	1008	864
Senior Green Fees	472	445
Junior Fees	95	195
School Fees (high school golf team players)	51	33
Youth on Course Fee	59	0
Annual Fees (Regular, Senior & Junior Members)	421	628
Employee Comp Rounds	102	163
Golf Passport Rounds	92	0
9-Hole Green Fee	279	298
2:00 Fees	236	448
Dusk Fees or 5:00 Fees	73	42
PGA Comp Rounds	3	0
*Rainchecks (not counted in total round count)	15	16
Misc Promo (bday, plyrs cards, OU student & military)	22	45
Green Fee Adjustments (fee difference on rainchecks)	96	2
Total Rounds (*not included in total round count)	**3009**	**3163**
% change from FY '26	-4.87%	
Range Tokens	**3070**	**3613**
% change from FY '26	-15.03%	
Golf Carts		
18 - Hole Golf Carts	146	134
1/2 18 - Hole Golf Carts	1370	1368
9 - Hole Golf Carts	44	53
½ 9 - Hole Golf Carts	293	291
Total Carts	**1853**	**1846**
% change from FY '26	0.38%	
TOTAL REVENUE	**$167,737.59**	**$ 158,794.94**
% change from FY '26	5.63%	

OCTOBER 2026
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT				
	FY 2027	FY 2027	FY 2026	FY 2026
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
FINANCIAL INFORMATION				
	FY 2027	FY 2027	FY 2026	FY 2065
	MTD	YTD	MTD	YTD
Green Fees	$57,687.26	$243,328.11	$55,475.92	$248,958.56
Driving Range	$15,366.00	$62,820.00	$18,043.00	$85,127.00
Cart Rental	$32,540.41	$138,468.89	$30,728.43	$137,573.34
Golf Classes	$90.00	$90.00	$0.00	$96.00
Golf Shop Rentals	$337.80	$1,413.71	$450.28	$2,160.05
USGA Handicap Fees	$0.00	$0.00	$0.00	$0.00
Golf Cart Capital	$2,339.32	$9,877.45	$2,172.30	$9,787.36
Golf Merchandise	$22,294.70	$92,311.89	$18,232.68	$105,148.02
Restaurant	$17,382.66	$89,024.59	$20,778.56	$103,778.05
Golf Membership	$19,173.35	$90,093.40	$12,656.70	$75,843.09
Interest Earnings	$526.09	$1,826.80	$257.07	$2,418.02
TOTAL INCOME	**$167,737.59**	**$729,254.84**	**$158,794.94**	**$770,889.49**
Expenditures	$129,053.07	$146,251.87	$121,697.13	$606,213.96
Income vs Expenditures	$38,684.52	$583,002.97	$37,097.81	$164,675.53
Rounds of Golf	3,009	13,571	3,163	14,386

Soils temperatures are going down and that means recovery. The bermuda grass is slowing down and the bentgrass is thriving.The irrigation system is operating optimally. The robots for fairways and driving have been working well. We continue to work on tree debris cleanup, removing stumps, pulling down hanger limbs and removing damaged trees from the July 4th storms.

OCTOBER 2026
WESTWOOD FAMILY AQUATIC CENTER

FINANCIAL INFORMATION	FY 2027 MTD	FY 2027 YTD	FY 2026 MTD	FY 2026 YTD
Swim Pool Passes	$0.00	$14,015.00	$0.00	$3,330.00
Swim Pool Gate Admission	$0.00	$241,477.00	$0.00	$220,604.00
Swim Lesson Fees	$0.00	$11,952.50	$0.00	$7,080.00
Swim Pool Rental	$0.00	$50,737.50	$1,000.00	$48,860.68
Swim Pool Classes	$0.00	$620.00	$0.00	$360.00
Swim Pool Merchandise Sales	$0.00	$746.27	$0.00	$914.97
Swim Pool Concessions	$0.00	$105,026.07	$3,259.48	$112,449.00
TOTAL INCOME	**$0.00**	**$424,574.34**	**$4,259.48**	**$520,195.36**
Expenditures	$50,998.62	$652,863.76	$35,945.28	$551,881.16
Income vs Expenditures	-$50,998.62	-$228,289.42	-$31,685.80	-$31,685.80

ATTENDANCE INFORMATION	FY 2027 MTD	FY 2027 YTD	FY 2026 MTD	FY 2026 YTD
Pool Attendance	0	56,889	1224	50,829
Adult Lap Swim Morning/Night	0	116	9	87
Water Walkers	0	1,647	154	1,317
Toddler Time	0	1,116	0	1,026
Water Fitness	0	84	20	136
Swim Team	0	139	0	156
Scuba Rentals	0	0	0	0
Scuba Participants	0	52	10	54
Swim Lesson	0	244	0	346
Private Swim Lessons	0	16	0	19
Special Events	0	2,250	175	1,926
Party/Rentals	0	59	0	74
TOTAL FY 2027 ATTENDANCE	-	**62,612**	**1592**	**55,970**

ATTENDANCE INFORMATION MAY 2026 TO SEPTEMBER 2026	
Pool Attendance	99,660
Adult Lap Swim Morning/Nigh	157
Water Walkers	2,096
Toddler Time	1,606
Water Fitness	111
Swim Team	398
Scuba Rentals	0
Scuba Participants	80
Swim Lesson	886
Private Swim Lessons	47
Special Events	3,591
Party/Rentals	100
TOTAL ATTENDANCE	**108,732**

FACILITY MAINTENANCE 9C

Adding in report for September 2026.

Cost by Building with Maint Type

Building	Maint Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
A - COURTS - 321 N WEBSTER	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	HVAC	42.19	42.19	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	163.49	163.49	0.00	0.00	0.00	0.00	0.00
ADULT WELLNESS AND AGING SERVICES - 329	PLUMBING	308.87	202.17	106.70	0.00	0.00	0.00	0.00
	Totals:	308.87	202.17	106.70	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
ANDREWS PARK - 200 W	ELECTRICAL	63.40	60.65	2.75	0.00	0.00	0.00	0.00
	Totals:	63.40	60.65	2.75	0.00	0.00	0.00	0.00
ANIMAL WELFARE - 3428	HVAC	49.22	49.22	0.00	0.00	0.00	0.00	0.00
	Totals:	49.22	49.22	0.00	0.00	0.00	0.00	0.00
B - POLICE DEPT -112 W DAWS	ELECTRICAL	722.64	722.64	0.00	0.00	0.00	0.00	0.00
	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	HVAC	341.01	341.01	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	1,225.38	1,225.38	0.00	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	GENERAL	262.82	262.82	0.00	0.00	0.00	0.00	0.00
	HVAC	63.28	63.28	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	447.40	447.40	0.00	0.00	0.00	0.00	0.00
CITY HALL	ELECTRICAL	359.54	359.54	0.00	0.00	0.00	0.00	0.00
	GENERAL	331.09	303.25	27.84	0.00	0.00	0.00	0.00
	HVAC	77.34	77.34	0.00	0.00	0.00	0.00	0.00
	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	Totals:	929.70	901.86	27.84	0.00	0.00	0.00	0.00

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D -	ELECTRICAL	220.20	220.20	0.00	0.00	0.00	0.00	0.00
DEVELOPMENT	GENERAL	365.10	344.12	20.98	0.00	0.00	0.00	0.00
CENTER - 225 N	HVAC	77.34	77.34	0.00	0.00	0.00	0.00	0.00
WEBSTER	PLUMBING	60.65	60.65	0.00	0.00	0.00	0.00	0.00
	Totals:	723.30	702.32	20.98	0.00	0.00	0.00	0.00
EMERGENCY	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
COMMUNCATI	HVAC	154.68	154.68	0.00	0.00	0.00	0.00	0.00
ONS AND	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
OPERSTIONS	**Totals:**	275.98	275.98	0.00	0.00	0.00	0.00	0.00
FACILITY	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
MAINTENANCE -	**Totals:**	121.30	121.30	0.00	0.00	0.00	0.00	0.00
FIRE	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
ADMINISTRATO	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
N - 415 E MAIN	HVAC	7.03	7.03	0.00	0.00	0.00	0.00	0.00
	Totals:	128.33	128.33	0.00	0.00	0.00	0.00	0.00
FIRE STATION 2 -	GENERAL	363.90	363.90	0.00	0.00	0.00	0.00	0.00
2211 W BOYD	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	404.33	404.33	0.00	0.00	0.00	0.00	0.00
FIRE STATION 3 -	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
500 E	**Totals:**	28.12	28.12	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 -	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
4145 W	PLUMBING	251.30	121.30	130.00	0.00	0.00	0.00	0.00
ROBINSON	**Totals:**	332.17	202.17	130.00	0.00	0.00	0.00	0.00
FIRE STATION 5 -	HVAC	122.18	122.18	0.00	0.00	0.00	0.00	0.00
1000 NE 168TH	**Totals:**	122.18	122.18	0.00	0.00	0.00	0.00	0.00
FIRE STATION 6 -	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
7405 E	**Totals:**	202.17	202.17	0.00	0.00	0.00	0.00	0.00
FIRE STATION 7 -	HVAC	152.73	152.73	0.00	0.00	0.00	0.00	0.00
2207 GODDARD	PLUMBING	283.03	283.03	0.00	0.00	0.00	0.00	0.00
AVE	**Totals:**	435.76	435.76	0.00	0.00	0.00	0.00	0.00
FIRE STATION 8 -	GENERAL	753.76	308.53	445.23	0.00	0.00	0.00	0.00
3901 36TH AVE	HVAC	21.09	21.09	0.00	0.00	0.00	0.00	0.00

NW	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	896.16	450.93	445.23	0.00	0.00	0.00	0.00
FIRE STATION 9 -	HVAC	56.25	56.25	0.00	0.00	0.00	0.00	0.00
3001 E	PLUMBING	292.42	242.60	49.82	0.00	0.00	0.00	0.00
ALAMEDA	**Totals:**	348.67	298.85	49.82	0.00	0.00	0.00	0.00
FIREHOUSE ART	HVAC	56.25	56.25	0.00	0.00	0.00	0.00	0.00
CENTER - 444 S	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FLOOD	**Totals:**	96.68	96.68	0.00	0.00	0.00	0.00	0.00
FLEET	ELECTRICAL	399.72	154.27	245.45	0.00	0.00	0.00	0.00
MAINTENANCE -	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
1301 DAVINCI	**Totals:**	561.45	316.00	245.45	0.00	0.00	0.00	0.00
GRIFFIN PARK -	ELECTRICAL	20.22	20.22	0.00	0.00	0.00	0.00	0.00
1001 E	HVAC	42.19	42.19	0.00	0.00	0.00	0.00	0.00
ROBINSON	**Totals:**	62.40	62.40	0.00	0.00	0.00	0.00	0.00
JIM BLUE CREEK	GENERAL	84.37	84.37	0.00	0.00	0.00	0.00	0.00
RADIO TOWER -	**Totals:**	84.37	84.37	0.00	0.00	0.00	0.00	0.00
LEGACY TRAIL	ELECTRICAL	131.87	131.87	0.00	0.00	0.00	0.00	0.00
	Totals:	131.87	131.87	0.00	0.00	0.00	0.00	0.00
LINDSEY YARD -	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
STORMWATER -	**Totals:**	40.43	40.43	0.00	0.00	0.00	0.00	0.00
LINE	HVAC	98.43	98.43	0.00	0.00	0.00	0.00	0.00
MAINTENANCE	PLUMBING	398.69	323.47	75.22	0.00	0.00	0.00	0.00
	Totals:	497.12	421.90	75.22	0.00	0.00	0.00	0.00
LIONS PARK -	ELECTRICAL	614.09	313.19	300.90	0.00	0.00	0.00	0.00
450 S FLOOD	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	654.52	353.62	300.90	0.00	0.00	0.00	0.00
LITTLE AXE REC	ELECTRICAL	101.08	101.08	0.00	0.00	0.00	0.00	0.00
CENTER - 1000	HVAC	56.25	56.25	0.00	0.00	0.00	0.00	0.00
NE 168TH AVE	**Totals:**	157.33	157.33	0.00	0.00	0.00	0.00	0.00
MOORE-	HVAC	21.09	21.09	0.00	0.00	0.00	0.00	0.00
LINDSAY	**Totals:**	21.09	21.09	0.00	0.00	0.00	0.00	0.00
NEIGHBORHOO	GENERAL	363.90	363.90	0.00	0.00	0.00	0.00	0.00

D PARKS	PLUMBING	242.60	242.60	0.00	0.00	0.00	0.00	0.00
	Totals:	606.50	606.50	0.00	0.00	0.00	0.00	0.00
NORMAN	ELECTRICAL	20.22	20.22	0.00	0.00	0.00	0.00	0.00
INVESTIGATION	GENERAL	141.52	141.52	0.00	0.00	0.00	0.00	0.00
S CENTER -	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
1507 W	**Totals:**	363.90	363.90	0.00	0.00	0.00	0.00	0.00
NORMAN	HVAC	42.19	42.19	0.00	0.00	0.00	0.00	0.00
PUBLIC LIBRARY	**Totals:**	42.19	42.19	0.00	0.00	0.00	0.00	0.00
NORMAN	HVAC	14.06	14.06	0.00	0.00	0.00	0.00	0.00
PUBLIC LIBRARY	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
- EAST - 3051	**Totals:**	115.15	115.15	0.00	0.00	0.00	0.00	0.00
NORTH EAST	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
RADIO TOWER -	**Totals:**	28.12	28.12	0.00	0.00	0.00	0.00	0.00
PARKS	HVAC	35.15	35.15	0.00	0.00	0.00	0.00	0.00
MAINTENANCE -	**Totals:**	35.15	35.15	0.00	0.00	0.00	0.00	0.00
POLICE	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
SHOOTING	**Totals:**	28.12	28.12	0.00	0.00	0.00	0.00	0.00
REAVES	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
GARDEN	**Totals:**	40.43	40.43	0.00	0.00	0.00	0.00	0.00
REAVES PARK -	ELECTRICAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
515 E	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
CONSTITUTION	**Totals:**	134.05	134.05	0.00	0.00	0.00	0.00	0.00
ROTARY PARK -	ELECTRICAL	20.22	20.22	0.00	0.00	0.00	0.00	0.00
1501 W BOYD	HVAC	70.31	70.31	0.00	0.00	0.00	0.00	0.00
	Totals:	90.53	90.53	0.00	0.00	0.00	0.00	0.00
SANITATION	ELECTRICAL	212.05	121.30	90.75	0.00	0.00	0.00	0.00
	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	292.92	202.17	90.75	0.00	0.00	0.00	0.00
SANTA FE	ELECTRICAL	106.12	80.87	25.25	0.00	0.00	0.00	0.00
RAILROAD	GENERAL	371.73	161.73	210.00	0.00	0.00	0.00	0.00
DEPOT	**Totals:**	477.85	242.60	235.25	0.00	0.00	0.00	0.00
SHOP TIME	GENERAL	1,710.73	1,710.73	0.00	0.00	0.00	0.00	0.00

	Totals:	1,710.73	1,710.73	0.00	0.00	0.00	0.00	0.00
SOONER	HVAC	21.09	21.09	0.00	0.00	0.00	0.00	0.00
THEATRE - 101	PLUMBING	60.65	60.65	0.00	0.00	0.00	0.00	0.00
E MAIN	**Totals:**	81.74	81.74	0.00	0.00	0.00	0.00	0.00
TRAFFIC	ELECTRICAL	141.52	141.52	0.00	0.00	0.00	0.00	0.00
CONTROL -	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
1311 DA VINCI	**Totals:**	222.38	222.38	0.00	0.00	0.00	0.00	0.00
TRANSFER	ELECTRICAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
STATION - 3901	HVAC	154.68	154.68	0.00	0.00	0.00	0.00	0.00
CHAUTAUQUA	PLUMBING	77.49	40.43	37.06	0.00	0.00	0.00	0.00
	Totals:	265.14	228.08	37.06	0.00	0.00	0.00	0.00
TRANSIT	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
CENTER - 320 E	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
COMANCHE	**Totals:**	108.99	108.99	0.00	0.00	0.00	0.00	0.00
TRANSIT/PUBLI	ELECTRICAL	65.93	65.93	0.00	0.00	0.00	0.00	0.00
C SAFETY - 1310	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
DA VINCI	**Totals:**	106.37	106.37	0.00	0.00	0.00	0.00	0.00
TRASH	ELECTRICAL	100.43	40.43	60.00	0.00	0.00	0.00	0.00
COMPACTORS -	**Totals:**	100.43	40.43	60.00	0.00	0.00	0.00	0.00
WARMING	HVAC	112.50	112.50	0.00	0.00	0.00	0.00	0.00
SHELTER - 109	PLUMBING	354.07	262.82	91.25	0.00	0.00	0.00	0.00
W GRAY	**Totals:**	466.56	375.31	91.25	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	50.54	50.54	0.00	0.00	0.00	0.00	0.00
RECLAMATION -	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
WASTEWATER -	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
3500 S JENKINS	**Totals:**	159.53	159.53	0.00	0.00	0.00	0.00	0.00
WATER TOWERS	ELECTRICAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
	Totals:	32.97	32.97	0.00	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	425.48	374.47	51.01	0.00	0.00	0.00	0.00
GOLF COURSE -	GENERAL	161.73	161.73	0.00	0.00	0.00	0.00	0.00
2400	HVAC	224.99	224.99	0.00	0.00	0.00	0.00	0.00
WESTPORT DR	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00

	Totals:	1,014.37	963.36	51.01	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	247.88	148.35	99.53	0.00	0.00	0.00	0.00
POOL - 1017	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
FAIRWAY DR	**Totals:**	450.05	350.52	99.53	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	70.31	70.31	0.00	0.00	0.00	0.00	0.00
TENNIS CENTER	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
- 2420	**Totals:**	151.18	151.18	0.00	0.00	0.00	0.00	0.00
YOUNG	ELECTRICAL	770.17	725.28	44.89	0.00	0.00	0.00	0.00
FAMILTY	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
ATHLETIC	HVAC	217.96	217.96	0.00	0.00	0.00	0.00	0.00
CENTER - 2201	PLUMBING	343.68	343.68	0.00	0.00	0.00	0.00	0.00
TRAE YOUNG	**Totals:**	1,453.11	1,408.22	44.89	0.00	0.00	0.00	0.00

FACILITY MAINTENANCE 9C

Cost by Building with Maint Type

Building	Maint Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
12TH AVE REC CENTER - 1701 12TH AVE NE		1,469.38	0.00	0.00	0.00	1,469.38	0.00	0.00
	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	PLUMBING	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	Totals:	1,833.28	363.90	0.00	0.00	1,469.38	0.00	0.00
A - COURTS - 321 N WEBSTER	ELECTRICAL	16.48	16.48	0.00	0.00	0.00	0.00	0.00
	GENERAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	Totals:	299.52	299.52	0.00	0.00	0.00	0.00	0.00
ADULT WELLNESS AND EDUCATION	ELECTRICAL	141.52	141.52	0.00	0.00	0.00	0.00	0.00
	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	303.25	303.25	0.00	0.00	0.00	0.00	0.00
AGING SERVICES - 329 S PETERS	HVAC	112.50	112.50	0.00	0.00	0.00	0.00	0.00
	PLUMBING	216.05	202.17	13.88	0.00	0.00	0.00	0.00
	Totals:	328.54	314.66	13.88	0.00	0.00	0.00	0.00
ANDREWS PARK - 200 W	PLUMBING	20.22	20.22	0.00	0.00	0.00	0.00	0.00
	Totals:	20.22	20.22	0.00	0.00	0.00	0.00	0.00
ANIMAL WELFARE -	HVAC	232.02	232.02	0.00	0.00	0.00	0.00	0.00
	Totals:	232.02	232.02	0.00	0.00	0.00	0.00	0.00
ANIMAL WELFARE RADIO TOWER -	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
	Totals:	68.56	68.56	0.00	0.00	0.00	0.00	0.00
B - POLICE DEPT -112 W DAWS	ELECTRICAL	144.17	131.87	12.30	0.00	0.00	0.00	0.00
	GENERAL	175.60	153.40	22.20	0.00	0.00	0.00	0.00
	HVAC	105.46	105.46	0.00	0.00	0.00	0.00	0.00
	PLUMBING	347.35	242.60	104.75	0.00	0.00	0.00	0.00
	Totals:	772.58	633.33	139.25	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	ELECTRICAL	214.29	214.29	0.00	0.00	0.00	0.00	0.00
	GENERAL	64,524.24	64,524.24	0.00	0.00	0.00	0.00	0.00
	HVAC	56.25	56.25	0.00	0.00	0.00	0.00	0.00
	Totals:	64,794.77	64,794.77	0.00	0.00	0.00	0.00	0.00
CITY HALL	ELECTRICAL	445.75	158.00	287.75	0.00	0.00	0.00	0.00
	GENERAL	287.12	229.19	57.93	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	773.30	427.62	345.68	0.00	0.00	0.00	0.00
D - DEVELOPMENT CENTER - 225 N WEBSTER	ELECTRICAL	993.98	868.98	125.00	0.00	0.00	0.00	0.00
	GENERAL	1,094.77	1,094.77	0.00	0.00	0.00	0.00	0.00
	HVAC	344.52	344.52	0.00	0.00	0.00	0.00	0.00
	Totals:	2,433.26	2,308.26	125.00	0.00	0.00	0.00	0.00
EMERGENCY COMMUNCATIONS AND OPERSTIONS	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	HVAC	56.25	56.25	0.00	0.00	0.00	0.00	0.00
	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	258.41	258.41	0.00	0.00	0.00	0.00	0.00
ENVIRONMENTAL SERVICES -	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FACILITY MAINTENANCE	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FIRE ADMINISTRAT	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FIRE STATION 1 - 411 E MAIN	ELECTRICAL	990.62	990.62	0.00	0.00	0.00	0.00	0.00
	Totals:	990.62	990.62	0.00	0.00	0.00	0.00	0.00
FIRE STATION 2 - 2211 W BOYD	ELECTRICAL	98.90	98.90	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	220.20	220.20	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 - 4145 W	HVAC	42.19	42.19	0.00	0.00	0.00	0.00	0.00
	Totals:	42.19	42.19	0.00	0.00	0.00	0.00	0.00
FIRE STATION 6 - 7405 E ALAMEDA	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	Totals:	189.86	189.86	0.00	0.00	0.00	0.00	0.00
FIRE STATION 7	ELECTRICAL	250.43	40.43	210.00	0.00	0.00	0.00	0.00

- 2207 GODDARD AVE	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
	Totals:	391.95	181.95	210.00	0.00	0.00	0.00	0.00
FIRE STATION 8 - 3901 36TH	PLUMBING	404.33	404.33	0.00	0.00	0.00	0.00	0.00
	Totals:	404.33	404.33	0.00	0.00	0.00	0.00	0.00
FIRE STATION 9 - 3001 E	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	121.30	121.30	0.00	0.00	0.00	0.00	0.00
FIREHOUSE ART CENTER -	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
	Totals:	101.08	101.08	0.00	0.00	0.00	0.00	0.00
FLEET MAINTENANCE - 1301 DAVINCI	ELECTRICAL	874.62	575.37	299.25	0.00	0.00	0.00	0.00
	GENERAL	20.22	20.22	0.00	0.00	0.00	0.00	0.00
	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	975.71	676.46	299.25	0.00	0.00	0.00	0.00
JIM BLUE CREEK RADIO	HVAC	28.12	28.12	0.00	0.00	0.00	0.00	0.00
	Totals:	28.12	28.12	0.00	0.00	0.00	0.00	0.00
LEGACY PARK - 1898 LEGACY PARK DR	ELECTRICAL	148.35	148.35	0.00	0.00	0.00	0.00	0.00
	HVAC	70.31	70.31	0.00	0.00	0.00	0.00	0.00
	Totals:	218.66	218.66	0.00	0.00	0.00	0.00	0.00
LINE MAINTENANCE	ELECTRICAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
	GENERAL	64,464.90	64,464.90	0.00	0.00	0.00	0.00	0.00
	HVAC	21.09	21.09	0.00	0.00	0.00	0.00	0.00
	PLUMBING	276.48	161.73	114.75	0.00	0.00	0.00	0.00
	Totals:	64,795.45	64,680.70	114.75	0.00	0.00	0.00	0.00
LIONS PARK - 450 S FLOOD	GENERAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
	HVAC	126.56	126.56	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	199.96	199.96	0.00	0.00	0.00	0.00	0.00
LITTLE AXE REC CENTER - 1000 NE 168TH AVE	GENERAL	242.60	242.60	0.00	0.00	0.00	0.00	0.00
	HVAC	281.24	281.24	0.00	0.00	0.00	0.00	0.00
	PLUMBING	181.95	181.95	0.00	0.00	0.00	0.00	0.00
	Totals:	705.79	705.79	0.00	0.00	0.00	0.00	0.00
NE LIONS PARK - 1800 NORTHCLIFF	ELECTRICAL	16.48	16.48	0.00	0.00	0.00	0.00	0.00
	GENERAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
	HVAC	63.28	63.28	0.00	0.00	0.00	0.00	0.00
	Totals:	112.73	112.73	0.00	0.00	0.00	0.00	0.00
NEIGHBORHOOD PARKS	GENERAL	3,627.43	646.93	2,980.50	0.00	0.00	0.00	0.00
	PLUMBING	302.05	80.87	221.18	0.00	0.00	0.00	0.00
	Totals:	3,929.48	727.80	3,201.68	0.00	0.00	0.00	0.00
NORMAN INVESTIGATIONS CENTER -	GENERAL	75.59	75.59	0.00	0.00	0.00	0.00	0.00
	HVAC	35.15	35.15	0.00	0.00	0.00	0.00	0.00
	Totals:	110.74	110.74	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC	GENERAL	101.08	101.08	0.00	0.00	0.00	0.00	0.00
	Totals:	101.08	101.08	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	Totals:	161.73	161.73	0.00	0.00	0.00	0.00	0.00
NORTH EAST RADIO TOWER -	GENERAL	32.97	32.97	0.00	0.00	0.00	0.00	0.00
	Totals:	32.97	32.97	0.00	0.00	0.00	0.00	0.00
NRH-HEALTHPLEX	ELECTRICAL	346.23	161.73	184.50	0.00	0.00	0.00	0.00
	Totals:	346.23	161.73	184.50	0.00	0.00	0.00	0.00
REAVES GARDEN CENTER - 405 E	ELECTRICAL	88.27	40.43	47.84	0.00	0.00	0.00	0.00
	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
	Totals:	189.36	141.52	47.84	0.00	0.00	0.00	0.00
REAVES PARK - 515 E	HVAC	168.74	168.74	0.00	0.00	0.00	0.00	0.00
	Totals:	168.74	168.74	0.00	0.00	0.00	0.00	0.00
ROTARY PARK - 1501 W BOYD	HVAC	49.22	49.22	0.00	0.00	0.00	0.00	0.00
	Totals:	49.22	49.22	0.00	0.00	0.00	0.00	0.00
RUBY GRANT PARK - 3110 W	HVAC	70.31	70.31	0.00	0.00	0.00	0.00	0.00
	Totals:	70.31	70.31	0.00	0.00	0.00	0.00	0.00
SANITATION	GENERAL	139.54	139.54	0.00	0.00	0.00	0.00	0.00
	HVAC	63.28	63.28	0.00	0.00	0.00	0.00	0.00
	Totals:	202.82	202.82	0.00	0.00	0.00	0.00	0.00
SANTA FE RAILROAD DEPOT	ELECTRICAL	190.75	131.87	58.88	0.00	0.00	0.00	0.00
	GENERAL	82.95	80.87	2.08	0.00	0.00	0.00	0.00
	Totals:	273.70	212.74	60.96	0.00	0.00	0.00	0.00
SHOP TIME	GENERAL	948.00	948.00	0.00	0.00	0.00	0.00	0.00

	HVAC	499.20	499.20	0.00	0.00	0.00	0.00	0.00
	Totals:	1,447.20	1,447.20	0.00	0.00	0.00	0.00	0.00
SOONER THEATRE - 101 E MAIN	ELECTRICAL	223.57	131.87	91.70	0.00	0.00	0.00	0.00
	HVAC	161.71	161.71	0.00	0.00	0.00	0.00	0.00
	Totals:	385.28	293.58	91.70	0.00	0.00	0.00	0.00
TRANSFER STATION - 3901 CHAUTAUQUA		433.50	0.00	0.00	0.00	433.50	0.00	0.00
	ELECTRICAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	PLUMBING	363.90	363.90	0.00	0.00	0.00	0.00	0.00
	Totals:	918.70	485.20	0.00	0.00	433.50	0.00	0.00
TRANSIT CENTER - 320 E	PLUMBING	101.08	101.08	0.00	0.00	0.00	0.00	0.00
	Totals:	101.08	101.08	0.00	0.00	0.00	0.00	0.00
WARMING SHELTER - 109 W GRAY	ELECTRICAL	172.26	98.90	73.36	0.00	0.00	0.00	0.00
	GENERAL	89.65	89.65	0.00	0.00	0.00	0.00	0.00
	HVAC	35.15	35.15	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	418.37	345.01	73.36	0.00	0.00	0.00	0.00
WATER RECLAMATION - WASTEWATER - 3500 S JENKINS	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	HVAC	91.40	91.40	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	212.70	212.70	0.00	0.00	0.00	0.00	0.00
WATER TOWERS	ELECTRICAL	49.45	49.45	0.00	0.00	0.00	0.00	0.00
	Totals:	49.45	49.45	0.00	0.00	0.00	0.00	0.00
WATER TREATMENT PLANT - 3000 E	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	HVAC	84.37	84.37	0.00	0.00	0.00	0.00	0.00
	Totals:	165.24	165.24	0.00	0.00	0.00	0.00	0.00
WESTWOOD POOL - 1017 FAIRWAY DR	GENERAL	73.40	73.40	0.00	0.00	0.00	0.00	0.00
	HVAC	77.34	77.34	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	272.04	272.04	0.00	0.00	0.00	0.00	0.00
WESTWOOD TENNIS	HVAC	42.19	42.19	0.00	0.00	0.00	0.00	0.00
	Totals:	42.19	42.19	0.00	0.00	0.00	0.00	0.00
YOUNG FAMILTY ATHLETIC CENTER - 2201 TRAE YOUNG	ELECTRICAL	227.67	227.67	0.00	0.00	0.00	0.00	0.00
	GENERAL	354.01	354.01	0.00	0.00	0.00	0.00	0.00
	HVAC	84.37	84.37	0.00	0.00	0.00	0.00	0.00
	PLUMBING	343.68	343.68	0.00	0.00	0.00	0.00	0.00
	Totals:	1,009.74	1,009.74	0.00	0.00	0.00	0.00	0.00

ACCESSIBILITY & CULTURE 9D

ACCESSIBILITY & CULTURE
OCTOBER 2026

Accessibility:

Complaints	Resolutions

Culture:

Employee Resource Groups (ERGs): LGBTQ+ Alliance's next meeting is to be determined. The Alliance of Black Employees (ABE) next meeting is to be determined.

Held a Hispanic Heritage Month celebration for the employees with a traditional Guadalupana dance performance. This dance originally comes from 16th century Mexico, developing as a direct cultural blend between Indigenous ritual practices and Spanish Catholic evangelization.

Held 'Pink Notes of Hope' in honor of Breast Cancer Awareness Month. Employees were able to fill out a card for those going through the battle as a little encouragement.

Grants: Additional grants/funding for the Parks & Recreation Department continue to be researched.

Committees:

Human Rights Commission (HRC) – The monthly meeting took take place on Monday, October 26, 2026, at City Hall. The commission briefly discussed the upcoming 2027 Interfaith Breakfast, the 2027 action plan, and possible Mr. & Mrs. Henderson recognition in the City of Norman. The majority of the meeting was spent reviewing and voting on the nominations for the 2026 Human Rights Award. Both an individual and a group were unanimously decided and voted upon. Commissioners also reviewed the updated rubric and questions for the 2026 Human Rights Award and the action plan for the upcoming year. The next regular meeting is scheduled for Monday, November 16, 2026, at City Hall.

ADA Citizen's Advisory Committee –. The next quarterly meeting is scheduled for Monday, December 14, 2026, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, October 6, 2026, at United Way. The purpose of the Cleveland County disABILITY Coalition is to increase awareness of all disabilities, to identify community needs and to develop solutions to those needs. Updates from the ADA Committee and Transportation were given. The speakers this month were Loralei Gann & Nikki Mire from Sunhive Collective here in Norman. Sun Hive is a young adult independence skills program for young adults with disabilities. Programs & Activities examples include assist with job application, on the job

skills, cooking, dressing, accessible options, and meaningful interactions in the community. They meet them where they are and help improve their living skills for 18 years or older and events, and community gatherings.

Announcements:

- Amtrak and community leaders hosted a ribbon-cutting ceremony in October 13, 2026, at The Depot (200 S. Jones Ave., Norman, OK)
- Autism Conference will be held on November 12-13, 2026, at OKANA Resort Convention Center, Oklahoma City, OK
- Next ADA Citizen's Advisory Committee is December 14th at City Hall

The next regular meeting is scheduled for Tuesday, November 3, 2026, at United Way.

PLANNING AND COMMUNITY DEVELOPMENT 10

October 2026 Residential Permit Activity

Category	Permit	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Multi-Family, Fire	**2**								**$ 13,000.00**
Multi-Family, Pool	PRPO202604569	2026-10-15	310 E BOYD ST	0	SPUD	4	STATE UNIVERSITY ADD #2	COWEN CONSTRUCTION	$ 54,000.00
	1								**$ 54,000.00**
Residential, Accessory Dwelling Unit	PRADU202604098	2026-10-06	729 E BROOKS ST	452	R-1	4	UNIVERSITY HEIGHTS ADD	A & J PAINTING & CONTRACTING	$ 80,000.00
	PRADU202604152	2026-10-05	4504 THUNDER RD	880	A-2	3	NOT SUBDIVIDED	BYRD BUILDING	$ 175,000.00
	2								**$ 255,000.00**
Residential, Accessory Structure	PRAB202603947	2026-10-02	2320 84TH AVE SE	400	A-2	5	NOT SUBDIVIDED	CHRISTOPHER MICHAEL MILLIGAN	$ 20,000.00
	PRAB202604228	2026-10-13	12717 BURR OAK DR	2400	RE	5	TIMBERLINE ESTATES	ROBERT GHAN	$ 65,000.00
	PRAB202604335	2026-10-08	725 BIRCH DR	192	R-1	4	WILLOW BROOK ADD	TUFF SHED INC	$ 12,068.85
	PRAB202604432	2026-10-02	13699 E CEDAR LANE RD	1200	A-2	5	NOT SUBDIVIDED	TEXWIN	$ 37,618.60
	PRAB202604505	2026-10-23	1230 CAMDEN WAY	286	R-1	2	EDGEMERE 3RD ADD	BARRETT L WILLIAMSON ARCHITECTS INC	$ 10,000.00
	PRAB202604520	2026-10-07	1001 DEERFIELD DR	320	A-2	5	LAKEWOOD ACRES	JONATHAN COX	$ 5,000.00
	PRAB202604521	2026-10-07	1001 DEERFIELD DR	600	A-2	5	LAKEWOOD ACRES	JONATHAN COX	$ 5,000.00
	PRAB202604543	2026-10-12	4205 FARM HILL RD	450	R-1	8	FOUNTAIN VIEW ADD. SEC. 1	STONEWALL HOMES LLC	$ 255,000.00
	PRAB202604601	2026-10-13	11228 S TIMBERLINE DR	1200	R-1	5	WHISPERING HILLS	B & C CUSTOM DESIGNS INC	$ 70,000.00
	PRAB202604615	2026-10-12	1230 FIREFLY DR	704	PUD	6	FROST CREEK	CA MCCARTY CONSTRUCTION LLC	$ 50,000.00
	PRAB202604655	2026-10-15	13120 E IMHOFF RD	480	A-2	5	WHISPERING OAKS	THADDAEUS HOYT	$ 5,000.00
	PRAB202604681	2026-10-22	520 72ND AVE SE	1800	A-2	5	NOT SUBDIVIDED	JONATHAN BRINDLEY	$ 50,000.00
	PRAB202604714	2026-10-30	14601 E TECUMSEH RD	1800	A-2	5	NOT SUBDIVIDED	JAMES REID	$ 26,000.00
	PRAB202604747	2026-10-22	10200 E BOYD ST	1800	A-2	5	WINDEMERE HEIGHTS	LANDON WALROD	$ 35,000.00
	PRAB202604757	2026-10-26	604 SUMMIT BEND	252	R-1	1	SUMMIT LAKES ADD. SEC. 6	THAO PHAM	$ 10,000.00
	15								**$ 655,687.45**
Residential, Addition / Alteration	PRAD202603923	2026-10-01	2848 DALEWOOD PL	200	R-1	5	EAST RIDGE ADD #3	ELION LANDSCAPING AND TREE SERVICE	$ 12,000.00
	PRAD202603941	2026-10-06	4319 WAYSIDE DR	740	RE	7	INDIAN SPRINGS ESTATES	CHRISTA GATEWOOD	$ 99,000.0
	PRAD202604044	2026-10-07	3832 WAVERLY CT	339	R-1	3	BROOKHAVEN 2ND	BIRD DOG CONSTRUCTION	$ 45,000.0

October 2026 Residential Permit Activity

	PRAD202604184	2026-10-05	2401 OAK FOREST DR	12	R-1	6	DOUBLE TREE AT HALL PARK	HV REMODELING LLC	$	3,900.00
	PRAD202604433	2026-10-08	625 N FINDLAY AVE	1150	R-1	4	NOT SUBDIVIDED	LINK S COWEN	$	45,000.00
	PRAD202604441	2026-10-05	1229 ESTATES DR	1222	R-1	3	COUNTRY CLUB EST W/LLA	PEASEL, TERRY	$	25,000.00
	PRAD202604559	2026-10-29	1806 W IMHOFF RD	5500	R -1	2	NOT SUBDIVIDED	WATERMARK PROPERTIES	$	900,000.00
	PRAD202604638	2026-10-12	4001 TETON LN	142	PUD	8	CASCADE ESTATES SEC.6	DIANNA DEMOTTO	$	5,000.00
	PRAD202604652	2026-10-22	2901 BLACK LOCUST CT	300	PUD	5	CEDAR LAKES ESTATE	AMERICAN CONSTRUCTION PRO LLC	$	30,000.00
	PRAD202604693	2026-10-26	2550 HOLLYWOOD AVE	132	R-1	2	COLLEGE MANOR	SH RENOVATIONS	$	60,000.00
	10								**$**	**1,224,900.00**
Residential, Carport	PRCP202604254	2026-10-09	201 E MOSIER ST	372	R - 2	4	HIGHLAND	TITAN BUILDING CO	$	5,850.00
	1								**$**	**5,850.00**
Residential, Demolition	PRDE202602784	2026-10-12	613 N FINDLAY AVE		R-1	4	NOT SUBDIVIDED	K & M WRECKING & DIRT SERV LLC		N/A
	PRDE202604209	2026-10-12	14213 E DEER CREEK RD		A-2	5	PRIDE 034	ROBIN HAUSNER		N/A
	PRDE202604442	2026-10-06	13805 E DEER CREEK RD		A-2	5	PRIDE 034	ROBIN HAUSNER		N/A
	3									**N/A**
Residential, Fire	PRFI202604516	2026-10-12	115 W GRAY ST		CCFB	4	NORMAN O T	NORMAN MUNICIPAL AUTHORITY	$	47,000.00
	1								**$**	**47,000.00**
Residential, Manufactured Home	PRMF202604668	2026-10-23	2219 138TH AVE SE	2500	RE	5	THUNDERBIRD HILLS	TITAN FACTORY DIRECT	$	197,223.00
	PRMF202604671	2026-10-21	4300 PUDNER DR	2176	A-2	5	BALD EAGLE	BRITTANY SMITH	$	140,978.62
	2								**$**	**338,201.62**
Residential, New Single Family Dwelling	PRSF202603263	2026-10-13	2300 HARRIET RD	2400	RE	8	TEALL ADD	SAUL GUADIANA	$	336,000.00
	PRSF202603647	2026-10-12	5909 132ND AVE SE	2723	A-2	5	NOT SUBDIVIDED	CLAUDIA DIAZ/JAIME GRANADOS	$	290,920.00
	PRSF202604099	2026-10-08	2900 80TH AVE NE	3750	A-2	5	HIDDEN VALLEY EST	MOORE CUSTOM CONSTRUCTION LLC	$	420,000.00
	PRSF202604193	2026-10-22	2865 108TH AVE SE	1600	A-2	5	WOODLAND HILLS COS	MARK LANDERS	$	167,840.00
	PRSF202604259	2026-10-05	3022 FLORENCE TER	3159	PUD	1	SIENA SPRINGS ADD SEC 2	DP GAMBLE HOMES INC	$	325,000.00
	PRSF202604260	2026-10-05	808 FLORENCE TER	3159	PUD	1	SIENA SPRINGS ADD SEC 2	DP GAMBLE HOMES INC	$	320,000.00
	PRSF202604261	2026-10-05	711 FLORENCE TER	3410	PUD	1	SIENA SPRINGS ADD SEC 2	DP GAMBLE HOMES INC	$	320,000.00

October 2026 Residential Permit Activity

	PRSF202604406	2026-10-20	1306 FLINT HILLS ST	2506	PUD	8	SPRINGS AT FLINT HILLS SEC 1	LANDMARK FINE HOMES LP	$	330,000.00
	PRSF202604477	2026-10-12	1909 OAKVILLE PL	3212	R-1	5	SUMMIT VALLEY ADD SEC 3	RIVERSTONE HOMES	$	400,000.00
	PRSF202604478	2026-10-23	1913 OAKVILLE PL	3277	R-1	5	SUMMIT VALLEY ADD SEC 3	RIVERSTONE HOMES	$	400,000.00
	PRSF202604479	2026-10-12	3029 HOLLOW CREST LN	3277	R-1	5	SUMMIT VALLEY ADD SEC 3	RIVERSTONE HOMES	$	400,000.00
	PRSF202604663	2026-10-19	3810 ALTA VISTA DR	1825	PUD	8	FLINT HILLS ADD SEC 2	IDEAL HOMES OF NORMAN LP	$	168,000.00
	PRSF202604666	2026-10-15	1511 EUREKA ST	2453	PUD	8	FLINT HILLS ADD SEC 2	IDEAL HOMES OF NORMAN LP	$	256,000.00
	PRSF202604698	2026-10-20	3914 EUREKA PL	2410	PUD	8	FLINT HILLS ADD SEC 2	IDEAL HOMES OF NORMAN LP	$	236,460.00
	PRSF202604818	2026-10-28	5523 WINDSTONE DR	2672	PUD	3	GLENRIDGE ADD SEC 3	DR HORTON	$	450,840.00
	PRSF202604838	2026-10-29	1210 FLINT HILLS ST	2567	PUD	8	SPRINGS AT FLINT HILLS SEC 1	LANDMARK FINE HOMES LP	$	370,000.00
	PRSF202604849	2026-10-30	3900 YELLOWSTONE DR	3883	PUD	6	PINE CREEK ADD	LANDMARK FINE HOMES LP	$	550,000.00
	PRSF202604885	2026-10-30	3922 EUREKA DR	2506	PUD	8	FLINT HILLS ADD SEC 2	IDEAL HOMES OF NORMAN LP	$	259,980.00
	18								**$**	**6,001,040.00**
Residential, New Two Family	PRDU202603778	2026-10-09	766 JENKINS AVE	6270	R-3	4	LARSH'S UNIVERSITY ADD	COSMOPOLITAN CONSTRUCTION &	$	796,800.00
	PRDU202604111	2026-10-13	1314 TORTOISE WOOD RD	3787	RM-6	5	TURTLE CROSSING PHASE 2	COLONY FINE HOMES	$	234,541.00
	2								**$**	**1,031,341.00**
Residential, Pool	PRPO202604499	2026-10-06	3829 CARRINGTON LN	1325	R-1	8	CARRINGTON PLACE ADD SEC 3	SPARTAN POOLS & PATIO	$	100,000.00
	PRPO202604553	2026-10-07	2008 BROOKHAVEN BLVD	1	R-1	3	BROOKHAVEN 26TH	CONCIERGE BUILDERS, INC	$	80,000.00
	PRPO202604633	2026-10-16	2421 S BERRY RD	1300	R-1	4	NOT SUBDIVIDED	SIGNATURE CUSTOM POOLS	$	85,000.00
	PRPO202604826	2026-10-26	4010 BRIARCREST DR	850	R-1	3	BROOKHAVEN 2ND	AQUATIC DESIGNS POOL & SPA	$	75,000.00
	PRPO202604839	2026-10-29	1415 84TH AVE NE	2400	A-2	5	NOT SUBDIVIDED	SPARTAN POOLS & PATIO	$	180,000.00
	PRPO202604845	2026-10-29	4551 HIGHLAND LAKE DR	720	RE	5	HIGHLAND HILLS SEC 3	LUANNE DIEHL	$	82,000.00
	6								**$**	**602,000.00**
Residential, Storm Shelter	PRSS202604323	2026-10-06	4304 DUSTY TRL		PUD	3	GLENRIDGE ADD SEC 3	LANCELOT CONSTRUCTION LLC	$	3,500.00
	PRSS202604465	2026-10-05	2221 BUD WILKINSON DR		R-1	2	PEARSON EST 1	FLATSAFE TORNADO SHELTERS	$	5,000.00
	PRSS202604614	2026-10-08	1607 WILSHIRE AVE		R-1	2	WESTLAND ADD	NORMAN & NANCY PARKER	$	3,600.00
	PRSS202604717	2026-10-22	4300 156TH AVE NE		A-2	5	PEEBLY ESTATES COS	BIGGS BACKHOE	$	7,300.00

October 2026 Residential Permit Activity

	PRSS202604724	2026-10-15	1711 HOLLYWOOD AVE		R-1	2	WESTLAND ADD	MAX PROPERTY SOLUTIONS LLC	$ 3,950.00
	PRSS202604741	2026-10-16	3902 WILTSHIRE DR		R-1	5	BELLATONA ADD SEC 1	OKLAHOMA SHELTERS	$ 3,300.00
	PRSS202604905	2026-10-27	1519 ROCKRIDGE CT		R-1	6	QUEENSTON HEIGHTS SEC 2	STORM SAFE SHELTERS	$ 3,100.00
	PRSS202604907	2026-10-27	4201 SHORELINE CIR		PUD	5	WELLINGTON LAKE ADD A PUD	GROUND ZERO SHELTERS	$ 4,695.00
	8								**$ 34,445.00**
Residential, Water Well	PRWL202604439	2026-10-08	6900 108TH AVE NE		A-2	5		MILLER DRILLING	N/A
	PRWL202604509	2026-10-13	7601 96TH AVE NE		A-2	5		DENNIS ALLEN WATER WELL DRILLING &	N/A
	PRWL202604512	2026-10-13	7703 96TH AVE NE		A-2	5		DENNIS ALLEN WATER WELL DRILLING &	N/A
	PRWL202604734	2026-10-27	2200 84TH AVE SE		A-2	5		TRIBBLE, CHRISTINE K	N/A
	4								N/A
Total	**75**								**$ 10,262,465.07**

October 2026 Residential Permit Activity

Category	Permits	Valuation
Multi-Family, Fire	2	$ 13,000.00
Multi-Family, Pool	1	$ 54,000.00
Residential, Accessory Dwelling Unit	2	$ 255,000.00
Residential, Accessory Structure	15	$ 655,687.45
Residential, Addition / Alteration	10	$ 1,224,900.00
Residential, Carport	1	$ 5,850.00
Residential, Demolition	3	N/A
Residential, Fire	1	$ 47,000.00
Residential, Manufactured Home	2	$ 338,201.62
Residential, New Single Family Dwelling	18	$ 6,001,040.00
Residential, New Two Family	2	$ 1,031,341.00
Residential, Pool	6	$ 602,000.00
Residential, Storm Shelter	8	$ 34,445.00
Residential, Water Well	4	N/A
Total	**75**	**$ 10,262,465.07**

October 2026 Non-Residential Permit Activity

Category	Permit	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant	Valuation
Commercial, Accessory Structure	PRAB202604755	2026-10-29	309 S PETERS AVE	364	C-3	4	NORMAN, O T	TITAN BUILDING CO	LEVITY BREAKFAST HOUSE	$ 7,000.00
	1									**$ 7,000.00**
Commercial, Addition / Alteration	PRAD202604191	2026-10-02	3411 W ROCK CREEK RD	1500	C-2	8	LEGACY BUSINESS PARK SEC. 1	BROOKFIELD CUSTOM HOMES, LLC.	VITAL CARE	$ 100,000.00
	PRAD202604269	2026-10-02	3044 CLASSEN BLVD	1490	C-2	7	EMPIRE ADDITION	ANGLER RETAIL CONSTRUCTION TX LLC	THERAPY IN MOTION	$ 215,000.00
	PRAD202604526	2026-10-14	4701 W MAIN ST	1100	C-2	3	HERITAGE PLACE II SEC 6	STUDIO TATUM LLC TATUM RYAN	BANNER DAY THREADS	$ 15,000.00
	3									**$ 330,000.00**
Commercial, Demolition	PRDE202604327	2026-10-22	2400 W ROBINSON ST		I-1	2	NOT SUBDIVIDED	HERE TO HELP AND HAUL-JUNK REMOVAL AND	EMSA	N/A
	PRDE202604455	2026-10-06	6351 INTERSTATE DR		CR	8	NOT SUBDIVIDED	MIDWEST WRECKING CO		N/A
	2									**N/A**
Commercial, Fire	**11**									**$ 4,591,608.79**
Commercial, New Commercial Building	PRNR202601169	2026-10-06	314 E HAYES ST	4492	R-3	4	HIGHLAND ADDITION	AUSTIN JACKSON	SALVATION ARMY	$ 1,888,124.00
	1									**$ 1,888,124.00**
Commercial, Repair	PRDB202603552	2026-10-09	1021 36TH AVE NW		C-1	3	SPRING BROOK #03	MR. SHORTSTOP 2	MR SHORTSTOP 2	$ 45,000.00
	1									**$ 45,000.00**
Total	**19**									**$ 6,861,732.79**

October 2026 Non-Residential Permit Activity

Category	Permits	Valuation
Commercial, Accessory Structure	1	$ 7,000.00
Commercial, Addition / Alteration	3	$ 330,000.00
Commercial, Demolition	2	N/A
Commercial, Fire	11	$ 4,591,608.79
Commercial, New Commercial Building	1	$ 1,888,124.00
Commercial, Repair	1	$ 45,000.00
Total	**19**	**$ 6,861,732.79**

Monthly Permit Activity-October 2026

		2026		2025	
Group	Category	Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	25	$9,997,950.00		
	Multi-Family, Demolition	1	$50,000.00		
	Multi-Family, Fire	13	$312,080.00	7	$584,859.00
	Multi-Family, Foundation Only	1	$1,500,000.00		
	Multi-Family, New Multi-Unit Residential	8	$88,006,800.00	10	$28,358,198.00
	Multi-Family, Pool	1	$54,000.00		
	Multi-Family, Repair	2	$140,000.00	3	$230,000.00
	Residential, Accessory Dwelling Unit	15	$2,363,000.00	12	$1,248,679.60
	Residential, Accessory Structure	104	$4,388,937.45	97	$3,925,523.74
	Residential, Addition / Alteration	105	$10,322,296.01	101	$8,796,531.51
	Residential, CarPort	22	$229,983.00	20	$133,341.00
	Residential, Demolition	44	$60,000.00	26	$20,000.00
	Residential, Fire	7	$116,302.00	7	$87,285.00
	Residential, Manufactured Home	8	$1,142,429.62	17	$2,462,971.63
	Residential, Manufactured Home Replacement	1	$50,000.00	5	$781,999.00
	Residential, New Single Family Dwelling	261	$116,932,528.00	320	$121,734,859.50
	Residential, New Town House	2	$1,205,000.00		
	Residential, New Two Family (duplex)	17	$5,762,324.00	2	$1,228,000.00
	Residential, Pool	55	$5,117,953.00	84	$6,693,668.93
	Residential, Repair	21	$2,211,993.02	11	$672,308.09
	Residential, Solar	10	$199,818.70	55	$1,717,166.22
	Residential, Storm Shelter	177	$775,593.50	296	$1,831,866.00
	Residential, Water Well	12		16	
	Townhouse, Fire	1	$12,000.00		
	Total	**913**	**$250,950,988.30**	**1,089**	**$180,507,257.22**
NON-RESIDENTIAL	Commercial, Accessory Structure	7	$537,000.00	2	$16,010.00
	Commercial, Addition / Alteration	81	$25,778,851.39	95	$39,244,891.42
	Commercial, Demolition	12	$89,000.00	17	$80,500.00
	Commercial, Fire	85	$13,354,711.04	99	$19,403,117.76
	Commercial, Foundation Only	3	$7,135,000.00	3	$2,664,597.00
	Commercial, New Commercial Building	29	$41,928,124.00	44	$95,234,570.90
	Commercial, RCF/RDCF	2		4	
	Commercial, Repair	3	$1,085,000.00	4	$518,835.40
	Commercial, Solar	5	$1,072,364.98	4	$1,096,544.00
	Commercial, Utilities WM	3		3	
	Commercial, Water Well	1			
	Total	**231**	**$90,980,051.41**	**275**	**$158,259,066.48**
OTHER ACTIVITY	# of New Dwelling Units	600		494	
	All Field Inspections	17,388		20,160	
	Certificate of Completion (CC)	2,851		3,342	
	Certificate of Occupancy (CO)	409		681	
	Demo # of Dwelling Units	107		21	
	Demolition	1			
	Electrical Permit	1,104		1,109	
	Fire	1			
	Garage Sale	707		781	
	Lot Line Adjustment	10			
	Mechanical Permit	1,028		1,191	
	Paving (PRIVATE PROPERTY)	67	$2,020,299.00	95	$3,457,274.00
	Plumbing Permit	1,287		1,388	
	Public Works	278	$12,838,226.14	266	$12,361,415.08
	Sign	192	$69,800.00	181	$111,375.00
	Solar			1	
	Structure Moving	12		29	$300,000.00
	Temporary Structure	18		22	
	Utilities WM	18		5	
	Total	**26,078**	**$14,928,325.14**	**29,766**	**$16,230,064.08**
Total		**27,222**	**$356,859,364.85**	**31,130**	**$354,996,387.78**

POLICE 11

NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW

@normanokpd

OCTOBER | 2026

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2026	5-YEAR AVERAGE	2025
MURDER	0	1	0
SEXUAL ASSAULTS	10	18	11
ROBBERY	4	3	1
AGGRAVATED ASSAULTS	23	26	16
BURGLARY OF BUILDING	23	35	31
LARCENY/THEFT	163	228	190
MOTOR VEHICLE THEFT	13	32	19
ARSON	0	1	0
KIDNAPPING	0	4	3
FRAUD/FORGERY	50	60	49
DUI/APC	28	31	39
PUBLIC INTOXICATION	65	56	69
RUNAWAYS	36	29	23
DRUG VIOLATIONS	56	54	93
THREATS/HARASSMENT	32	42	45
VANDALISM	57	87	62
OTHER	595	650	668
TOTAL REPORTED OFFENSES	**1,155**	**1,155**	**1,322**
TOTAL ARRESTS:	**650**	**711**	**805**
PROTECTIVE CUSTODY:	36	83	45
TOTAL CASE REPORTS*	**901**	**1,078**	**1,019**

	2026	5-YEAR AVERAGE	2025
COLLISIONS	**180**	**211**	**214**
FATALITY	0	2	2
INJURY	28	31	19
NON-INJURY	152	178	195
NUMBER OF PEOPLE INJURED	41	44	29
CITATIONS & WARNINGS	**5,247**	**2,728**	**3,480**
TRAFFIC CITATIONS	936	572	933
TRAFFIC WARNINGS	2,702	1,294	1,797
PARKING CITATIONS & WARNINGS	1,611	861	780

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,349

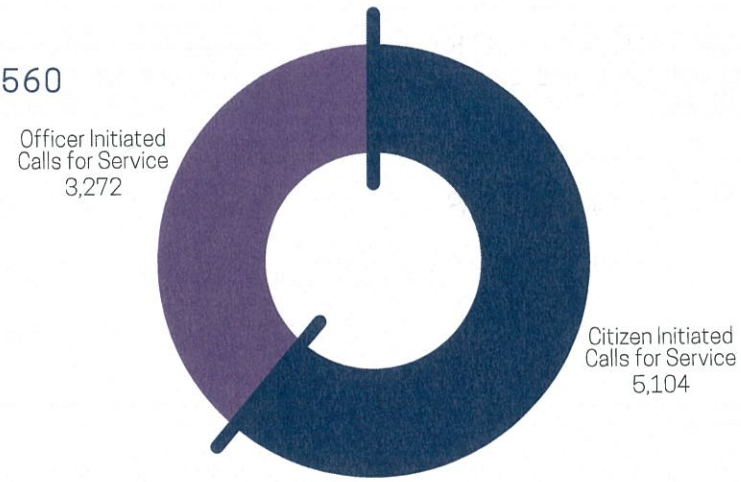
NON-EMERGENCY CALLS TAKEN: 15,779

TOTAL INCOMING CALLS: 21,128

TOTAL CALLS FOR SERVICE GENERATED: 12,560

POLICE CALLS FOR SERVICE: 8,376
- OFFICER INITIATED: 3,272
- CITIZEN INITIATED: 5,104

OTHER CAD ACTIVITY:
- NORMAN FIRE: 1,931
- EMSSTAT: 2,253



TOP FIVE POLICE CALLS FOR SERVICE

1. DISTURBANCE / DOMESTIC: 554
2. CONTACT A SUBJECT: 460
3. WELFARE CHECK: 452
4. ALARM: 368
5. CHECK AREA: 314

INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 264

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 103

CASES CLOSED DURING REPORTING PERIOD: 380
- CLEARED BY ARREST / WARRANT: 10
- CLEARED BY EXCEPTION: 14
- COP FOLLOW-UP: 3
- DEACTIVATED: 296
- DEACTIVATED DUE TO STAFFING: 19
- MISSING PERSONS RECOVERED: 6
- REFERRED INTERNALLY: 15
- UNFOUNDED: 17

ANIMAL WELFARE

- INTAKES: 317
- LIVE RELEASES: 347
- LIVE OUTCOME RATE: 93%
- ANIMALS FOSTERED: 108
- VOLUNTEER HOURS: 441

RECORDS

CUSTOMER SERVICE CONTACTS: 2,129
- IN-PERSON CONTACTS: 653
- PHONE CONTACTS: 681
- EMAIL CONTACTS: 795

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184
ACTUAL EMPLOYED: 179
AVAILABLE FOR ASSIGNMENT: 160**

AUTHORIZED PROFESSIONAL STAFF: 76
ACTUAL EMPLOYED: 73
AVAILABLE FOR ASSIGNMENT: 71**

**This number is less than reported crime due to multiple offenses occurring or being reported as part of one case report.*

***This number reflects personnel available for assignment. This does not include individuals on non-discretionary leave, in the police academy, or in field training.*

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report
October 2026

IN SHELTER ANIMAL COUNTS

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	83	129	212	61	94	155	(57)	-27%
Ending	90	142	232	49	61	110	(122)	-53%

ANIMAL INTAKES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	97	96	193	97	97	194	1	1%
Owner Relinquish	8	42	50	13	40	53	3	6%
Owner Intended Euth	2	3	5	3	0	3	(2)	-40%
Transfer In	0	0	0	5	0	5	5	
Other Intakes*	4	1	5	4	47	51	46	920%
Returned Animal	7	7	14	5	6	11	(3)	-21%
TOTAL LIVE INTAKES	141	149	267	127	190	317	50	19%

*Confiscate, Protective Custody, Born in Shelter, and all other infrequent entries

OTHER STATISTICS

	2025	Total	2026	Total	Comparisons Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	
Dog Collected (DOA)	1	1	2	2	1	100%
Cat Collected (DOA)	1	1	3	3	2	200%
Wildlife Transferred	3	3	0	0	(3)	-100%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	1	1	1	1	0	0%
Intake Pigs	1	1	2	2	1	100%
Intake Other	0	0	1	1	1	
TOTAL OTHER ITEMS	7	7	9	9	2	29%

LENGTH OF STAY (DAYS)

	2025	2026
Dog	12	12
Cat	16	10

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	105	7	0	112

Norman Animal Welfare Monthly Statistical Report
October 2026

LIVE ANIMAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	44	117	161	52	121	173	12	7%
Return To Owner	45	7	52	43	7	50	(2)	-4%
Transferred Out	7	0	7	33	36	69	62	886%
Returned to Field	0	40	40	0	39	39	(1)	-3%
Returned to Owner in Field	11	0	11	16	0	16		
TOTAL LIVE OUTCOMES	107	164	271	144	203	347	76	28%

OTHER ANIMAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	4	5	1	4	5	0	0%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	14	6	20	8	11	19	(1)	-5%
Owner Intended Euth	2	3	5	3	0	3	(2)	-40%
TOTAL OTHER OUTCOMES	17	13	30	12	15	27	(3)	-10%

TOTAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	107	164	271	144	203	347	76	28%
Total Other Outcomes	17	13	30	12	15	27	(3)	-10%
TOTAL OUTCOMES	124	177	301	156	218	374	73	24%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	1	9	0	10	53%
Medical - Injured	0	2	0	2	11%
Behavior - Aggressive	6	0	0	6	32%
Behavior - Other	1	0	0	1	5%
TOTAL EUTHANASIA	8	11	0	19	

MONTHLY LIVE RELEASE RATE

2025	2026
91.6%	93.5%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS 12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
October 2026

ENGINEERING DIVISION
DEVELOPMENT

The Development Manager processed one (1) certificate of survey, one (1) preliminary plat, three (3) final plats, three (3) easements, and one (1) exemption for City Council. The Development Engineer reviewed nineteen (19) sets of construction plans and one (1) punch list item. There were 119 permits reviewed and/or issued. Fees were collected in the amount of $29,907.83.

CAPITAL PROJECTS:
2019 Transportation Bond Projects;

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen (19) transportation improvement projects. The projects currently underway are the Gray Street Two-Way Project that consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue and the Jenkins Avenue Project that consists of widening and reconstruction of Jenkins Avenue between Imhoff Road and Lindsey Street.

Gray Street Two-Way Conversion – University Boulevard to Porter Avenue:

The Oklahoma Department of Transportation conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The lowest bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024, and there were 360 calendar days in the project. The contract time has expired, and the contractor is being charged $1,300 per day liquidated damages until the project is complete. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

- New sidewalks, landscaping, and pedestrian safety improvements
- Conversion to reverse angle parking for on-street spaces
- New decorative roadway lighting
- Decorative paving elements
- New curb and gutter
- Modified decorative traffic signals
- Revised signing and striping for two-way operation
- Reconstruction of the James Garner Avenue intersection
- New gates and controls for two-way operation of the railroad crossing

Gray Street was fully opened to two-way traffic on Sunday, May 31st at 4:30 am, after BNSF completed their testing of the railroad crossing and opened it to traffic.

The contractor's activities this month were as follows:

- Continued correction of sidewalks to ensure ADA compliance and to repair concrete
- Began work on pre-final punch list items
- Placed sod along entire project

- Prepared planting beds and began planting landscaping plants at intersections

Jenkins Avenue 2019 Bond Project:

The Oklahoma Department of Transportation conducted a bid opening on October 10, 2024, for the Jenkins Avenue 2019 Bond Project. The low bidder was Silver Star Construction Company, Inc. of Moore, Oklahoma. ODOT awarded the project on November 4, 2024. Construction started on Monday, March 3, 2025. There are 540 calendar days in the project, which will likely require approximately 2 years to complete, taking into account weather days. The Oklahoma Department of Transportation is administering the construction of this project.

Proposed improvements include:

- New 4-lane roadway with raised median
- Realignment of Imhoff Road and Constitution Street with a new roundabout
- Realigned Timberdell Road intersection
- New 4-legged intersection at Stinson Street
- New decorative traffic signals at Timberdell Road and Stinson Street intersections
- New 10-foot multi-use trails and sidewalks
- Landscaping
- Pedestrian safety improvements
- Improved storm drainage pipeline system

Beginning Monday, April 6, 2026, traffic was shifted to the newly completed northbound lanes on Jenkins Avenue so that Phase 3, which includes the west half of Jenkins Avenue from Reaves Park Road to the north project limits near Lindsey Street could be reconstructed. The contractor's activities this month on Phase 3 were as follows:

- Completed OU 8-foot-wide sidewalk installation on the west side of Jenkins Avenue
- Completed traffic signal base installation at Timberdell Road and at Stinson Street
- Started traffic signal pole and mast arm installation at Timberdell Road and at Stinson Street
- Continuing median curb and gutter installations and left-turn lane installations between Timberdell Road and Lindsey Street
- Started median irrigation installation between Timberdell Road and Lindsey Street

Saxon Industrial Park Phase III:

The City of Norman and Norman Economic Development Coalition (NEDC) have been collaborating since 2015 in support of an economic development project in Saxon Industrial

Park that will make another 47.43 acres available for industrial development. This project is intended to capitalize on federal funds to expand City infrastructure in this industrial area to allow for expansion of existing businesses and promote new businesses.

The City of Norman contracted with SMC Consulting, P.C. to develop a preliminary plat for approximately 47.43 acres of land generally located south of State Highway 9 between Technology Place and Saxon Park. The contract for the design of the roadway project was approved by Norman City Council on April 14, 2020, and was completed on June 30, 2025. The City of Norman Streets Division is constructing the roadway project. The project began on December 5, 2025, and is anticipated to be complete by late fall 2026.

Proposed improvements include:

- New asphalt roadway that connects Technology Place, John Saxon Boulevard and 36th Avenue SE
- New storm sewer, sanitary sewer and water line infrastructure

During October 2026, the Streets Division continued roadway grading activities in preparation for the installation of concrete curb and gutter. The division also completed construction of the storm sewer inlet structures and roadway storm sewer crossings. Additionally, work began on stabilizing the roadway subgrade to prepare for the installation of curb and gutter and subsequent asphalt paving. In November, application of the selected stabilization agent will continue to improve and strengthen the roadway subgrade in preparation for the next phase of construction. Overland Construction is scheduled to begin installing concrete curb and gutter toward the end of November.

Sidewalk Programs:

FYE 2027 Concrete Sidewalk Projects

On September 22, 2026, City Council approved funding for contract K-2627-2 in the amount of $337,580 to Hacienda Duran Construction LLC. This project is now underway and will be ongoing with completion anticipated in April of 2027. The contractor is currently working on 50/50 repairs at various locations throughout the City of Norman.

State Highway 9 Multi Use Path

This project is 80% funded through an ACOG grant. This project will include the construction of a 10' wide Multi Use Path from 48th Avenue SE to 72nd Avenue SE along the north side of State Highway 9. Oklahoma Department of Transportation conducted a bid opening on November 20, 2025, and after review awarded the contract to Ellsworth Construction Inc. Construction began in May 2026. During the month of October, the contractor has installed storm drain, box culverts, Multi Use Path Concrete and construction of the retaining wall is underway with approximately 1350 feet completed of 1716 feet total and the project is approximately 75% complete.

Street Maintenance Bond Programs:

FYE 2026 Street Maintenance Bond Urban Concrete Pavement 1

The FYE 2026 Urban Concrete Pavement 1 bids were opened on August 21, 2025. Eight bids were received and the contract was awarded on October 14, 2025, to Arroyo's Concrete LLC, in the amount of $1,043,546.00. The project consists of concrete pavement rehabilitation for the following locations: Wyckham Place from Brookhaven Boulevard to the end of the cul-de-sac, Rosewood Drive from Dakota Street to Crestmont Street, Crestmont Street from 24th Ave NW to Mercedes Drive, Sundown Drive from Forest Drive to Iowa Street, Foreman Avenue from Holiday Drive to Main Street, and Richmond Drive from Brooks Street to the end of the cul-de-sac. During the month of October 2026, the contractor is working on replacing panels and pavement rehabilitation on Foreman Avenue.

TRANSIT AND PARKING DIVISION

PUBLIC TRANSIT

Microtransit Pilot Program with Via Transportation – Norman On-Demand

Following guidance from the Council Community Planning and Transportation Committee, staff are preparing to request proposals this autumn for the continuation of microtransit service beyond the pilot program.

Transit Monthly Performance

EMBARK Norman (fixed-route) ridership for September 2026 was 49,181, a +2,227 or 8.00% increase compared to September 2025. Year to date EMBARK Norman ridership as of the end of September 2026 is 139,570, a +11,563 or 9.03% increase compared to the same period last year.

EMBARK Plus Norman (paratransit) ridership for September 2026 was 2,260, a +157 or 7.46% increase compared to September 2025. Year to date EMBARK Plus Norman ridership as of the end of September 2026 is 6,775, a +526 or 8.42% increase compared to the same period last year.

Norman On-Demand (microtransit) ridership for September 2026 was 1,984, a -944 or 32.24% decrease compared to September 2025. Year to date Norman On-Demand ridership as of the end of September 2026 is 5,414, a -2,946 or 35.24% decrease compared to the same period last year.

More details are available in the EMBARK Norman and the Norman On-Demand monthly performance reports which are routinely provided to the Community Planning and Transportation Committee and are available anytime by request.

PARKING

ParkMobile Parking App Transition

City operated metered parking has successfully transitioned digital payments to the ParkMobile application. Staff have coordinated in-app messaging, a press release, updated signage and decals, and the distribution of informational cards to drivers to ensure a

smooth transition. The shift in technology does not alter the rates for paid parking, and the option to pay with coins or cards at physical pay stations is still available. Citizens can download the ParkMobile app, pay online by scanning a QR code, or text "Park" to 77223 for quick digital payments. This transition now allows citizens to use Apple Pay and Google Pay digital payment options, which were previously unavailable, while streamlining some backend and enforcement functions for staff.

STREET DIVISION

Concrete Projects

- Street concrete crews worked at Technology Place. This repair required 17 cubic yards of concrete to repair a drainage structure.

Asphalt Projects

- Streets paving crews worked Corkey Lane and Richard Lane to complete an asphalt repair. The asphalt deep patch required 164.06 tons of asphalt to complete the repair.
- Streets paving crews worked Harold Way to complete an asphalt repair. The asphalt deep patch required 23.21 tons of asphalt to complete the repair.

Roadside Operations

- Routine pothole patching operations used over 12 tons of asphalt material in October 2026.

Roadside Mowing Operations

- The Streets Mowing Crew completed the sixth pass of citywide mowing routes in October, mowing over 40 miles. Mowing operations have been substantially reduced due to dry conditions producing slow vegetation growth and budget concerns created by rising fuel prices.

Storm Debris Removal Operations

Streets Division staff, in response to the July 4th wind event, Crews completed tree grinding operations at the Franklin Debris Site.

STORMWATER DIVISION
STORMWATER MAINTENANCE

Resident Contacts

The Stormwater Division received 30 calls for new work order requests, and 30 work orders were closed.

Infrastructure Maintenance

- Continued phase one of the Stormwater inlet box replacement at 2600 John Saxon Boulevard.
- Repaired a leaking box at the 2600 John Saxon Boulevard project.

- Responded to ground voids at five locations throughout the City with installation of safety measures and backfilling.
- Replaced a broken hood on Abingdon Drive.
- Checked and cleared 1,573 storm inlets.
- Removed 12.25 tons of debris from storm inlets.
- Assisted Sewer Line Maintenance with at 204 Willow Branch Road with debris removal and bank stabilization.

Channel Maintenance

- Stormwater mowing crew completed 621,700 square feet of drainage mowing and removed 66 tons of channel debris in October 2026.
- Repaired the concrete in Bishop Creek Channel.

Urban Street Sweeping and Camera Van Operation

- 382 lane miles were swept in October, resulting in the removal of approximately 109.24 tons of debris.
- The Camera Crew captured and mapped 300 linear feet of Stormwater pipes.

Okie Stormwater Locate Operations

- Stormwater locator responded to 182 locate requests in October 2026.

FLEET DIVISION

Fleet Light Shop Operations

- Fleet Light shop inventory for October 2026 includes 606 total assets
- Parts cost in the Light shop for October 2026 was $45,658.42

Fleet Heavy Shop Operations

- Fleet Heavy shop inventory for October 2026 includes 283 total assets
- Parts cost in the Heavy Shop for October 2026 was $83,086.69

Fleet EVT Shop Operations

- Fleet EVT Shop asset inventory for October 2026 includes 46 total assets
- Parts costs at the Fleet EVT shop for October 2026 were $23,994.78

Fleet Transit Shop Operations

- Fleet Transit Shop asset inventory for October 2026 includes 43 total assets
- Parts costs at the Fleet Transit shop for October 2026 were $18,453.90

Fleet Fuel

- For the month of October 2026, the consumption of Unleaded gasoline was 23,471 gallons, Diesel fuel 24,604 gallons, and CNG 37,026 gallons
- The total monthly cost of fuel was $223,485

Fleet Maintenance

For the month of October 2026, Fleet staff completed 561 work orders

- 288 were for preventative maintenance
- 268 were for corrective repairs
- 5 were for warranty repair

Fleet Productivity

For the month of October 2026, Fleet staff had 2281 direct labor hours, and total productivity was 83.98%.

TRAFFIC DIVISION

Citizen Contacts

- Traffic Division received 149 citizen inquiries and 149 were completed

Traffic Studies

- 6 requests were received for traffic studies of various types
- 6 traffic studies were completed

Engineering Review

- Completed 41 reviews including subdivision plats, construction traffic control plans, traffic impact studies

Signing and Striping Operations

The Traffic Signing and Striping section completed:

- 88.5 hours of paint striping
- 4 installations of pavement markings (arrows, stop bars, crosswalks, etc.)
- 19 responses to damage to Stop or Yield signs
- 34 responses to lower priority signs
- 48 responses to street name signs

Traffic Signal Operations

The Traffic Signal section completed:

- 15 intersection traffic signal preventative maintenance performed
- 16 locations with reported signal malfunctions were repaired
- Traffic locator responded to 3,826 number of locate requests

There were no on-the-job injuries in October 2026

UTILITIES 13

Monthly Report

October 2026

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 100%
- 1357 12th NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%
- Page Street – 100%
- Crail Drive – 0% Hold – Pending Lead Survey

Staff has completed the Crest Court project. Staff has completed the 12th AVE NE project. Staff has completed the Beaumont project. Staff has completed the Page Street project. Crail Project materials have been ordered – project on hold pending lead surveys. Ashton Grove project has been completed. Sutton Place project has been completed. Park Hill lift station pumps have been installed.

Water Line Breaks Total – 23 in October
Water Lines Hit by Contractor – 0

Sewer Line Data

- Total obstruction service requests October - 32
- Private Plumbing: 30
- City Infrastructure: 2
- Sanitary Sewer Overflows: 1 on private side, 1 on city side

Lift Station D Flows:

- Days – 31
- Average daily flow: 2.197 MGD
- Total Monthly flow: 68.107 MG

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on

March 18, 2024, ODEQ issued a letter of "support" for the results of the pilot study. Upon receiving ODEQ's letter and as per their Contract, Garver submitted their draft final report to an "Independent Advisory Panel" consisting of independent industry experts who will review results and recommendations, deliberate among themselves, and, finally, issue recommendations regarding the report and its conclusions. A technical orientation with the panel members, NUA, and Garver convened on August 28, 2024. This was followed by a half-day workshop on December 17, 2024 during which Garver described the finer details of the pilot test, the data obtained, and their conclusions, and ended with an extended question and answer session. On March 4, 2025, NWRI submitted their final report in the form of a technical memorandum. The report generally concurred with Garver's conclusions but included some recommendations for making any future IPR process as robust as practical. Neither Garver nor NUA had any comments on NWRI's final report so this project is now considered complete. During the month of January 2026, Garver prepared final signed and sealed versions of the report for NUA's files. Copies were submitted to NUA during February 2026.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to $700,000 that would pay up to 25% of all costs incurred on this project. Grant contract was approved by NUA and BOR and fully executed in September 2021. As of March 2023, all funds authorized by this Grant have been received by City of Norman. During the month of August 2026, NUA worked on preparing final reports for BOR to close out this grant. These reports should be completed and submitted in September 2026.

In October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes $209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 through 2024 for research and investigations, and grant can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best convened in August 2024. No additional funding has been authorized for FYE 2025 and beyond so project work will not progress to a pilot sized wetland or a wetland design, but some funding in the original grant has not yet been exhausted and compilation of deliverables including a final report and conclusions is still ongoing so the team continues to meet on a semi-regular basis to discuss and coordinate.

Since the next step of the IPR process could include the design and construction of a demonstration scale constructed treatment wetland, Norman staff has been largely focused during this phase of the project on creating a conceptual plan for such a wetland atop the existing, capped City of Norman Landfill adjacent to the Norman WRF. In July 2026, Norman staff prepared and presented a detailed powerpoint to the larger project team and several invited guests that served to summarize the entire Green Infrastructure grant project with a particular focus on the proposed demonstration wetland at the old landfill site, and the presentation was well received. During the month of October 2026, Norman Utilities Department staff continued to assist with preparation of maps, graphics and powerpoint slides for final project report, and working with the smaller breakout team focusing on the demonstration scale constructed treatment wetland and continuing to improve details of the conceptual design. Efforts on the final report will continue until mid-2027. Work may continue beyond that time depending on future actions and/or grant opportunities that may arise.

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for $148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of $196,190 (of which $148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions. Once these questions were resolved, an additional workshop with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver addressed all

questions raised in this workshop and made a standing offer to BOR and COMCD for them to use the PLOT tool t analyze historical droughts that are part of an unrelated grant project on which they are working. All direct work on this project is complete, and the PLOT tool remains available for NUA use as needed. During August 2025, NUA drew down remaining grant funds and filed final paperwork to close out the grant.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Existing centrifuges are approaching the end of their useful lives, and, consequently, they need excessive maintenance, regular major repairs and increasing polymer feed rates to achieve necessary sludge quality. Moreover, poor service provided by manufacturer often results in extended downtime before necessary repairs are completed. NUA approved a Contract with Garver, LLC on December 8, 2020 to prepare a design to replace centrifuges, and design for this project commenced immediately thereafter. Throughout 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff, and WRF and NUA Engineering staff also made several site visits to wastewater treatment plants in the region to observe equipment by other manufacturers/technologies in operation. Based on these demonstrations and site visits, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During winter and spring 2022, Garver and NUA met with representatives from most of the reputable centrifuge manufacturers in the industry to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers were approved for inclusion in the bidding documents.

Garver completed and submitted 60% design documents for review in August 2022 and 90% design documents in January 2023 with design review meetings convening two weeks after each submission. In March 2023, ODEQ Permit to Construct application was submitted to ODEQ and the permit was issued in April 2023. Also, in April 2023, NUA learned that it has been approved for a federal community funding grant for FYE September 30, 2024 in the amount of $5,000,000.00 for this project. However, because the Federal Budget for FY 2024 is not yet approved, funds for the grant have not been earmarked and EPA has not allocated them, and there is no certainty on when or if these funds will be approved. Because of the critical nature of this project and based on conversations with EPA and with grant experts at Garver, it has been determined that the best course of action for Norman Utilities Authority is to bid the project now and include all requirements for EPA Community Grant projects in the bidding documents. EPA has advised that, as long as the contract meets their requirements for the grant, we can apply for the funds at whatever time in the future they are officially allocated. EPA should then be able to approve "after the fact" and Norman Utilities can seek reimbursement for funds already spent at that point.

Based on further discussions, an additional concern arose based on the fact that until funding is approved by Congress, exact details is grant requirements will remain uncertain. Garver advised and EPA Community Grant staff affirmed that, for grants issued up to and including Fiscal Year 2024, if project is receiving funding via another Federal Program and project meets requirements of that program, EPA Community Grants will approve project on that basis. As a result, NUA has applied for and received a Clean Water State Revolving Fund (CWSRF) loan from Oklahoma Water Resources Board (OWRB). The loan request was worded to also cover other planned projects at the WRF so, assuming EPA Community Grant is eventually made, the CWSRF loan funds will be directed to those other projects as well. OWRB has advised that, as with the EPA Community Grant, the project could start before the loan was granted. Then, once approved, NUA could immediately start seeking reimbursement for all work completed on the project prior to loan approval. It should also be noted that the use of CWSRF loans for upcoming capital projects at the WRF was recommended by the Raftelis report for upcoming wastewater capital spending.

Based on the above-described EPA Community Grant and CWSRF loan processes and timing and the critical nature of this project, NUA chose to proceed with bidding and obtain reimbursement from EPA and/or CWSRF when those financial instruments were approved. As a result, project was advertised on August 30, 2023 and bids were opened on Thursday, October 19, 2023. Crossland Heavy Contractors were deemed the lowest and best Bidder with a base bid in the amount of $3,320,000, and Contract was awarded at the November 28, 2023 Council Meeting. Pre-Work Meeting convened in December 2023. Notice to Proceed was issued in January 2024, and shop drawing approval and procurement processes commenced immediately thereafter.

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of $5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA requested a "Technical Correction" from EPA that would allow some or all funding from the grant to be expended on other critical projects at the WRF, and, in September 2024, EPA officially approved the "Technical Correction". This will allow the grant funds to be expended on the WRF Blower Replacement and WRF Laboratory Renovation, and New Maintenance Facility projects (details on both projects are updated elsewhere in this report), while this project will now be funded using a combination of internally-generated funds and the CWSRF loan.

During June 2025, GEA and Crossland completed testing, commissioning and training for Centrifuge No. 1. During August 2025, Crossland did the same for Centrifuge No. 2, and both centrifuges are now in service. However, due to capacity issues associated with the existing sludge pumps that feed the centrifuges and a segment of the existing conveyor that transports dewatered-biosolids to sludge-hauling trucks, neither centrifuge had previously been testing to its maximum capacity as required by the contract. During October 2025, Crossland was able to complete a temporary fix that addressed the capacity issues sufficiently to allow them to successfully test both centrifuges to their maximum capacity. Since the Contract included a 30-day operations test, this meant that NUA was able to take beneficial possession of the centrifuges as of November 19, 2025. Between December 2025 and May 2026, Crossland worked on punchlist, which was completed as of May 19, 2026, and they have demobilized from the project site temporarily.

Garver had previously been directed to prepare specifications both new sludge pumps and a new conveyor that will sufficiently increase system capacity to allow each centrifuge to comfortably operate at their design capacity. On March 10, 2026, Amendment No. 1 to Garver's contract in the net amount of $14,495 for a revised contract total of $429,495 was approved by City Council. This amendment will reimburse Graver for associated design costs not covered by their original contract, was approved by City Council. Garver completed this design efforts in April 2026 and drawings were forwarded to Crossland for proposal preparation. During the month of October 2026, Garver continued to assist Norman staff with procurement of the sludge pumps, which will be purchased by Norman Utilities Authority and installed by Crossland under the change order discussed below. The process has been complicated by the fact that there are only two manufacturers of sludge pumps using the technology currently in use at the WRF and one is new to the market and lacks sufficient track record. In order to avoid sole-sourcing, Garver is assisting Norman with identifying reputable manufacturers using other sludge pump technologies to determine if any would be functionally equivalent for the Norman WRF so that competitive bids can be obtained.

Crossland has agreed to remain under contract to complete the additional work described above, and on June 9, 2026, a change order in the amount of $250,497 was approved by City Council increasing Crossland's contract to $3,613,310.68. During the month of October, fabrication of the conveyor equipment was ongoing. Delivery is tentatively scheduled for March 2027. As noted above, procurement of sludge pumps is also ongoing and will be scheduled to synchronize delivery with Crossland's planned remobilization to install the conveyor in March 2027. Installation of all equipment should then be complete during Spring 2027.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF New Maintenance Storage Building (WW0318) and WRF Main Control Building Renovation (WW0325): - These two projects are being designed under a single design contract and are anticipated to be bid as a single project, so they will be updated as a single project as well. Due to plant improvements projects over the past two decades, space formerly used for spare part storage and maintenance work has gradually been incorporated into plant operations space, leaving a shortage of viable storage and work space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities since the main building was commissioned.

The Main Control Building at the WRF was constructed in 1982 and, while some building systems have been replaced and/or upgraded since then, many of the original interior and exterior finishes and fixtures as well as the main laboratory have not been replaced, updated, or renovated since original construction and are now nearing the end of

their useful lives. Project WW0325 will renovate existing building and update layout and building systems as well as expand and renovate the laboratory to meet current standards.

Greeley Hansen (now TYLin) was selected as the Architect for these two projects, and their Contract in the amount $384,000 of was approved on June 8, 2021. A design kickoff meeting convened in late June 2021. Greeley Hansen submitted a draft Preliminary Engineering Report (PER) in November 2021 and, after a review meeting later in November 2021, they submitted a final PER in late January 2022.

In March 2022, NUA elected to defer construction of this project for one fiscal year to FY 2023 for budgetary reasons. For this reason, while Construction Manager at Risk (CMaR) was originally the project delivery method, the project will instead be delivered by a traditional Design/Bid/Build method with Greeley Hansen completing a bid-ready final design during the remainder of 2022 and early 2023 with project bidding in Spring 2023. On January 9, 2024, Amendment No. 1 in the amount of $50,601 was executed with Greeley Hansen to reimburse them for the impact on design and bidding phases of the work associated with this change from CMaR to Design/Bid/Build.

During August 2022, Greeley Hansen submitted 95% design documents. At time of submittal, it was agreed that a design review meeting would convene in February/March 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which was then projected to occur in May 2023. Since that time, the decision was made to further defer construction of this project and the associated final design review meeting.

As noted above in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA received an EPA Community Funding Grant in the amount of $5,000,000 for that project. For several reasons, a request for a "Technical Correction" was made to EPA to allow for the grant funds to be instead allocated to this project (and the WRF Blower Replacement project which is discussed elsewhere in this report). This request was approved by EPA in September 2024. During the month of September 2025, EPA indicated that the grant was formally awarded to Norman Utilities Authority to fund this project. As of this date, funds are available for drawing upon as soon as construction on this project commences.

The EPA grant included additional conditions that will impact the bidding and construction of the project. In order to meet these conditions, revisions to the bidding documents will be required. As a result, Amendment No. 2, in the amount of $147,700 was negotiated with Greeley Hansen and approved on March 24, 2026. This increased Greeley and Hansen's contract to $587.301.

During April 2026, a "re-kickoff" meeting convened with Greeley Hansen and Norman staff and final design work is now ongoing. Greeley Hansen submitted 98% design documents in mid-June 2026 and a final design review meeting convened on July 1, 2026 and final comments were submitted to Greeley Hansen later in July. During the month of September, Greeley Hansen largely completed addressing comments that arose during design review. Their proposed amendment for additional design services for several items requested during final design review that, in their opinion, were not covered by their original contract, is under negotiation, and approval is anticipated in November 2026. Design work covered by amendment would then be completed through the end of 2026, and building permit submissions would follow at the start of 2027. As soon as permits are approved, project will be ready for bid, likely in February 2027. This should allow bids to be opened in early Spring 2027 with contract award and notice to proceed following thereafter in April and May 2027, respectively. Construction would then proceed for approximately 1 year.

Engineer: TYLin (formerly Greely and Hansen LLC) (John Schmidt)

Sewer Maintenance Project (SMP) FYE 2024 (WW0337): In 2001, the citizens of Norman approved a five-dollar per month sewer maintenance fee to provide for the systematic replacement of aged and deteriorating neighborhood sewer lines. The Sewer Maintenance Project FYE 2024 (SMP-24) study area is generally bounded by Lindsey Street and Alameda Street and 12th Ave SE and 24th Avenue SE. Project will replace approximately 32,000 LF of 8" and 12" sanitary sewer lines using pipe-bursting techniques and/or cast-in-place pipe lining techniques along with rehabilitation or replacement of 130 manholes.

On August 14, 2025, proposals were received for the design of SMP-24, and, on September 15, 2025, the Norman Utilities Authority Evaluation Committee met and completed evaluation of the proposals. The committee selected

Cowan Group (Cowan) of Oklahoma City, OK as the best design engineer for the project, and Cowan was informed of October 1, 2025. On March 24, 2026, City Council approved Contract K-2526-109 in the amount of $344,000 with Cowan.

The design kickoff meeting convened in April 2026 and Preliminary Drawings were submitted for review in late June 2026 and a design review meeting convened in August 2026. Commencing immediately after the meeting and continuing through October 2026, Cowan is preparing a final design for this project. At this time, the intention is to advertise this project as soon as plans and specifications are bid ready, which is anticipated in late December 2026 or early January 2027. Construction contract would then be awarded in February 2027, and construction would proceed through the summer of 2028.

Engineer: Cowan Group (TBD)

Lift Station D Condition Assessment (WW0344): The City of Norman wastewater collection is composed of two major sewersheds due to the ridge along the north side of the City which separates the Little River and South Canadian River sewersheds. Wastewater in the South Canadian River sewershed is conveyed by sewer interceptors directly to the Norman Water Reclamation Facility (WRF). Wastewater flows from the Little River sewershed are conveyed by interceptors to Lift Station D which pumps flow into a force main, which, in turn, drains into adequately sized interceptors which then flow to WRF. In recent years, Lift Station D has been experiencing decreasing levels of service, and due to its critical role in Norman's wastewater collection system, Utilities Department proposes to have an engineer complete a thorough condition assessment of all systems and equipment in the Lift Station and make prioritized recommendations for necessary repairs.

For the above reasons, RFP-2526-8 was issued requesting proposals from engineers to perform the assessment of Lift Station D. On August 14, 2025, proposals were received, and, on September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Garver of Norman, Oklahoma as the best design engineer for the project. Garver was informed of their selection on October 1, 2025, and, after negotiation of scope and fees, a contract was approved by City Council on April 28, 2026.

In May 2026, a kickoff meeting convened and the initial on-site assessment of Lift Station D was completed. After submitting a draft report in August, an onsite meeting convened in September to review details of draft report and clarify initial questions on it. In October 2026, a final dratt report was submitted for Norman review. A final review workshop should convene and a final report submitted by the end of 2026.

Engineer: Garver (TBD)

WRF Digester #3 Roof Replacement (WW0336): The existing roof for Digester 3 has reached the end of its useful life and has experienced high rates of failure that warrant a project to upgrade the existing facility. Funding in FYE 24 is for an evaluation of Digester 3 and the roof. Future funding will be used to upgrade and rehabilitate the digester to extend the useful life of the asset. The operating impact of this project is that a full rehabilitation or replacement of the digester roof will more efficiently use funds rather than reactively repairing the roof when it fails.

As of May 2024, there will no longer be an exterior plate of metal welded over the leak in the roof of the digester due to safety concerns with respect to the gases escaping the leak. Garver, a consulting engineering firm, is preparing a work order for the internal assessment of the digester.

As of July 2024, the contractor onsite cleaning out another digester will be moving on to removing solids from the storm holding pond at the WRF after the current project, as they were the winning bidder for that project. In June 2024, we were going to solicit a quote for cleaning out Digester #3 after their current project concluded (cleaning out the digester they were originally contracted to clean). This Digester #3 cleanout would have been followed by an internal assessment of the structure's floating roof.

Instead, the WRF has hired staff who are experienced in welding. To save significant costs, we are currently developing a plan to drain the digester over the course of a week. Once the digester is drained, a minimum of two hydrogen sulfide and methane gas detectors (one interior near the proposed welding area and one exterior near the proposed welding area) would be placed as a safety precaution prior to any welding. Once the weld site is deemed safe from hazardous gases, WRF staff would then weld a steel plate on the exterior of the floating roof's crack to seal the roof again. Sealing the roof would allow for it to be repressurized and "float" once again.

This would be considered a temporary solution with an anticipated lifespan through 2028, when it is anticipated that more funds will be available to develop a more permanent solution, such as a roof replacement.

Following CIP discussions in January 2025, Digester #3 has been moved ahead of Digester #1 in digester cleanout projects. Digester #3 will be cleaned out as early as July 2025 for internal structural assessment of the digester and its roof, as well as to prepare the interior portion of the roof for a temporary fix. July 2025 is the beginning of FY 2026, which is when the next digester cleanout is scheduled. The temporary fix will be welding a metal plate over the exterior portion of the crack in the roof. The permanent roof replacement will likely happen in 2028 when more funds are available for the WRF to execute the full replacement for this CIP project. No changes were made in February with regard to executing the repair. Digester #3 will be cleaned out instead of Digester #1 as early as July. It will not happen earlier than July as the next digester cleanout project is budgeted for FY 26.

In April 2025, a scope and fee for the condition assessment of Digester No. 3's roof was received from Garver. The condition assessment includes an internal visual assessment of the digester roof, and will be used to determine the extent of the repair required.

At the start of FY26, WRF staff will begin preparing for the digester cleanout capital project. During this period, Garver's assessment scope will be finalized and they will be prepared for the internal assessment after the digester is cleaned out.

Bid opening for Digester No. 3 Cleanout occurred on October 2, 2025. Hodges Farms & Dredging, LLC was the lowest bidder at $444,000.

In October 2025, WRF staff investigated methods and processes to reduce the costs of present and future digester cleanouts. For this project, Hodges can install geotubes on the WRF berms to further dewater biosolids (decreasing weight and hauling costs), and WRF staff will investigate draining the digester as much as possible to reduce the volume of biosolids that needs to be cleaned out of the digester.

In November 2025, WRF staff furthered their efforts to reduce the cost of the Digester No. 3 cleanout project by draining as much of the digester's contents as possible. This reduced the volume of biosolids to be removed from the digester from 800,000 gallons to 500,000 gallons. Attempts were made to drain additional material. However, the remaining biosolids were too viscous to drain further.

It is anticipated that WRF or line maintenance staff will attempt to use wash water to break-up the remaining biosolids in the digester and drain them. The project will then be re-bid without the need to remove such a large volume of biosolids, which is the primary cost driver for this project. This is expected to bring this project's expenses more in-line with previous digester cleanout projects.

WRF staff successfully drained more biosolids in January, and the digester cleanout project will be rebid once WRF staff has exhausted the tools and methods available to remove more of the biosolids. In January, the scope and fee for Garver's Digester Assessment was finalized, and it will be executed in February 2026.

The Digester Assessment project with Garver was executed on March 10, 2026. Following this, the Digester Cleanout Project will now be rebid after meeting with WRF staff.

NUA and WRF staff met in late May to discuss plans for rebidding the Digester No. 3 Cleanout. Project is expected to be bid in Summer 2026.

On November 10, 2026, City Council passed an amendment that will provide scaffolding assembly and breakdown for the internal assessment that will take place after the digester cleanout. This was done as the local contractors that provide digester cleanout services are not equipped to assemble and breakdown the necessary scaffolding in a confined space.

Project is expected to be bid in late October 2026.

Engineer: Garver – On-Call services

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet of deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate or replace about 108 manholes. Project area is bounded by Westbrook Terrace to the north, McGee to the west, Highway 9 to the south and Berry Road to the east.

From an email from Parkhill on 12-05-24 the preliminary SMP-18 plans for review are expected before January 1, 2025.

NUA staff had a meeting with the new engineering team assigned to this project at Parkhill on January 30, 2025. From this meeting, plans are expected to be in-hand by mid-February 2025.

Final plans to be in hand on November 17, 2025. Bidding documents to be compiled and advertised in November 2025.

In December 2025, final plans were received, but one sheet still required editing by Parkhill. The specifications for this project are being reviewed by NUA staff, so bid documents can be prepared quickly following receipt and approval of the final plans. Bidding advertisement for this project is anticipated in January 2026.

Bidding for SMP 18 was advertised in late January 2026, and bids will be opened on February 26, 2026.

Bids were opened on February 26, 2026 and Vortex Services, LLC was awarded the base bid, as well as alternate B. A kickoff meeting will now be scheduled, and the timeline for when this work will begin will be established.

The contract with Vortex Services, LLC for the SMP-18 work was executed at the March 24, 2026 City Council Meeting. In April, a change order will be included in this project to include pipe bursting of a 12" sanitary sewer line along W. Brooks Street. The project kickoff for SMP-18 is scheduled for April 8, 2026.

The change order work along W. Brooks Street was completed in May 2026. Mobilization and residential notification for the larger portion of the project began in late May, starting with the project area between Magnolia and W. Imhoff Road.

As of June 2026, work has continued as planned in the SMP-18 Project area. The CIPP subcontractor will continue performing their work in Summer 2026, and Vortex is considering a change of open-cut sub-contractors, as their current open-cut sub may not be able to perform the interceptor replacement work later this summer due to scheduling constraints.

As of July 2026, work is ongoing with pipe bursting. We will need to reevaluate when we would like to perform the open-cut portions of the project as we expected to begin that portion of work in late Summer, but the subcontractor our prime contractor (Vortex) originally had lined up to perform that work is not able to perform the work this Summer. Vortex is currently seeking a local open-cut contractor replacement.

As of August 2026, work continues as scheduled. Cimarron will be performing the open-cut work, and NUA will meet with Vortex staff the week of September 7th to discuss Cimarron's availability to perform the open-cut work.

Through October 2026, work continued without issue in the primary SMP-18 project area.

Engineer: Staff with assistance from Lemke Surveying

Water Reclamation Facility (WRF) PFAS and Microplastics Fate and Transport: New regulations for PFAS are being promulgated by the EPA for drinking water but future regulations for wastewater effluent and biosolids are envisioned as well. To get information ahead of future rules for wastewater, this project will sample for PFAS and microplastics at locations throughout the WRF to determine levels through each process, PFAS formation or removal, and percentages of materials within liquid effluent or biosolids. Funding for this work will be from a loan from the Oklahoma Water Resources Board with 100 percent loan forgiveness (i.e., no ratepayer funds to be used).

The project Kickoff Meeting occurred 7/11/24 at the WRF. Garver to develop a sampling plan based on data received by WRF staff. NUA is also holding meetings with the USGS in August and September to explore additional CEC sampling at no cost to the NUA.

As of the end of November 2024, the sampling plan is in development. Equipment for the biosolids holding bins and plumbing to be acquired in February, after sampling plan review.

In August, NUA staff organized a meeting with USGS Research Hydrologists Michelle Lorah and Jason Masoner, and OU Professor of Civil Engineering and Environmental Sciences Bob Nairn regarding sampling.

As of December 2024, the WRF land application permit and soil testing is being reviewed by Garver to begin finalizing the sampling plan. A review of sampling needs will take place in January 2025.

An onsite meeting with Garver was conducted in January 2025. During this meeting, Garver announced plans to conduct baseline sampling for the liquid and solid treatment trains at the WRF in February 2025. Also occurring in February 2025, NUA staff will begin mixing biosolids and yard clippings to create Class-A compost, specifically for use in the biosolids troughs that will be created and regularly sampled throughout the duration of this project.

Delays in receiving sampling bottles have pushed sampling of the liquid and solid treatment trains to mid April. Materials for the class-A compost sampling troughs are being procured as the compost develops.

Initial sampling of the solid and liquid trains began in late April and is expected to conclude in May. The Class-A compost being developed for this project is near completion and should be fully developed by the end of May, which is also when the equipment for the Class-A compost troughs is expected to arrive on-site.

The initial sampling is expected to conclude in June with sampling of the solids treatment train. Delivery of materials for construction of the pilot beds is also expected in the month of June 2025.

Delivery of materials has started at the WRF, and the experimental troughs are expected to be completed by the end of July. Sampling to begin after the bins have been constructed.

As of September, results from sampling the solids/liquids treatment trains are still under analysis at Eurofins and the University of Oklahoma. The experimental troughs are assembled, and dry/wet sampling of the troughs will begin in October.

Regular sampling of the experimental troughs has begun and is ongoing. If the weather is unexpectedly dry throughout the Winter and Spring, potable water will be used to simulate rain events, in an effort to sample runoff and leachate.

In November 2025, initial sampling results for PFOS constituents and micro plastics were received. Garver is compiling the data and will present the initial findings in December 2025.

In December 2025, Garver shared their initial findings and suggested that several points in the solids treatment train should be resampled. This was suggested as their initial sampling run of the solids treatment train was concurrent with the installation of new dewatering equipment, and the samples taken at that time are not representative of the current day-to-day operations of the dewatering process. The new samples of the solids train will be taken in January 2026.

Samples of the solids train were taken at the end of January 2026, and samples from the experimental troughs were also taken following the winter storm in January. Regular sampling of the experimental troughs will continue through April 2026.

As all of the remaining sampling of the treatment trains were completed in February 2026. Sampling of the experimental troughs will continue until April 2026.

All lab results with the exception of Microplastics analysis from OU has been received by Garver and they are compiling the results in a final report for the project. A draft of the final report is expected to be received in Summer 2026.

The Final Report Workshop will occur on November 2026. Results indicate that NWRF emergent contaminant concentrations were generally consistent with values reported for municipal WRFs nationwide.

Engineer: Garver (Bryce Callies)

Water Reclamation Facility (WRF) Aeration Blower Replacements: The WRF has been in need of replacing two turbo blowers and outdated centrifugal blowers that supply the aeration basin with air for multiple years. The current turbo blowers have significant issues operating during the hottest portion of the year, and their replacements are already on-site. It is expected for the winning contractor to quickly install the new turbo blowers, but it could take upwards of a year or more to procure the other centrifugal blowers being replaced. This project also includes intake improvements

for the turbo blowers and point repairs for leaks along the aeration main. Garver is the consultant on this project, and as of May 30 2024 bid opening, Crossland Heavy submitted the lowest bid, but bid award is still pending review.

In June 2024, EPA funding was authorized for this project. The authorization of the funding source is significant as this project must now meet all of the EPA requirements for funding. The project was bid with anticipation of using these funds, and now that funding is secured the project may proceed as anticipated.

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced a schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

As of August 2024, installation of the turbo blowers is expected to begin in late November or early December in 2024.

This project is expected to be funded with EPA funds and a Resolution before the Norman City Council on October 8, 2024 will be presented to convert this project to be fully funded by the EPA (80% EPA, 20% City fund match required).

On October 14, 2024 Crossland Heavy repaired the leak in the blower main line, which was a base bid item. This was originally expected to be done in November, and this expedient repair has put them ahead of schedule. Crossland is currently working on removal and replacement of the first turbo blower, which may be completed in November instead of December.

As of the end of November 2024, the first turbo blower has been placed on its concrete pedestal and delays in electrical equipment has prevented finalization of the installation of the blower. Even with this delay, the project is still expected to be on schedule, with both turbo blowers installed by the end of February 2025.

As of December 2024, the project has experienced no further delays and the first turbo blower is still on pace to have its installation completed by the end of February 2025.

As of January 2025, the complete installation of the first turbo blower and WRF staff blower training is expected to occur in mid to late February 2025.

As of March 2025, installation of Turbo Blower No. 5 is nearly complete. Turbo Blowers No. 5 and 6 will be tied into the WRF's Supervisory Control and Data Acquisition System (SCADA) in April 2025, and will be followed by testing, training, and then release.

As of April 2025, the network tie-in of Turbo Blowers No. 5 and 6 require an additional site visit from Atlas Copco to complete the work. Once this work is performed, Garver will then perform a site visit to connect Turbo Blowers No. 5 and 6 to the WRF's SCADA system.

Atlas Copco performed their final site visit in May, and Garver is expected to complete the SCADA Integration in June 2025. Final commissioning of the turbo blowers is expected to be done following this integration.

The centrifugal blowers are expected to be delivered in late July or early August. In the meantime, Crossland Heavy and Atlas Copco are working on adjusting the automated controls for the turbo blowers to fit WRF staff needs.

At the end of July 2025, Atlas Copco was procuring a new Rover for the aeration blowers at the WRF. The Rover will collect operational and system data of the blowers, which will then be used to diagnose and resolve existing issues with automation of the new turbo blowers.

As of August 29, 2025. Atlas Copco will be sending personnel to the WRF to resolve the automation control issues before mid September. VFDs for the centrifugal blowers nos. 1, 2, 3, and 4 have been received and VFD installation will begin on centrifugal blowers no. 1 and 2 in early September.

The issues with the turbo blower automation controls were resolved in September, and both turbo blowers are now fully installed and functioning properly. The centrifugal blower delivery has been delayed until October 28th. Install of the centrifugal blowers will begin once they arrive.

The centrifugal blowers arrived in late October and installation began in early November. The week of November 17, 2025 WRF staff will be trained on the use of the new centrifugal blowers.

In late November 2025, Centrifugal Blower No. 1 and 2 were installed. Centrifugal Blowers No. 3 and 4 will be installed in December, while training for the new blowers will be conducted in early January.

In December 2025, Centrifugal Blowers No. 3 and 4 were installed. The controls for the Centrifugal Blowers and their compatibility with the new Turbo Blowers will be finalized in January, followed by WRF staff training.

As of January 2026, all blowers are installed, but full integration into the SCADA controls has not been completed. Work for this project is anticipated to be completed in March 2026.

In February 2026, an issue was identified with the variable frequency drive (VFD) in the new Centrifugal Blower No. 3 that produced a fault. A replacement VFD will be delivered in March, and once installed, the 30-day period operational period will begin. Upon the completion of that period, Crossland Heavy will request a document indicating substantial completion of the project.

In May 2026, Norman IT staff and Garver SCADA integration staff met onsite to resolve network communication issues between the new blowers and the existing SCADA system. Following this meeting, the 30-day period for determining substantial completion will begin after a final meeting between Norman IT staff and Garver in June 2026.

As of June 16, 2026 all faults in the centrifugal blowers have been resolved by Garver and Norman IT staff. The equipment must operate continuously without fault for a 30-day period before we can begin the final acceptance process.

As of July 2026, the blower equipment has performed continuously without fault beyond the required 30-day period. However, NUA hasn't began the Final Acceptance process yet as there are still punch list items remaining.

On July 20, 2026, condensation was discovered in one of the MCC electrical cabinets. City staff and Garver engineers met onsite to discuss a resolution to that issue, and another meeting regarding the MCC cabinets will be held with Crossland heavy with respect to ensuring the issue is resolved, and how the work will be warrantied.

The MCC cabinets have been warrantied and final acceptance of this project will be executed at the October 27th City Council Meeting.

Final acceptance and payment of the Blower Project was approved at the regular City Council meeting on 10/27/2026. As of November 2026, the final payment has been made to Crossland Heavy, completing the project.

Engineer: Garver (Michael Nguyen)

Ashton Grove Lift Station Basin Study (WW0341):

On April 9, 2024, the Norman Utilities Authority approved Contract K-2324-168 with Dukes Root Control, Inc. for $118,794.72 to assess sewer line conditions in the Ashton Grove Lift Station Basin, located east of 48th Avenue NW and south of West Rock Creek Road. The study includes several forms of assessment, including utilizing a sewer line rapid assessment tool (SLRAT) for line assessment, manhole inspections, and flow tracking using 36 iTrackers to be placed in manholes throughout the project area.

All assessments and field work completed in May 2024. During the 60-day iTracker period, the City has experienced several heavy rainfall events and will only need a 60-day period for the study instead of a 90-day period to gather sufficient inflow data.

As of July 18, all field work has been completed and iTrackers collected. Project report anticipated in late August or early September.

As of August 2024, deliverables are expected in early September with a follow-up deliverables presentation by Duke's soon after in September.

Deliverables presentation occurred on September 24, 2024. Deliverables presentation included SLRAT, manhole inspection, and iTracker results. City Staff to review deliverables and identify future actions for identified problem areas in October 2024.

During the Southwest American Water Works Association Conference, Peter met with Brian Conroy from Duke's in regard to inadequate data produced from several iTrackers in the project period. A follow-up meeting will be held in November to discuss what Duke's will do to resolve the gap in data.

Following discussion with Duke's staff, NUA produced a spreadsheet detailing the data issues with specific iTracker units. A follow-up meeting will be held with Duke's to determine how this issue may be compensated.

In a discussion regarding the meeting needs, a discrepancy between the Duke's iTracker flow out of the Ashton Grove Basin and NUA flow monitoring devices very near to the Ashton Grove Basin was discussed. The NUA flow values are to be given to Duke's for their evaluation and included in a January 2025 meeting.

Following the January 2025 meeting, Duke's reviewed the provided flow data and requested a February follow-up meeting so they can provide more details on the data provided and the study's performance. The goal of a more detailed data analysis is to identify specific areas in Ashton Grove for smoke testing to detect infiltration and inflow issues.

In the second meeting with Duke's they identified two keys areas that are candidates for smoke testing.

Duke's will perform smoke testing in the Ashton Grove area in late October 2025. The smoke testing will cover 10,000 linear feet of sanitary sewer line and will be focused on areas identified as having potential infiltration and inflow issues from the basin study.

The smoke testing was performed and completed on October 22, 2025. Duke's will transmit deliverables for the smoke testing on November 17, 2025. Deliverables will include any defects found and noted during the smoke testing.

Following the November deliverables meeting with Duke's, NUA staff requested a technical follow-up meeting to further discuss the severity of the defects found during smoke testing. This meeting will occur in December 2025.

The technical follow-up did not happen in December 2025 due to scheduling conflicts, and it is anticipated to occur in January or February 2026.

A technical follow-up to the smoke testing deliverables meeting was conducted in January 2026. The meeting assisted in identifying manhole and appurtenance defect repair priorities, but the results did not clearly indicate the primary source of inflow and infiltration into the Ashton Grove basin.

Following the technical follow-up in January 2026, NUA will compile a list of significant manhole defects from the report, and will begin to repair them with respect to the severity of the defects.

No current updates for June 2026

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. This project was placed on hold while staff worked through the AIM Comprehensive Land Use Plan and associated wastewater master plan. With the completion of these efforts, staff will begin to incorporate the new projects into the long-term capital plan.

Bishop Creek Interceptor Project (WW0174): Project will replace or parallel approximately 20,600 feet of existing sewer interceptors in the in the Bishop Creek wastewater basin to accommodate the full build-out wastewater flows. The project area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. This project was placed on hold while staff worked through the AIM Comprehensive Land Use Plan and associated wastewater master plan. With the completion of these efforts, staff will begin to incorporate the new projects into the long-term capital plan.

WATER PROJECTS:

Lindsey Tower Resurfacing (WA0182): The Lindsey Tower is an elevated water storage tank at the intersection of E. Lindsey Street and Classen Boulevard that was originally built nearly 100 years ago to serve Norman's potable water system. However, as Norman's potable water system expanded over the years, the system also changed and, in 2014, it was determined that Lindsey Tank no longer had the hydraulic characteristics necessary to function as viable potable water storage for Norman's system. However, because of the potential for Lindsey Tower to be used as dedicated storage for a non-potable reuse system and due to desire from stakeholders to keep the structure, demolition was put on hold. Interest from an external entity to have their logo on the tank, in addition to a desire from NUA to preserve the condition of the tank for potential future use, has led to the need to get updated bids for recoating Lindsey Tower.

A contract with Coastal Windforce for engineering services in the amount of $90,000 associated with this project was approved on July 14, 2026. Bids for resurfacing the exterior of Lindsey Tower were opened on July 14, 2026, and TMI was deemed the lowest and best bidder with a bid of $532,200. City Council Authorized award of this contract to TMI on July 21, 2026. On July 28, 2026, City Council approved a contract with Dr. Pepper to place two logos on Lindsey Tower, which is part of TMI's contract. During the month of October, TMI completed finish coat and logos on tank and addressed preliminary punchlist items. Since unrelated work was scheduled at the tower site for early November, a final inspection and completion of final punchlist work will probably occur in December 2026. Final acceptance should follow in January 2027.

Robinson Water Line: 24th Ave NE to 12th Ave NE (WA0242) – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24thAve NE to 12thAve NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14th, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted, and, after review by NUA and additional investigations by Jacobs, the 65% plans were approved in late 2021 with a revised alignment that included 900 LF of pipeline being installed in the southernmost traffic lane of E. Robinson Avenue.

During April 2022, the decision was made to defer construction on this project until at least Fiscal Year 2023/24. From that point, it was agreed that Jacobs could schedule final design work and easement acquisition at a pace intended to synchronize completion of final design, receipt of permit, and purchase of all easements with this revised construction schedule. However, Jacobs encountered issues with their chosen alignment, largely associated with a previously-unidentified and currently-unused OG&E easement along Robinson Avenue in front of large, adjacent properties owned by the United States Department of Veterans Affairs and J.D. McCarty. OG&E has now given formal authorization for Norman Utilities to encroach on their easement as needed for this project so preparation of final plans and easement acquisitions can now proceed.

Due to the critical nature of the project and the delayed progress in finalizing design for bid, meetings convened between NUA and Jacobs on January 6 and February 20, 2025. In these meetings, Jacobs and NUA committed to close coordination and working together toward the goal of completing final design as well as obtaining easements and permits in order to advertise the project in Summer of 2025. During April 2025, engineering and line maintenance staff reviewed current design documents, walked the alignment, and convened a review meeting on April 18, 2025. The major recommendation arising from this review was to move as much of the alignment as practical and acceptable into Robinson Avenue. As a result, a meeting convened with Norman Utilities Engineering, Utilities Line Maintenance and Public Works staff on June 26, 2025, and Public Works staff approved moving alignment into Robinson. Immediately following the meeting, NUA's final comments on drawings (which included a new alignment largely in Robinson) were forwarded to Jacobs. Between October 2025 and January 2026, NUA and Jacobs negotiated a Contract Amendment to reimburse for additional fees associated with this revised alignment. On March 24, 2026, Amendment No. 1 in the amount of $121,687 which increased Jacobs' contract to $401,934, was approved by City Council.

A "re-kickoff" meeting convened in April 2026, and design work re-commenced immediately thereafter. During the month of July, final survey and geotechnical borings were completed for revised alignment, and Jacobs nearly completed their 95% design of the revised alignment. The revised 95% design was submitted for Norman review in

August 2026 and a review meeting convened in September. Jacobs addressed comments during the remainder of September and October, and a final review meeting is currently scheduled for November 2026. Plans should be ready for submission for ODEQ permits in December and permits should be received in January 2027. Project should advertise as soon as permits are received and Contract Award should follow in February/March 2027. Construction will likely require the remainder of 2027.

Engineer: Jacobs Engineering (Lisa Cox, PE)

Robinson Water Line: 12thAve NE to Porter (WA0242 – Phase VI) – On August 14, 2025, Proposals were received for Project WA0242, Phase V and Phase VI, the final two segments of the Robinson Avenue 30" Water Line, which, upon completion, will increase transmission capacity between the Norman WTP and the west side of Norman. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of the proposals. The committee selected Ardurra of Oklahoma City, OK as the best design engineer for the Phase V, 12th Ave NE to Porter segment. During October 2025, a meeting to discuss contract scope convened, and an initial scope and budget proposal was received in late December 2025. During October 2026, City Council approved a contract with Ardurra in the amount of $517,420. A design kick off meeting has been scheduled for November 2026 and design will commence immediately thereafter. Project should be ready for bid during the summer of 2027, and Construction would likely continue to June 2028.

Engineer: Ardurra (TBD)

Urban Area Water Line Replacements (WA0381): On August 14, 2025, Proposals were received for Project WA0381, Various Urban Area Water Line Replacements, which consists of the replacement of approximately 3,200 LF of 6" and 8" water lines that have reached the end of their useful lives and the replacement of lead service lines. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Parkhill of Oklahoma City, OK as the best design engineer for the project. Parkhill was informed of their acceptance on October 1, 2025. Contract K-2526-115 in the amount of $73,400 was approved by City Council on February 24, 2026.

A design kickoff meeting convened during March 2026. Preliminary design was submitted for review, and a review meeting convened during May 2026. During July 2026, 95% plans were completed and submitted for Norman review, and a design review meeting convened in August 2026. Final plans were received in October 2026, and project was advertised on October 29, 2026 with Bid Opening scheduled for November 19, 2026. Contract should be awarded in December 2026 or January 2027. Construction should be complete by June 2027.

Engineer: Parkhill (Sara Senyondo)

Westwood Estates Water Line Replacements (WA0387): On August 14, 2025, Proposals were received for Project WA0387, Westwood Estates Water Line Replacements, which consists of the replacement of approximately 10,000 LF of 6" and 8" water lines that have reached the end of their useful lives and replacement of lead service lines in Westwood Estates east of 24th Ave between Crestmont and Dakota. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Benham of Oklahoma City, OK as the best design engineer for the project. Contract K-2526-108 in the amount of $170,000 was approved by City Council on February 24, 2026. A design kickoff meeting convened in April 2026, and preliminary plans were submitted for review in late August 2026. A review meeting is anticipated for early November 2026. Project should be ready for bidding by Spring 2027, but the actual bid schedule will be coordinated with other projects. If it is immediately advertised, a construction contract should be awarded to the lowest and best bidder by May 2027. Construction would then likely proceed through the summer of 2027.

Engineer: Benham (TBD)

Carter Avenue Area Water Line Replacements (WA0388): On August 14, 2025, Proposals were received for Project WA0388, Carter Avenue Area Water Line Replacements, which consists of approximately 5,300 LF of 6" and 12" water lines that have reached the end of their useful lives and replacement of lead service lines along and adjacent to Carter Avenue between Acres and Robinson. On September 15, 2025, the Norman Utilities Authority Evaluation Committee

convened to complete evaluation of those proposals. The committee selected Halff of Oklahoma City, OK as the be design engineer for the project. Halff was informed of their acceptance on October 1, 2025, and after negotiations, a contract was approved by City Council on April 14, 2026. A design kickoff meeting convened in late April 2026 and preliminary plans were submitted for review during July 2026. A design review meeting convened in August 2026, and all comments were furnished in September 2026. It is currently anticipated that this will be ready for bidding in January 2027, but the actual bidding schedule will be coordinated with other projects. If it is immediately advertised, a construction contract should be awarded to the low bidder by March 2027. Construction would then likely proceed into the summer of 2027.

Engineer: Halff (TBD)

Water Treatment Plant Various Improvements (WA0390): In 2006, the Norman Utilities Authority (NUA) approved a design contract with Carollo Engineers Inc. (Carollo) for design of critical improvements at the Water Treatment Plant (WTP) as well as for the expansion of plant capacity from 14 million gallons per day (MGD) to 17 MGD. This project, Water Treatment Plant Phase I Expansion, was bid in July 2009 and completed in 2011. In 2012, a follow up contract with Carollo was approved for additional critical improvements focused on addressing taste and odor issues at the WTP. The resultant project, Water Treatment Plant Phase II Improvements, was bid in March 2017 and construction was completed in 2020. As part of these two projects, Carollo identified other necessary but less critical upgrades that should be undertaken at the plant. In addition, once the upgraded processes constructed as part of the Phase I and Phase II project were placed into service, other processes in need of upgrade were exposed. As a result, a new project, Project WA0390, Water Treatment Plant Various Improvements, was created to address these various upgrades, which include:

- SCC Clarifier 3 Rehabilitation
- Filter Building HVAC and Roof Rehabilitation
- Ozone System Improvements — Modified monitoring and sampling
- Ozone System Improvements — 2 25-ton chillers
- On-Site Sodium Hypochlorite Generation System Improvements
- Combined Filter Effluent Sample Piping
- Chloramine Improvements
-

Regarding the WTP's SCC Clarifier 3 that is being rehabilitated, Clarifier No. 3 at the Norman Water Reclamation Facility (WRF) is the same model as the SCC Clarifier 3 at the WTP and it is also in need of rehabilitation. Given that the two clarifiers are of the same construction, dimensions and vintage, it made economic sense to include the rehabilitation of WRF Clarifier 3 in this project as well.

In addition, in 2015, Norman voters approved a rate increase to fund improvements to Norman's water supply, including expansion of Norman's well field. In 2016, NUA executed a contract with Carollo to furnish engineering services associated with this well field expansion. The well field expansion project included the evaluation and selection of ten (10) new well sites but, in order to ensure project could be completed within available budget, the original construction project included nine (9) wells and well houses. This project was bid in 2018 and the wells were accepted and placed into service in 2023. The project was completed under budget with sufficient remaining funds to construct the 10th well. For continuity reasons, Carollo will also design the well and well station for this well under this contract with permitting, bidding and construction administration to be performed by City Staff.

NUA has also recently experienced a failure of its Well No. 43. Since Carollo is preparing the design for one well, it made economic sense to also have them prepare a design for a re-drilled Well No. 43 at the same time under this project. As for the well described above, this project will be designed by Carollo with permitting, bidding and construction administration to be performed by City Staff.

Contract K-2526-17 for Carollo in the amount of $1,271,525 was approved by City Council on October 28, 2025. A kickoff meeting convened in November 2025 and design is now ongoing. 95% design documents for well drilling and well house construction were submitted for Norman review in June 2026 and July 2026, respectively, and a review

meeting convened for both in July 2026. Bid documents for well drilling project were completed in September 2026, and project was advertised and bids were opened in October 2026. DC Well of Oklahoma LLC (DC Well) was the lowest responsible bidder and construction contract should be awarded in November 2026. Wells should be drilled by March 2027.

Bid Documents for well houses were delivered in October 2026. While construction on this project cannot commence until wells are drilled, staff will likely seek to bid this project and have it awarded by January/February 2027 with Notice to Proceed held until wells are dilled and welling drilling contractor has demobilized. As a result, construction will likely start in April 2027. One of the two wells should be ready to be placed into service by late Spring 2027 with the second following in early summer 2027.

Preliminary plans for WTP Improvements were submitted in July 2026, and review meetings convened in August and September 2026. During review meetings, staff determined that it would be critical to get the sodium hypochlorite generation system upgrades into service by summer 2027. Given the bid schedule and the lead time for the brine tank that will be a major component in the upgrades, staff further determined it would be necessary to procure brine tank during the Fall of 2026 in order for it to be fabricated and delivered in time for eventual contractor to install it for Summer 2027. For this reason, Carollo prepared technical specifications for just the brine tank while NUA staff prepared bid documents and procurement was advertised on October 29, 2026 with bid opening scheduled for November 19, 2026. This should allow brine tank to be delivered by early spring 2027 with plenty of time for it to be installed before Summer 2027.

Final design for the remainder of WTP Improvements is now ongoing and bidding documents are anticipated to be complete in February 2027. Bidding would then proceed through March 2027 with a contract awarded to the lowest and best bidder in April 2027. Construction would then continue for approximately 1 year.

Engineer: Carollo (Dan Ethington)

Tecumseh Water Line Replacement (WA0380): The existing 24-inch water line along Tecumseh Road is a vital component of the Norman water distribution system. The crossing of Interstate 35 is a portion that is extremely deep and is not able to be worked on by City staff due to this depth. This project will replace the pipe generally from Flood Avenue to Journey Parkway to provide more reliable and maintainable water service to the area and for transmission of water under Interstate 35. This project will also replace several ductile iron laterals along this corridor. Contract was executed on February 27, 2024. Proposed alignment was reviewed and comments sent back to Plummer in May 2024. Next steps are to meet with Public Works on the timing of Tecumseh Road Widening Project from 24th to Flood, in an effort to determine the best window to replace the waterline along that section of road.

A meeting with ODOT occurred in June 2024, with ODOT accepting the proposed alignment. The next steps in this project are to execute the alignment survey and begin geotechnical assessment of the soil near I-35.

As of July 2024, the alignment survey is to be scheduled in September, with 30% plan development to follow the survey.

The alignment survey was completed in September 2024, and the 30% plans are currently in development. The survey yielded no unexpected findings.

In October 2024, Peter was informed that the Plummer engineers on the project, Alan Swartz and Tayler Kent, were leaving Plummer. A follow-up meeting was held to discuss the status of the project, and Robert Weinert, the engineer replacing Alan Swartz as the lead was introduced. Robert is a seasoned engineer and has worked on large projects for NUA in the past (Robinson Phase I and II WL Replacement).

A technical memorandum is expected in late November, with the 30% plans pushed back to early December.

The technical memorandum was received in December with 35% plans, and is being reviewed by NUA staff.

As of January 2025, the 35% plans are still under review. Utilities staff met with Public Works in February 2025 to ensure there are no future conflicts with projects Public Works has planned in the same area.

NUA staff to meet with Plummer in early April to review Plummer's response to NUA's comments on 30% plans. Following this meeting, Plummer will begin working on 60% plan set.

As of April 2025, Plummer continues to work on the 60% plans.

In late May 2025, Utilities staff received the final Technical Memorandum from Plummer. 60% plans are expected in June or July 2025.

Plummer provided an update at the end of January to let City Staff know that the 65% and the subsequent 95% plans will be completed by July or late August.

NUA staff met with Plummer engineers on August 15, 2025 about finalizing the 65% plans. Plans are expected in September.

In September 2025, the need for additional survey along the I-35 crossing was identified. Plummer will perform the additional survey work, as well as procure easement documentation for two buildings in the project alignment under an amendment for this project that will be executed in November 2025.

The amendment for additional survey was approved in the November 25, 2025 City Council Meeting. Plummer will now conduct the additional survey, and procure the easement documentation for the two buildings in the project alignment.

In December 2025, Plummer continued to develop the 65% plans and has proceeded with the additional survey amendment. 65% plans are anticipated in the first quarter of 2026.

Plummer delivered the 65% plans in the second week of February 2026, and these plans and specifications were reviewed and commented on by NUA staff.

Staff met with Plummer to discuss comments regarding the 65% plans on March 23, 2026.

As of May 2026, Plummer is discussing the currently proposed alignment with ODOT with regard to how and where it crosses 1-35. ODOT has plans for a new 1-35 exit/entrance in the future at Tecumseh and 1-35 that may affect the alignment.

Final plans have been received and staff will be meeting with Plummer on July 13, 2026 for a review workshop.

Following the final workshop in July, staff are working with Plummer on construction permit submissions at both ODEQ and ODOT. This project is expected to be ready to bid in November or December 2026.

Final Plans were received on September 4, 2026. Once ODEQ has finished their review, this project can be bid out. The anticipated bidding period is December 2026.

Plans are still under ODEQ review as of the end of September 2026.

ODEQ Permit to Construct was received in October 2026. Easement adjacent to Southwest Wire will be acquired so the project can proceed to bidding in December.

Engineer: Plummer *(Robert Weinert)*

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a $500,000 grant under the Watersmart program or a $2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals were received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff was held in June.

Radio network is installed and meters are communicating and reading on the system. Integration work for software is ongoing. Meter upgrades are about 99.5 percent complete and approximately 43,000 meters have been upgraded to date. Additional inventory was received in June and the contractor is replacing the previous meters. Meters were fully installed in September. The Customer Engagement Portal became active on June 24, 2026, and the active customer portal accounts just went above 13,700 or just under 30 percent of the customers. NUA accepted and approved final project on October 27, 2026.

Consultant: E Source (Alyssa Pourciau)

Well Field Blending and Future Groundwater Treatment Site (WA0214):

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines ($NHCL_2$) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of $95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for $16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of $800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of $528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. An additional sum of $49,286 was added to the contract for work needed to improve the design following public comments. The Planning Committee and City Council approved the revised platting/zoning for the location. The Engineering Report has been submitted to the ODEQ for review. The Engineer has completed the final design for the project. The ODEQ has approved the Engineering Report; the bidding documents have been submitted for the ODEQ Construction Permit..

Site Evaluation Engineer: Carollo Engineering, Inc. (Tom Crowley & Rebecca Poole)
Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)
Disinfection System Engineer: Plummer Associates (Jason Laubaucher)

Well Line Extensions (WA0214):

The Groundwater Treatment Facility (GWTF) is currently under design to provide disinfection and disinfectant residual to better protect the quality of the water for customers. In order to get water to the facility for chemical addition, water extensions from the well fields are necessary. Additionally, sections of line are proposed to ensure increased resiliency by eliminating single points of failure in the water network feeding the proposed GWTF. This project includes the extension of approximately 13,000 linear feet of 12, 16, and 24-inch water lines.

On July 17, 2025, the Norman Utilities Authority (NUA) issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various projects. Several firms were selected for various projects but Plummer Associates, Inc. (PAI) was selected for the water well line extensions.

Engineer: Plummer Associates, Inc. (Chris Ferguson)

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed. Line Maintenance has continued to complete service line inventories and, based on the results of the surveys and discussions with the ODEQ, the estimated number of unknowns was reduced to approximately 4,500 services. The final inventory was submitted to the DEQ on October 16, 2024. Service line verification was completed for Norman schools and as requested by Voda.AI for their analysis. Staff is working with Voda regarding the updated analysis for potential presentation to the ODEQ.

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of $93,800 on June 22, 2021. A kick-off meeting was held on February 15, 2022 after 60% streetscape plans were completed. Additional items were added to the project so an amendment will be brought to City Council for approval. This project will be completed in combination with the Public Works project to reduce overall restoration costs and impacts to the public. Project was bid but was over budget for the roadway portion of the work. Project advertised for bidding and bids were opened on June 11, 2026. Contract award to Southwest Water Works, LLC occurred on June 23, 2026. Work is completed from Duffy up to Comanche.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water mater plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of $95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. ODOT has bid the project and awarded contract. Water line installation on this project is currently ongoing with all of the 12-inch water line installed from Timberdell to Lindsey. The 24-inch water line installation began in August 2026 and the installation was completed to the south side of Imhoff with only testing remaining to tie the line into service. All water line installation is complete for this project.

Water Line Desktop Condition Assessment (WA0337): This contract provides for our consultant, Voda.AI, to complete a desktop condition assessment of the water lines within the distribution system. Each segment of water line within the City's database will be evaluated and scored for both likelihood and consequence of failure using information from GIS databases such as pipe age, material, soil conditions, and other factors relevant to pipe reliability. To prove their model's validity for our system, the model will be set up using historical data and the analysis will then be performed and compared against actual results for a test year. Staff have been working with the consultant to provide data and working through data cleanup. Initial results were provided in November. Staff reviewed the information in December and had modifications/corrections. Updated information provided and staff have reviewed the information. The project will be continued for the next 4 years with the information used as an input to identify future projects. Results for FYE 26 have been received and staff is utilizing information to create future projects.

Consultant: Voda.AI

Flood Water Line from Franklin to Huettner (WA0338): The existing 12-inch water line along Flood Avenue has experienced multiple failures impacting service to customers. This line was installed in the 1950s, and the segment from Robinson Street to Franklin Road was replaced 2022. However, the segment from Franklin Road northward has not yet been replaced. This project will replace the line from Franklin Road north to Huettner Road which is the southern extent of the area to be impacted by the interchange modifications for the East-West OTA Connector at Interstate 35. The project includes the replacement of approximately 3,500 linear feet of 12-inch water line to improve system reliability and reduce future maintenance needs.

Consultant: STV

SANITATION CAPITAL PROJECTS:

Compost Facility Scale House (SA0019):
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of $30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to $39,000. The engineer requested an increase of $4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of $43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage (TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. As of the first week in March 2024, City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project.

A discussion with Tricore took place on October 2, 2024 and they requested for Norman Utilities Staff to begin compiling bid documents. Bid documents are expected to be completed in November with the bidding process beginning in December. This project doesn't have the same priority as projects with federal or state funding window constraints such as the WRF Aeration Blowers and Biosolids CEC project, or projects that will have a greater impact on Norman residents such as the Danfield WL Replacement and SMP-18, which have all required significant input from the NUA in the period originally designated for producing the bid documents in October.

This project is expected to go out for bid in January or early February 2025. A request was made for Tricore to tender plans to Development Services for review while the bidding documents are finalized and the bidding process begins.

The project went out for bid in January and bid opening will be on March 20, 2025. As of March 2025, received bids are being evaluated before proceeding.

Following the evaluation of bids, Contract and Bonds have been sent to the lowest bidder WL McNatt & Company in the amount of $1,787,506. This exceeds the budget for this project, and a change order has been negotiated and sent to WL McNatt & Co., reducing the scope of work on this project to bring costs into alignment with budgetary constraints. The contract and change order for this project is expected to be awarded and approved in the last City Council regular meeting in May.

Contract was awarded at the May 27, 2025 City Council Regular Meeting and contract documents signed by Co personnel were received on June 4, 2025. A preconstruction meeting will be held in June 2025 where a construction schedule will be set.

As of July 2025, submittals are undergoing the approval process with mobilization to follow.

As of October 2025, submittals are being reviewed by City Staff. Construction will not begin until submittals have been reviewed and approved.

As of November 2025, submittals have been reviewed and approved. Work will begin on the compost facility scale house in late November or early December.

The contractor is reviewing the grading plan CAD files before breaking ground on the project. The work will begin the second week of December 2025.

On December 29, 2025 construction began for this project. Construction began with pouring the foundation of the new compost facility building, and the facility has remained open during this portion of the construction.

In January 2026, the contractor completed the pour of the scale house foundation. Change Order No. 2 was executed on March 10, 2026, to provide supplemental structural engineering plan sheets as well as additional metal structural materials for the roof. Work on the project is currently ongoing.

As of May 2026, the metal framing has been completed and WL McNatt is now working on integrating electrical utilities while completing the non-metal portion of framing the new building.

In July 2026, the sidewalk surrounding the building and the remaining concrete driveway was poured. WL McNatt worked with OG&E on scheduling the installation of the new transformer for the new compost building. The electrical install work is expected to take place in late August or September.

In August 2026, OG&E received payment for their electrical infrastructure work, but the work has not yet been scheduled by OG&E.

OG&E has completed most of their work, but need to connect the building to the infrastructure they installed. Concrete pours for the driveway will occur in October, as well as installation of access controls and security measures.

As Of October 2026, we are approximately one month away from completion of the construction of the new building and surrounding pavement. Work is expected to be completed before Thanksgiving in 2026.

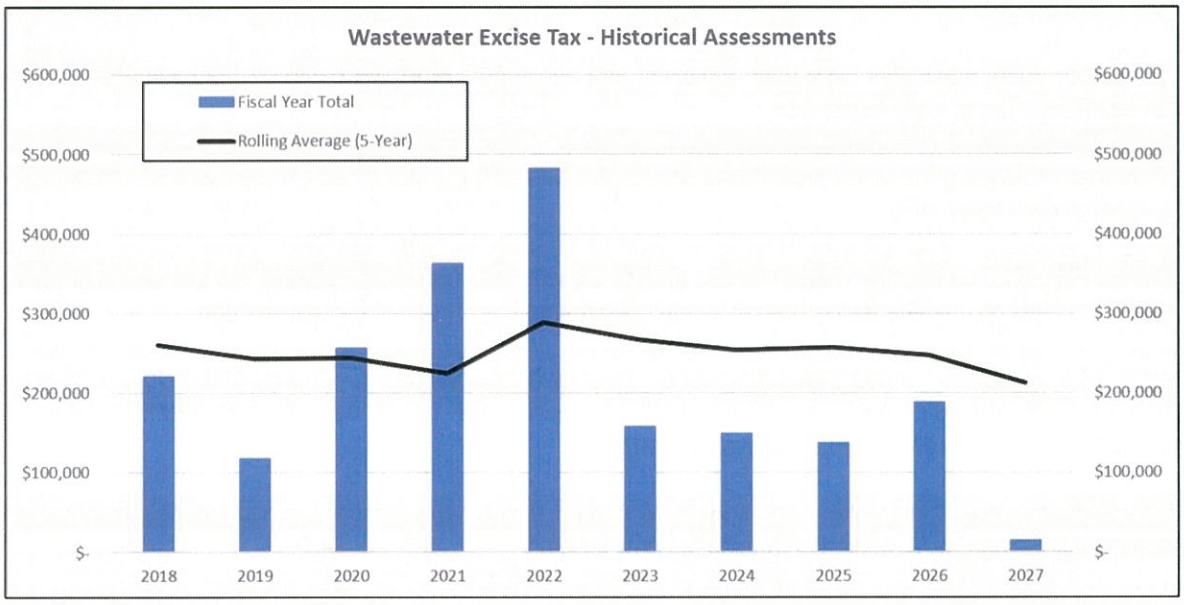
Engineer: TriCore Group, LLC (Greg Vance)

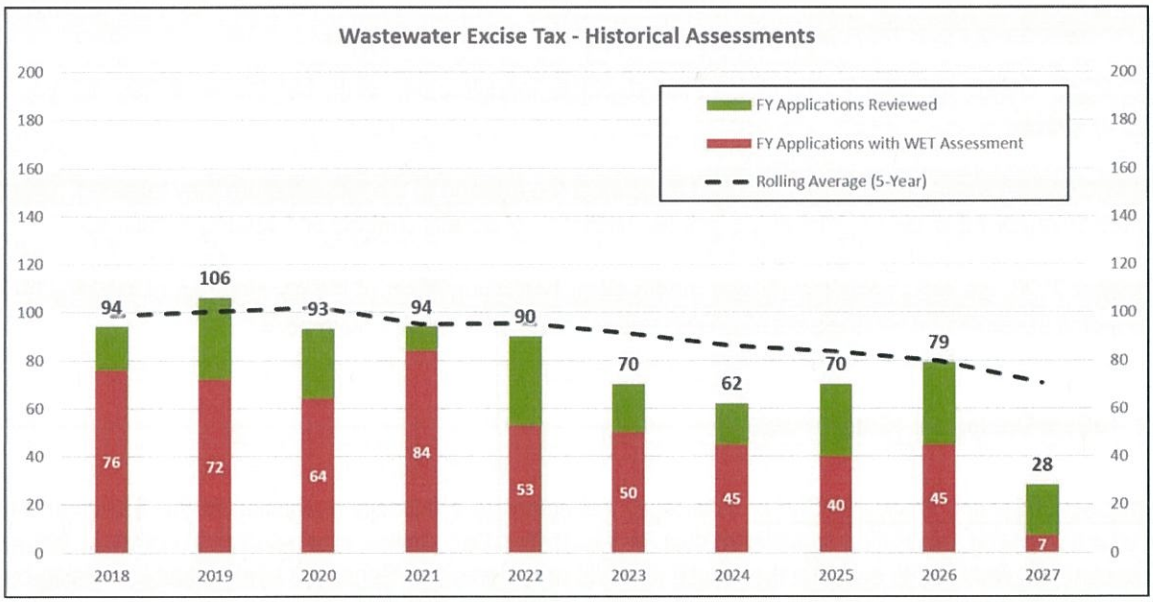
Sanitation Cost-of-Service Study (SA0025): This study will complete a financial evaluation of the Sanitation Fund. Raftelis, who has performed several financial studies for the Utilities Department, was selected to complete this work. Under this contract, Raftelis will evaluate the overall financial condition of the Sanitation fund amidst increasing costs. In summary, this study will develop a financial plan based on historical revenues and anticipated operating and capital expenditures, assess costs for service for various customer classes and services provided to sanitation customers, evaluate the current rate structure and prepare recommended modifications or increases to eliminate customer class subsidies and/or meet requirements for the financial plan; and present information to City Council. Contract was awarded by City Council on January 23, 2024. Raftelis will provide an updated report with additional information re

quested by Council for rural recycling. NUA will be presented with findings at November 17th meeting.

Wastewater Excise Tax – Non-Residential:

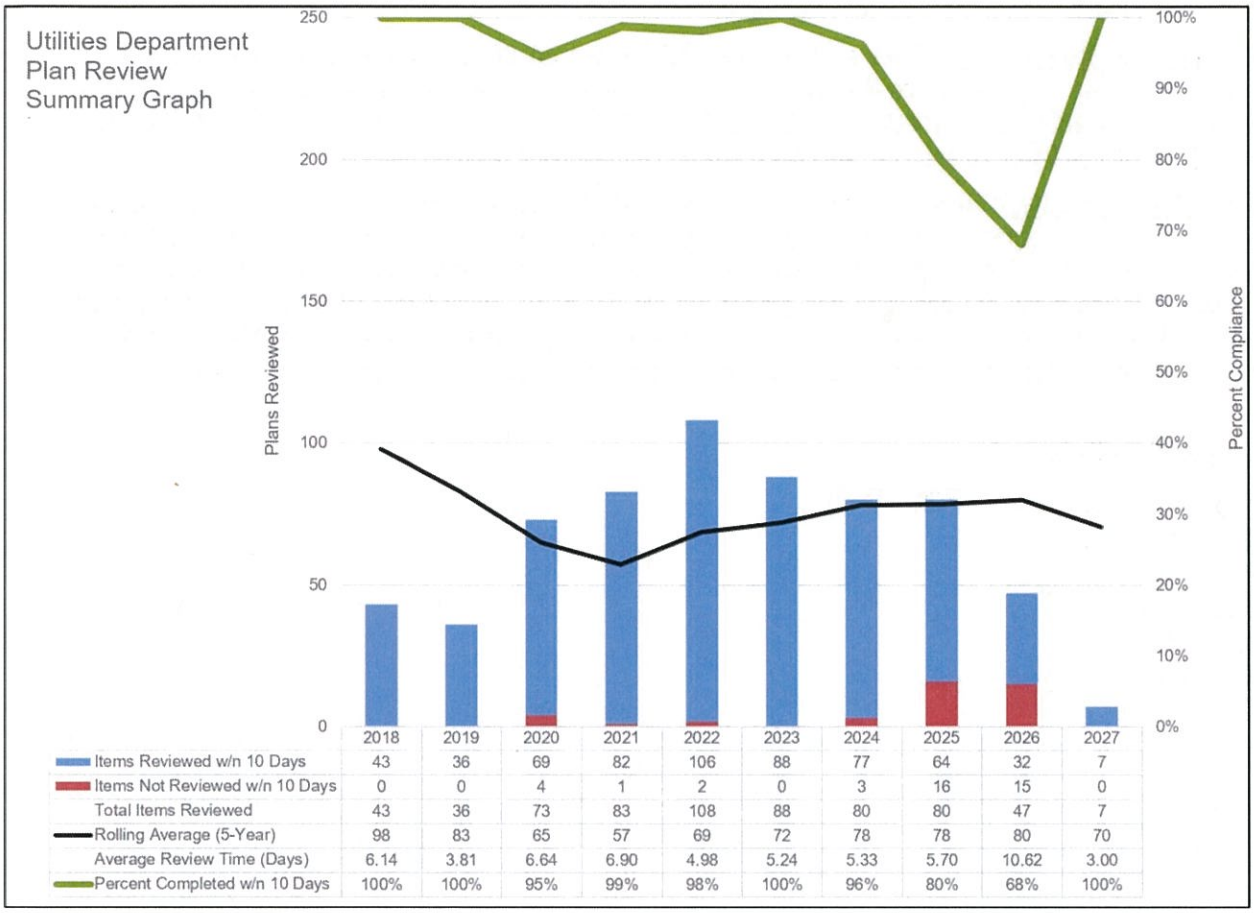
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on nine commercial entities last month. Three applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 28 commercial properties have been reviewed and a total of $14,396.73 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed.





PLAN REVIEW:

No plan sets were reviewed this past month. Staff has reviewed 7 plans for the current fiscal year with an average review time of 3 days and with 100 percent of plans reviewed within 10 days.



	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Items Reviewed w/n 10 Days	43	36	69	82	106	88	77	64	32	7
Items Not Reviewed w/n 10 Days	0	0	4	1	2	0	3	16	15	0
Total Items Reviewed	43	36	73	83	108	88	80	80	47	7
Rolling Average (5-Year)	98	83	65	57	69	72	78	78	80	70
Average Review Time (Days)	6.14	3.81	6.64	6.90	4.98	5.24	5.33	5.70	10.62	3.00
Percent Completed w/n 10 Days	100%	100%	95%	99%	98%	100%	96%	80%	68%	100%

RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of $697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is $0.00 of potential $61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is $65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed $27,212 on 04/15/20; total payback to date is $87,074 of original project cost of $346,134.

6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of $15,717.09 paid 12/15/15; total of $15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed $28,540 on 04/24/20 and UNP was billed $32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

Five permits were issued in October 2026.

- PRWL202604372
- PRWL202604439
- PRWL202604509
- PRWL202604512
- PRWL202604734

DOERS

DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY

MONTHLY REPORT

OCT 2026

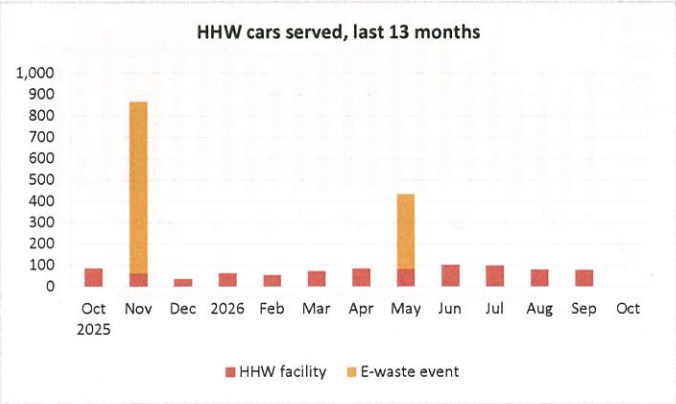
FY 2027, Q2

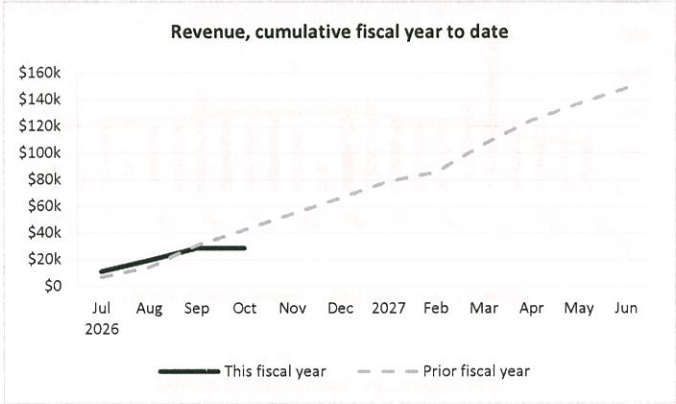
METRIC	OCT 2026		CHANGE	FY 2027 TO DATE	12-MONTH ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Oct 2026 (4 months)*	*Nov 2025-Oct 2026*
STORMWATER - CONSTRUCTION SITES					
Inspections conducted	99	97	+2.1%	397	1,206
Active construction sites	96	98	-2.0%	*n/a*	*n/a*
Earth change permits issued	5	3	+66.7%	8	39
Enforcement actions - total	0	0	-	0	0
STORMWATER - INDUSTRIAL SITES					
Inspections conducted	0	-	-	3	-
Active industrial sites	4	-	-	*n/a*	*n/a*
Industrial permits issued	0	-	-	0	-
Enforcement actions - total	0	-	-	0	-
MS4 PROGRAM					
Public inquiries received - total	30	13	+130.8%	118	386
Action Center	7	6	+16.7%	29	91
PW Stormwater	2	0	-	4	12
Direct calls	4	1	+300.0%	20	87
Other channels	17	6	+183.3%	62	193
Inquiries tagged as a complaint	12	-	-	12	-
MCM 3 - outfall inspections	31	0	-	31	95
MCM 5 - post-construction inspections	0	45	-100.0%	138	222
MCM 6 - good housekeeping inspections	0	0	-	0	24

METRIC	OCT 2026		CHANGE	FY 2027 TO DATE	12-MONTH ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Oct 2026 (4 months)*	*Nov 2025-Oct 2026*
PRETREATMENT / FATS, OILS AND GREASE (FOG)					
FOG inspections	29	32	-9.4%	128	334
Food license approvals	3	2	+50.0%	10	29
Grease removed from interceptors (gal)	28,000	38,160	-26.6%	192,925	953,502
SIU inspections	-	0	-	1	-
SIU sites sampled	-	12	-	0	-
Table II monitoring completed	-	0%	*n/a*	*n/a*	*n/a*
Table III monitoring completed	-	25%	*n/a*	*n/a*	*n/a*
HOUSEHOLD HAZARDOUS WASTE					
Cars served - total	-	87	-	255	-
Material collected - total (lb)	-	4,520	-	15,532	-
Motor oil collected (gal)	-	120	-	940	-
Antifreeze collected (gal)	-	0	-	155	-
Cooking oil collected (lb)	-	0	-	0	-
Tires collected (ea)	-	261	-	972	-
Sharps disposals	-	8	-	25	-
Swap shop visits	-	17	-	24	-
Reusables collected (lb)	-	258	-	419	-
Reusable items added to swap shop (ea)	-	123	-	95	-
Reusable items taken from swap shop (ea)	-	163	-	91	-
Pounds collected per car served	-	51.95	-	60.91	-
REVENUE					
FOG program	-	$ 100.00	-	$ 1,150.00	-
Industrial surcharge	-	$ 11,719.39	-	$ 27,070.23	-
Lab analysis recovery	-	$ -	-	$ -	-
Industrial discharge permit fees	-	$ -	-	-	-
Earth change permit fees	-	-	-	$ 110.00	-
TOTAL REVENUE	-	$ 11,819.39	-	$ 28,330.23	-
SUSTAINABILITY					
Food waste diverted (lb)	-	462	-	1,860	-
Solar generation - total (kWh)	219,416	241,270	-9.1%	1,027,421	3,038,018
CO2 emissions avoided (tons)	158.7	174.5	-9.1%	743.2	2,197.7

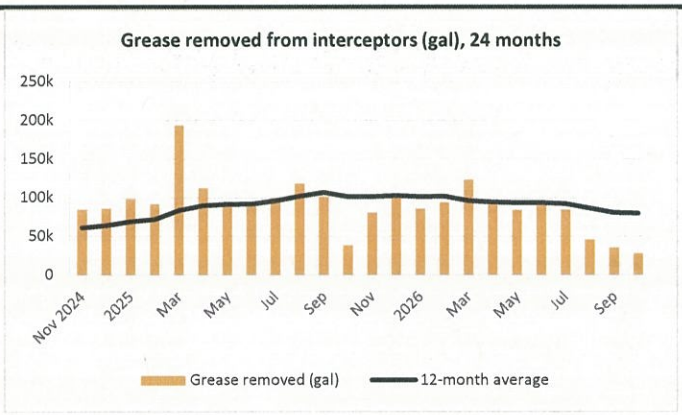
METRIC	OCT 2026		CHANGE	FY 2027 TO DATE	12-M ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Oct 2026 (4 months)*	*Nov 2025-Oct 2026*

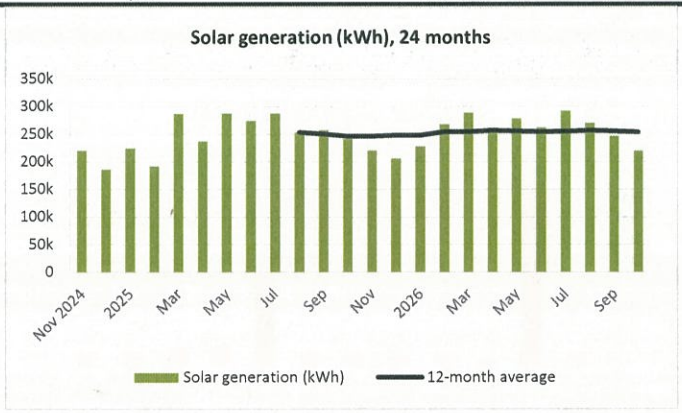
TRENDS

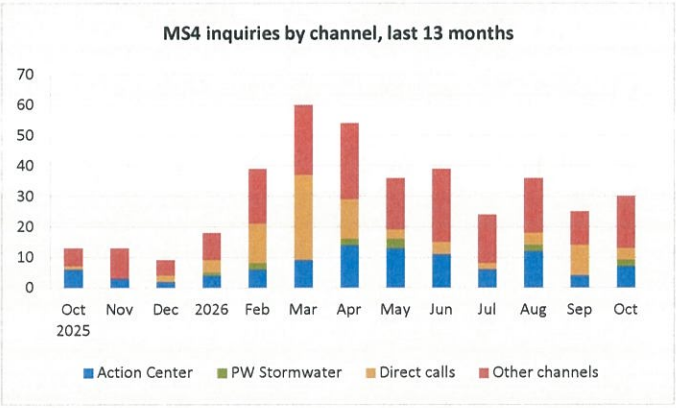




METRIC	OCT 2026		CHANGE	FY 2027 TO DATE	12-M ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Oct 2026 (4 months)*	*Nov 2025-Oct 2026*







ENVIRONMENTAL CONTROL ADVISORY BOARD - ACTIVITIES

Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.

Beginning planning stages for MCPA review.

Deciding new topics for concentration, like commercial lighting.

Working on recommendations for lighting best practices

JD Epperson spoke about Cross-connection Control.

DIVISION ACTIVITIES

On October 5-9, Loudenback and Chao attended the INMC Conference in Cuneo, Italy.

On October 9, Loeffelholz and Wright facilitated a cleanup with Hitachi at Griffin.

On October 17, Loudenback, Gates and Wright facilitated a Tree Walk and Cleanup at Sutton Wilderness with Parks.

On October 19, a kickoff meeting with EECBG Administrators was held to restart the delayed program.

On October 22, FOG cross-training was held for the ECS group.

On October 23, Boteler graduated from the TWLA Program

METRIC	OCT 2026		CHANGE	FY 2027 TO DATE	12-M ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Oct 2026 (4 months)*	*Nov 2025-Oct 2026*
On October 25, the LTB Workshop and Cleanup Event was held at the Lake Thunderbird State Park.					
On October 26, Carrington Place project meeting (for LTWA) was held with Garver.					
On October 28, Chao facilitated a volunteer workday at Lahoma Grove.					
On October 29, Chao and Loudenback facilitated a work evening at Lahoma Grove.					
On October 29, members of DoERS attended the KOB Environmental Excellence Celebration.					
On October 30, DoERS facilitated the Spooky Sustainability Scramble.					

UPCOMING ACTIVITIES
Great Plains Stormwater Conference - March 31
H2Oklahoma - April 1 - Ruby Grant Park

ONGOING PROJECTS
Line Maintenance Solar Panel installation
EECBG TA Program activities
Sequoyah Trails Pond Retrofit

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

	FYE 2027		FYE 2026	
October 2026	MONTH	YTD	MONTH	YTD
New Meter Sets:	**18**	**130**	**27**	**113**
Number Short Sets	18	130	27	112
Number Long Sets	0	0	0	1
Average Meter Set Time	8.33	6.49	4.26	5.73
Number of Work Orders:				
Service Calls	405	1,820	460	1,982
Meter Resets	0	0	0	3
Meter Removals	2	19	4	26
Meter Changes	4	42	20	68
Locates Completed	549	2,414	621	2,520
Number of Water Main Breaks	23	68	18	63
Average Time Water Off	1.77	2.20	3.13	1.96
Number of Water Leaks	67	238	80	304
Fire Hydrants:				
New	0	0	0	1
Replaced	0	4	0	2
Maintained	45	344	73	342
Number of Valves Exercised	133	663	297	698
Feet of Main Construction	0	0	20	360
Hours of Main Construction	0	0	240	572
Meter Changeovers	0	0	4	4
OJI's	0	0	0	2
Hours Flushing/Testing New Mains	7.20	64	26	95
Hours Worked Outside of Division	0.00	0.00	0	0

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
SEWER MAINTENANCE

	FYE 2027		FYE 2026	
October 2026	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	2	7	0	5
Property Owner Responsibility	30	73	21	73
TOTAL	32	80	21	78
Number of Feet of Sewer Cleaned:				
Cleaned	67,176	272,870	94,362	380,029
Rodded	2,554	11,613	3,651	10,750
Foamed	0	61,384	0	60,012
SL-RAT	0	0	0	0
TOTAL	**69,730**	**345,867**	**98,013**	**450,791**
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	1	1	0	1
Obstruction	0	0	0	0
Private	1	4	1	4
Other (Lift Station, Line Break, etc.)	0	2	0	0
Total Overflows	**2**	**7**	**1**	**5**
Feet of Sewer Lines Televised	28,172	118,082	33,957	126,722
Locates Completed	218	1,155	295	1,222
Manholes:				
Inspected	786	4,220	1,173	5,025
New	0	0	1	1
Raised	0	3	0	27
Repaired	0	8	1	14
Feet of Sewer Lines Replaced/Repaired	25.00	42.00	0	40
Hours Worked at Lift Station	60.73	196.90	48	163
Hours Worked for Other Departments	3.07	22.67	1.67	16.62
OJI's	1	3	2	3
Square Feet of Concrete	0	0	0	198
Average Response Time (Minutes)	24.00	26.63	27.00	25.04
Number of Claims	0.00	0.00	0.00	0.00

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2026

Flow Statistics

	FYE 2026		FYE 2025	
	This Month	YTD	This Month	YTD
Total Influent Flow (M.G.)	327.9	1220.3	309.9	1342.9
Total Effluent Flow (M.G.)	316.1	1194.7	299.2	1284.4
Influent Peak Flow (MGD)	20.2	20.2	10.0	25.0
Effluent Peak Flow (MGD)	21.2	21.2	9.7	24.2
Daily Avg. Influent Flow (MGD)	10.6	10.6	10.6	11.2
Daily Avg. Effluent Flow (MGD)	10.2	10.2	10.4	10.9
Precipitation (inches)	7.4	22.8	0.3	14.3

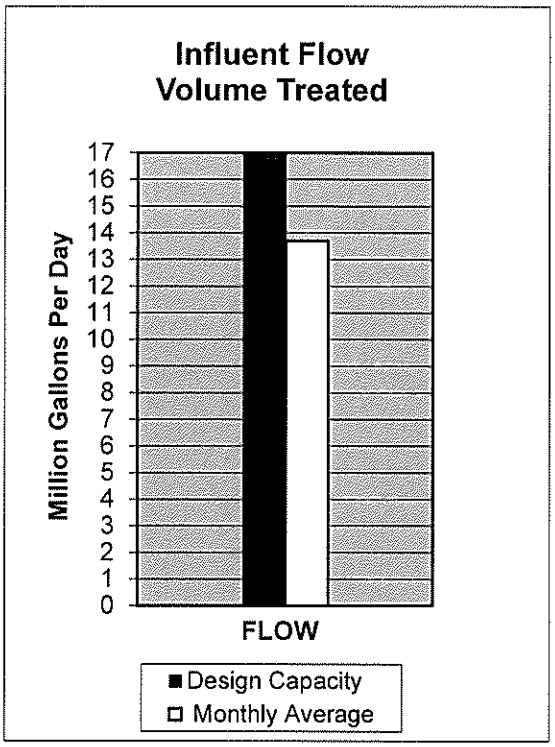
Discharge Monitoring Report Stats	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	161	157
Effluent Carbonaceous Total	2.2	2
Percent Removal	98.6	98.7
Total Suspended Solids:		
Influent (mg/L)	236	188
Effluent (mg/L)	3.8	6
Percent Removal	98.3	96.8
Dissolved Oxygen:		
Influent (min)	0.5	0.3
Effluent (min)	7.8	7.0
pH		
Influent (Low)	6.6	6.8
(High)	7.6	7.2
Effluent (Low)	6.5	6.9
(High)	7.3	7.4
Ammonia Nitrogen		
Influent (mg/L)	37.1	31.6
Effluent (mg/L)	0.4	0.6
Percent Removal	98.9	98.1

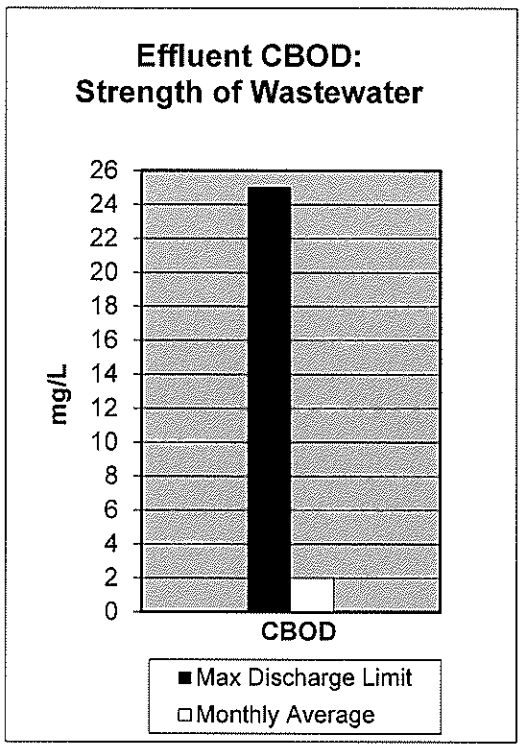
Utilities

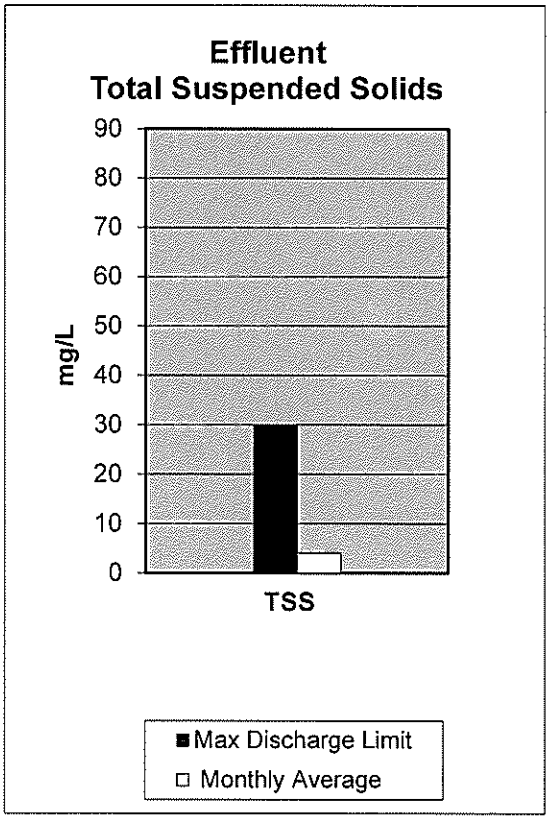
Electrical				
Total kWh Used (Plant wide)	405,200	1,533,672	413,960	1,933,040
Aeration Blowers	126,300	519,200	146,900	531,000
UV Facility	80,400	293,200	73,400	376,400
Natural Gas				
Total cubic feet/day (plant wide)	463,000	1,619,000	293,000	681,000
Public Education (Tours)	21	41	0	0
Total Attendees for FYE 26		41		115
OU Golf Course	3.0	40.9	10.1	69.3

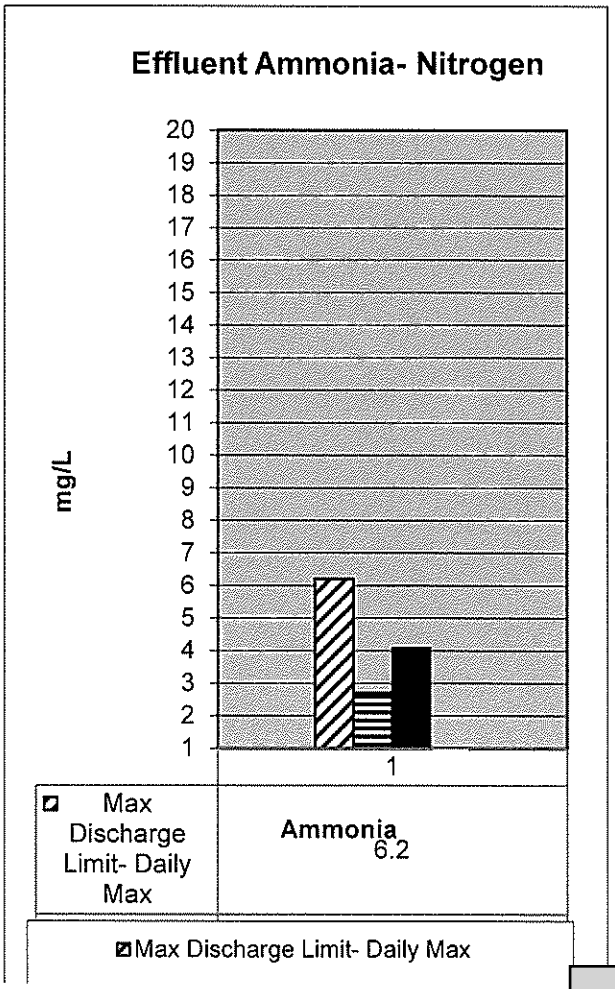
E.coli Geometeric Mean for October 2026 **87 MPN** (Limit is 630)

CITY OF NORMAN
WATER RECLAMATION FACILITY
October 2026









Comments here

CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES

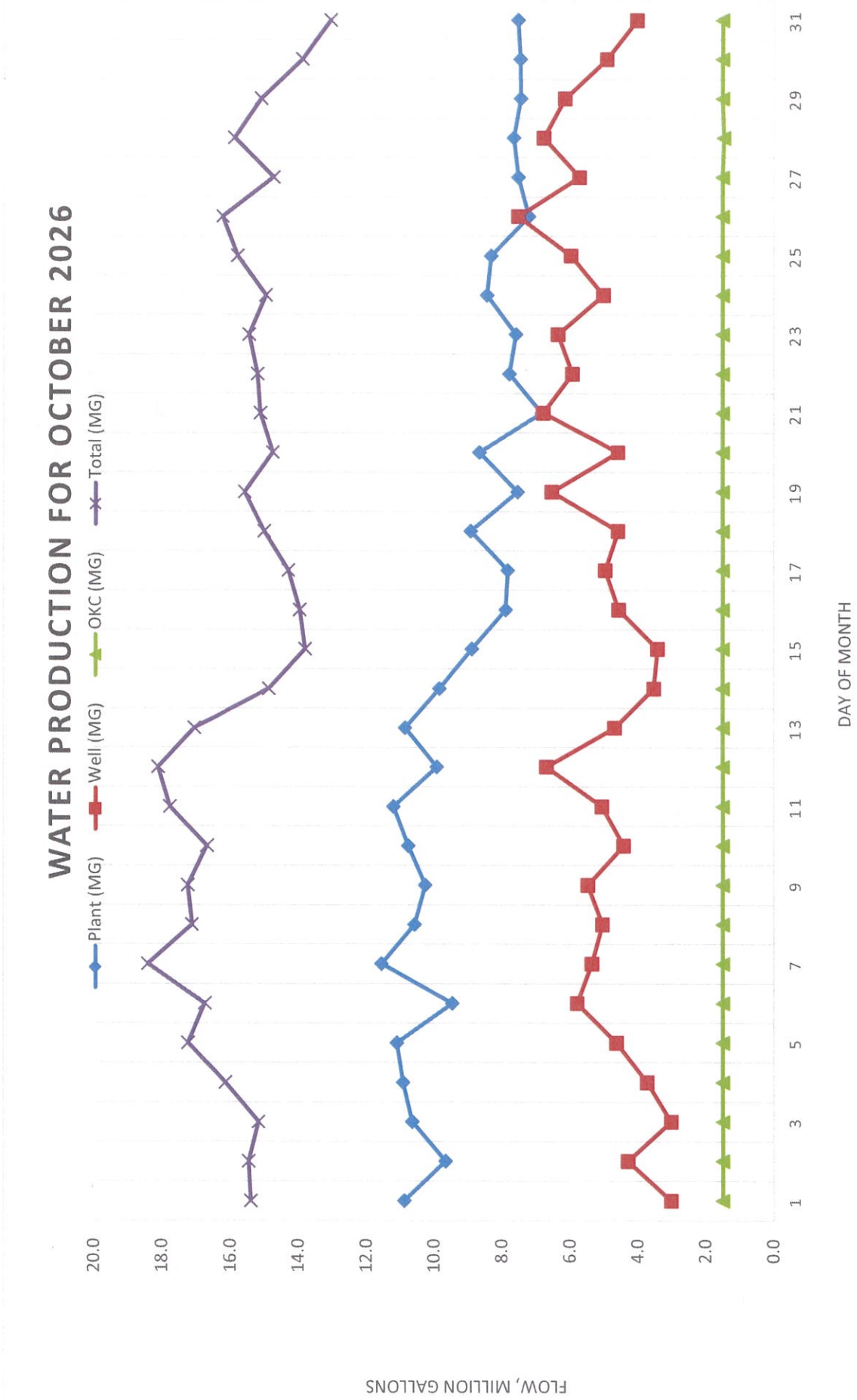
MONTHLY PROGRESS REPORT

WATER TREATMENT DIVISION

MONTH: October-2026

	FYE 2027		FYE 2026	
Water Supply	This month	Year to date	This month	Year to date
Plant Production (MG)	281.06	1684.37	337.13	1674.34
Well Production (MG)	158.81	507.54	124.35	296.43
Oklahoma City Water Used (MG)	46.45	184.79	30.99	123.03
Total Water Produced (MG)	486.32	2376.70	492.47	2093.80
Average Daily Production	15.69	19.32	15.89	17.02
Peak Day Demand				
Million Gallons	18.41	23.89	19.00	21.14
Date	10/7/2026	8/24/2026	10/6/2025	8/18/2025
System Capacity (see note 1)	30.34	30.34	30.34	30.34
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: 2024- system capacity updated to reflect actual firm capacity from all sources				
Costs				
Plant	$777,634.05	$3,207,148.31	$723,465.78	$2,931,156.16
Wells	$260,273.84	$1,086,097.17	$244,835.06	$893,726.14
OKC	$154,657.33	$636,287.46	$119,660.61	$446,727.88
Total	$1,192,565.22	$4,929,532.94	$1,087,961.45	$4,271,610.18
Cost per Million Gallons				
Plant	$2,766.75	$1,904.06	$2,145.96	$1,750.63
Wells	$1,638.88	$2,139.94	$1,968.86	$3,015.02
OKC	$3,329.69	$3,443.23	$3,861.39	$3,630.96
Total	$2,452.20	$2,074.11	$2,209.18	$2,040.12
Water Quality				
Bacterial Samples in Compliance	100	400	100	400
Bacterial Samples out of Compliance	0	0	0	0
Total number of inquiries (Note 2)	1	4	1	5
Total number of complaints (Note 2)	3	31	0	17
Number of complaints per 1000 service connections	0.07	0.75	0.00	0.41
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	4	0	5
Public Education				
Number of tours conducted	1	7	4	13
Number of people on tours	25	119	59	183

Notes:
Replaced bleach pump at Well 31 and returned well to service.
Repair motor starter at Well 49


WATER PRODUCTION FOR OCTOBER 2026
Plant (MG)
Well (MG)
OKC (MG)
Total (MG)
FLOW, MILLION GALLONS
20.0
18.0
16.0
14.0
12.0
10.0
8.0
6.0
4.0
2.0
0.0
1
3
5
7
9
11
13
15
17
19
21
23
25
27
29
31
DAY OF MONTH

COMPOST MONTHLY REPORT

OCTOBER 2026

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	268.85
LANDFILL TIPPING FEE'S	$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 5,847.49
TONS BROUGHT IN BY PUBLIC:	1,120.00
TONS BROUGHT IN BY CONTRACTORS :	5,616.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	
LANDFILL TIPPING FEE'S	$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 146,508.00
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 152,355.49
REVENUE COLLECTED FROM COMPOST SALES:	**$40.00**
REVENUE COLLECTED FROM GATE SALES:	**$7,020.00**
TOTAL TONS COLLECTED	**7,004.85**

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.	100	0
ROAD & CHANNEL	0	0
LINE MAINTENANCE	0	0
STREET DEPT.	0	0
WATER TREATMENT	0	0
MURPHY PRODUCTS OKC	100	0
SELF LOADING BIN	200	0
DRYING BEDS	1,000	
COMPOST SOLD BY CUBIC YARDS	0	18
MULCH SOLD BY CUBIC YARDS	100	
TOTAL:	1,500	18

CURBSIDE MONTHLY RECYCLING REPORT

Oct-26

PROGRAM STATISTICS	
	AVERAGE MONTH
SET OUT/PARTICIPATION RATE:	99%
AVERAGE TONS PER DAY :	14.89
POUNDS PER HOME:	17.01

COMMODITY BY TON		
	% of Total	**TONS**
ALUMINUM BEVERAGE CAN	2.10%	8.77
#1 PET	5.50%	22.96
NEWS	0.00%	0
GLASS CONTAINERS	5.72%	23.88
MIX PAPER	33.40%	139.42
PLASTIC FILM	0.57%	2.38
#2 NATURAL	0.90%	3.76
#2 COLOR	1.10%	4.59
#3-#7	0.00%	0
METAL	0.82%	3.42
RIGIDS	0.89%	3.72
TIN-STEEL SCRAP	3.30%	13.78
TRASH	28.30%	118.13
OCC	17.40%	72.63
TOTAL	**100.00%**	**417.44**

	MONTH
SERVICE CALLS (MISSES)	4
HOUSESIDE	0
REMINDER	0
SCATTERED	0
MISC.	0
REPAIR	2
NEW	33
ADD	5
MISSING	4
EXCHANGE	0
REPLACE	7
PICK UP	34
TOTAL CALLS	89.00

	MONTH
LANDFILL COST AVOIDANCE	$9,079.32

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2026

	FYE OCT 26	
	MONTH	YR-TO-DATE
Vehicle Accidents	0	0
On The Job Injuries	0	0
Bulk Pickups	52	110
Refuse Complaints	113	785
New Polycarts Requests	40	472
Polycarts Exchanges	8	74
Additional Polycart Requests	73	679
Replaced Stolen Polycarts	18	679
Replaced Damaged Polycarts	47	317
Polycarts Repaired	20	170

MONTHLY TRANSFER STATION REPORT
October 2026

	TONS PER MONTH	REVENUE PER MONTH
O.U.	452.67	$26,678.40
STANDARD GATE	679.08	$72,632.52
RESIDENTIAL	377.62	$13,319.40
MATTRESS		$225.00
TOTALS:	1,509.37	$112,855.32

		MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.		457.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.		8966.34
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.		0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:		0.00
TOTAL LOADS BROUGHT TO LANDFILLS:		457.00
GRAND TOTAL TONS TO LANDFILLS		8,966.34
DISPOSAL COST PER TON (OKC)		$21.75
TIPPING FEE'S FOR DUMPING AT OKC:		$195,017.90
GRAND TOTAL TIPPING FEE'S		$195,017.90
# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:		622.00
# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:		3927.15
# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:		682.00
# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:		3285.26
TOTAL LOADS BROUGHT TO TRANSFER STATION:		1304.00
TOTAL TONS BROUGHT TO TRANSFER STATION:		7212.41
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:		87.73
TOTAL TONS RECEIVED AT TRANSFER STATION		7300.14

Drop Center Report October 2026

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	$ Diverted
ALUMINUM:	$950.00	$0.00	0	0	0%	$21.75	369.97	$8,046.85
PLASTICS:	$0.00	$0.00						
STEEL CANS:	$0.00	$0.00						
MIXED OFFICE PAPER:	$0.00	$0.00						
CARDBOARD:	$20.00	$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer				
	TONS	TONS	Tons	Tons	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.35	0.2	0.6	0.05	1.2	$0.00	$1,140.00	$1,140.00
PLASTICS:	2.82	1.06	4.04	0.17	8.09	$0.00	$0.00	$0.00
STEEL CANS:	0.35	0.2	0.6	0.05	1.2	$0.00	$0.00	$0.00
MIXED OFFICE PAPER:	2.85	1.51	4.91	0	9.27	$0.00	$0.00	$0.00
CARDBOARD:	19.33	11.43	29.23	3.04	63.03	$0.00	$1,260.60	$1,260.60
RECYCLING CENTER TOTALS:	25.7	14.4	39.38	3.31	82.79	$0.00	$2,400.60	$2,400.60

Commercial Cardboard Containers		Compactors		Glass	
TONS	Revenues	TONS	Revenues	TONS	Revenues
59.65	$1,193.00	11.03	$220.60	72.91	$0.00

Expenses	Average hrly+ benefits		$26.78		
	Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
Hours	48	196.5	6	16	266.5
Labor $	$1,285.44	$5,262.27	$160.68	$428.48	$7,136.87
Vehicle cost	$0.00	$0.00	$0.00	$0.00	$0.00

Customer Revenue
$12,264.09

Total All Recycle and Cardboard	
Tons	Revenues
226.38	$3,814.20

Total Recycle Only	
Tons	Revenues
92.67	$1,140.00

Total Cardboard	
Tons	Revenues
133.71	$2,674.20

Revenue	Income	Expense	Net
	$16,078.29	$7,136.87	$ 8,941.42

File Attachments for Item:

10. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF OCTOBER 31, 2026, AND DIRECTING THE FILING THEREOF.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Clint Mercer, Finance Director

PRESENTER: Clint Mercer, Finance Director

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF OCTOBER 31, 2026, AND DIRECTING THE FILING THEREOF.

DATE: November 6, 2026

TO: City Council

FROM: Clint Mercer, Finance Director
REVIEWED BY: Kim Coffman, Chief Accountant / Assistant Finance Director
PREPARED BY: Debbie Whitaker, Municipal Accountant III

SUBJECT: Finance Director's Investment Report

	MONTHLY COMPARISON						ANNUAL COMPARISON			
FUND	MONTHLY BUDGETED INTEREST EARNINGS FYE 27	MONTHLY INTEREST EARNINGS October 2026	MONTHLY % INCREASE (DECREASE)	MONTHLY INTEREST % OF PORTFOLIO HOLDINGS	MONTH-END BALANCE October 2026	MONTHLY % OF PORTFOLIO HOLDINGS	ANNUAL BUDGETED INTEREST EARNINGS FYE27-YTD	INTEREST EARNINGS YTD FYE 27	YTD % INCREASE (DECREASE)	YTD % PORTFOLIO HOLDINGS
GENERAL FUND	$31,620	$20,404	-35.47%	2.92%	6,226,732	2.47%	$379,440	$111,070	-70.73%	4.29%
NET REVENUE STABILIZATION	$4,167	$16,831	303.94%	2.41%	5,212,781	2.07%	$50,000	$62,223	24.45%	2.40%
PUBLIC SAFETY SALES TAX FUND	$4,167	$7,333	76.00%	1.05%	(1,592,094)	-0.63%	$50,000	$19,818	-60.36%	0.77%
HOUSING	N/A	$0	100.00%	0.00%	1,535,000	0.61%	$0	$0	100.00%	0.00%
SPECIAL GRANTS FUND	N/A	$5,952	100.00%	0.85%	8,200,780	3.25%	$0	$25,072	100.00%	0.97%
ROOM TAX FUND	$208	$997	378.63%	0.14%	209,689	0.08%	$2,500	$4,846	93.84%	0.19%
YFAC FUND	$0	$242	0.00%	0.03%	(248,533)	-0.10%	$0	$1,175	0.00%	0.05%
SEIZURES	$42	$3,983	9460.18%	0.57%	1,178,258	0.47%	$500	$16,072	3114.41%	0.62%
CLEET FUND	N/A	$5	100.00%	0.00%	(885)	0.00%	$0	$25	100.00%	0.00%
TRANSIT & PARKING FUND	$0	$1,314	0.00%	0.19%	446,939	0.18%	$0	$15,734	0.00%	0.61%
ART IN PUBLIC PLACES FUND	N/A	$11	100.00%	0.00%	3,501	0.00%	$0	$32	100.00%	0.00%
WESTWOOD FUND	$625	$526	-15.83%	0.08%	808,789	0.32%	$7,500	$1,827	-75.64%	0.07%
WATER FUND	$10,000	$217,612	2076.12%	31.18%	67,682,883	26.86%	$120,000	$767,599	539.67%	29.65%
WASTEWATER FUND	$4,167	$28,455	582.91%	4.08%	8,416,253	3.34%	$50,000	$96,775	93.55%	3.74%
SEWER MAINTENANCE FUND	N/A	$61,286	100.00%	8.78%	19,065,747	7.57%	$0	$226,531	100.00%	8.75%
DEVELOPMENT EXCISE	$5,833	$5,982	2.54%	0.86%	1,395,558	0.55%	$70,000	$19,105	-72.71%	0.74%
SANITATION FUND	$25,000	$36,893	47.57%	5.29%	11,400,550	4.52%	$300,000	$134,304	-55.23%	5.19%
RISK MANAGEMENT FUND	N/A	$8,126	100.00%	1.16%	2,188,236	0.87%	$0	$10,752	100.00%	0.42%
CAPITAL PROJECTS FUND	$58,333	$176,911	203.28%	25.35%	85,973,746	34.12%	$700,000	$687,613	-1.77%	26.56%
NORMAN FORWARD SALES TAX	$1,250	$27,252	2080.12%	3.90%	10,914,456	4.33%	$15,000	$104,216	594.78%	4.03%
PARKLAND FUND	$833	$3,502	320.24%	0.50%	1,088,874	0.43%	$10,000	$12,496	24.96%	0.48%
UNP TAX INCREMENT DISTRICT	$0	$18,334	100.00%	2.63%	5,942,533	2.36%	$0	$53,989	100.00%	2.09%
CENTER CITY TAX INCREMENT DIST	$167	$24,762	0.00%	3.55%	7,669,197	3.04%	$2,000	$91,252	100.00%	3.52%
SINKING FUND	$2,083	$26,949	1193.56%	3.86%	6,934,215	2.75%	$25,000	$110,635	342.54%	4.27%
SITE IMPROVEMENT FUND	N/A	$190	100.00%	0.03%	58,835	0.02%	$0	$702	100.00%	0.03%
TRUST & AGENCY FUNDS	N/A	$37	100.00%	0.01%	11,339	0.00%	$0	$135	100.00%	0.01%
ARTERIAL ROAD FUND	N/A	$4,048	100.00%	0.58%	1,253,693	0.50%	$0	$14,965	100.00%	0.58%
	$148,495	$697,935	370.01%	100.00%	251,977,071	100.00%	$1,781,940	$2,588,965	45.29%	100.00%

City funds are invested in interest bearing accounts and investment securities, as directed by the City's Investment Policy. Rates of return on these investments relate directly to current Treasury and Money Market rates. Total funds on deposit of $251.98 million as of 10/31/26 are represented by working capital cash balances of all City funds of approximately $118.44 million, outstanding encumbrances of $46.93 million, General Obligation Bond proceeds of $69.57 million, NUA revenue bond proceeds of 6.31 million, NMA bond proceeds of $5.2 million, and UNP TIF reserve amounts of $5.53 million.

INVESTMENT BY TYPE

October 31, 2026

LIST BY TYPE	SEC. NO.	PURCHASED	MATURITY	YIELD	EARNED INTEREST	COST	MARKET
**Checking							
BANK OF OKLAHOMA	GEN'L DEP.			2.05%	$31,932.57	$17,511,561.98	$17,511,561.98
BANK OF OKLAHOMA	WARRANTS PAYABLE					($347,286.98)	($347,286.98)
BANK OF OKLAHOMA	PAYROLL					($4,436,292.81)	($4,436,292.81)
BANK OF OKLAHOMA	COURT BOND REFUNDS					$225,898.53	$225,898.53
BANK OF OKLAHOMA	INSURANCE CLAIMS					$352,029.90	$352,029.90
BANK OF OKLAHOMA	LOCK BOX					$1,928,289.53	$1,928,289.53
BANK OF OKLAHOMA	RETURN CHECKS					($15,302.82)	($15,302.82)
BANK OF OKLAHOMA	PARKS					$0.00	$0.00
BANK OF OKLAHOMA	FLEXIBLE SPENDING					($588.74)	($588.74)
BANK OF OKLAHOMA	WORKERS COMP					($190,263.33)	($190,263.33)
**Subtotal					$31,932.57	$15,028,045.26	$15,028,045.26
**Money Market							
BANCFIRST-NUA	MONEY MKT.			3.66%	$2,668.46	$275,156.27	$275,156.27
BANCFIRST-NMA Room Tax	MONEY MKT.			3.66%	$573.68	$74,606.10	$74,606.10
BANCFIRST-NUA Water	MONEY MKT.			3.66%	$19,152.51	$5,792,330.73	$5,792,330.73
BANCFIRST-NUA Clean Water	MONEY MKT.			3.66%	$2,273.75	$240,397.42	$240,397.42
BANCFIRST-NMA PSST	MONEY MKT.			3.66%	$7,333.18	$1,510,481.17	$1,510,481.17
BANCFIRST-NMA Norman Forward	MONEY MKT.			3.66%	$4,234.53	$3,615,083.35	$3,615,083.35
BANK OF OKLAHOMA UNP TIF	MONEY MKT.			3.68%	$16,947.14	$5,530,103.13	$5,530,103.13
BANK OF OKLAHOMA ARPA	MONEY MKT.			2.07%	$4,029.54	$1,633,814.09	$1,633,814.09
BANK OF OKLAHOMA-Westwood	MONEY MKT.			2.07%	$526.09	$0.00	$0.00
BANK OF OKLAHOMA-CW	MONEY MKT.			2.07%	$23.59	$13,714.65	$13,714.65
BANK OF OKLAHOMA	MONEY MKT.			2.07%	$147.05	$85,546.05	$85,546.05
BANK OF OKLAHOMA	MONEY MKT.			2.07%	$142.99	$83,186.48	$83,186.48
BANK OF OKLAHOMA-SW	MONEY MKT.			2.07%	$29.70	$17,277.70	$17,277.70
BANK OF OKLAHOMA-Opioid Abt	MONEY MKT.			2.07%	$1,775.60	$1,032,952.38	$1,032,952.38
BANK OF OKLAHOMA-Misty Lake	MONEY MKT.			2.07%	$1,130.33	$657,568.77	$657,568.77
BANK OF OKLAHOMA-Parks	MONEY MKT.			2.07%	$242.05	$391,878.00	$391,878.00
BANK OF OKLAHOMA-2023A	MONEY MKT.			2.07%	$39,996.52	$23,235,190.24	$23,235,190.24
BANK OF OKLAHOMA-2023B	MONEY MKT.			2.07%	$16,379.68	$9,275,914.75	$9,275,914.75
BANK OF OKLAHOMA-2024A	MONEY MKT.			2.07%	$17,415.86	$10,076,745.39	$10,076,745.39
BANK OF OKLAHOMA-2026A	MONEY MKT.			2.07%	$17,167.99	$9,987,439.61	$9,987,439.61
BANK OF OKLAHOMA-2026B	MONEY MKT.			2.07%	$29,207.66	$16,991,491.56	$16,991,491.56
BANK OF OKLAHOMA-2026C	MONEY MKT.			2.07%	$0.22	$128.87	$128.87
**Subtotal					$181,398.12	$90,521,006.71	$90,521,006.71
**Sweep/Overnight							
BANK OF OKLAHOMA PORTFOLIO	SHORT TERM			3.65%	$170,386.64	$59,524,988.70	$59,524,988.70
OKLAHOMA CLASS	OK-01-0019-0001			3.99%	$34,488.50	$10,222,553.93	$10,222,553.93
BANK OF OKLAHOMA	ICS ACCT			3.90%	$52,924.37	$16,005,475.98	$16,005,475.98
**Certificate of Deposit							
FIRST FIDELITY BANK	CD	09/30/26	04/30/27	3.93%	$818.75	$250,000.00	$250,000.00
GREAT NATIONS BANK	CD	09/30/26	09/30/27	4.03%	$839.58	$250,000.00	$250,000.00
VALLIANCE BANK	CD	11/30/25	11/30/26	3.75%	$781.25	$250,000.00	$250,000.00
FIRST NATIONAL BANK	CD	12/28/25	12/28/26	3.19%	$656.25	$250,000.00	$250,000.00
**Subtotal					$3,095.83	$1,000,000.00	$1,000,000.00
**U.S. Treasury Securities/Agency Securities							
US T-Bills	912797SK4	12/30/25	10/29/26	3.47%	13,452.78		
US T-Bills	912797SU2	12/30/25	11/28/26	3.45%	14,251.52	5,000,000.00	$4,986,450.00
TVA Note	880591EU2	11/26/25	02/01/27	3.58%	33,244.85	11,175,000.00	$11,137,675.50
US T-Notes	91282CMH1	05/19/26	01/31/27	3.78%	25,276.02	8,000,000.00	$7,999,640.64
FFCB	3133ET4Y0	01/07/26	09/22/28	3.52%	21,976.09	7,500,000.00	$7,349,100.00
FHLB	3130B0TY5	07/27/26	04/09/27	4.10%	22,421.44	5,000,000.00	$5,009,846.55
FNMA	3136GDMM2	07/31/26	07/31/31	4.68%	19,500.00	5,000,000.00	$4,934,150.00
FHLMC	3134HC5S4	08/04/26	08/04/31	4.69%	19,541.67	5,000,000.00	$4,940,093.10
US T-Bills	91282CJA0	09/21/26	09/30/28	4.75%	19,778.11	5,000,000.00	$5,002,929.70
FNMA	3136GDSV6	09/29/26	09/29/31	5.14%	34,266.67	8,000,000.00	$8,002,502.00
					223,709.15	59,675,000.00	$59,362,387.49
TOTAL					697,935.18	251,977,070.58	$225,436,428.16

The Governmental Accounting Standards Board requires the reporting of market values of investment securities. These market values represent the amount of money the security would sell for on the open market, if cash flow demands were such that the security had to be sold. The City of Norman purchases investment securities with the intent of holding them to maturity, as stated in the City's Investment Policy. Only in exceptional circumstances would securities be sold before their maturity, due to cash flow demands or favorable market conditions.

File Attachments for Item:

11. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

office memorandum

DATE: November 10, 2026

TO: Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

FROM: Mike White, Fleet Program Manager

SUBJECT: Renewable Identification Number (RIN) program and Renewable Natural Gas (RNG) Professional Services

Background:
The Renewable Identification Number (RIN) program allows for the accrual and sale of credits generated when Renewable Natural Gas (RNG) is used as a transportation fuel. These credits are purchased by obligated parties to comply with federal Renewable Fuel Standard requirements.

RNG qualifies for **D3 RINs**, the highest-value category of RINs, which are reserved for cellulosic biofuels produced from waste-based sources such as landfill gas and digester gas. These fuels achieve significant greenhouse gas reductions when compared to conventional transportation fuels. When RNG is dispensed through a compressed natural gas (CNG) fueling station, D3 RINs are generated based on the volume and energy content of the fuel dispensed, creating a valuable revenue opportunity for station owners.

Participation in the RIN program requires EPA registration, compliance reporting, RNG procurement, RIN generation, and credit monetization. Professional service providers can assist with these activities, helping organizations maximize the program's financial benefits while supporting the use of lower-carbon transportation fuels.

Discussion:
Black Mesa Advisors, a Tulsa-based consulting firm, recently contacted Public Works staff regarding assistance with a future RNG procurement process. Black Mesa has a team of professionals experienced in assisting CNG station operators with RNG procurement, RIN generation, regulatory compliance, and credit monetization.

During the past year, Black Mesa successfully provided similar services to Oklahoma Natural Gas (ONG). The City's CNG fueling facility dispenses approximately 400,000 gallons annually to both City operations and the public. Based on current market conditions, participation in the RNG program could generate revenue through D3 RIN credits equivalent to approximately 15% to 25% of the total annual fuel volume dispensed.

office memorandum

Under the attached proposal, Black Mesa Advisors will develop and facilitate the Request for Proposals (RFP) process, assist with evaluating proposals, and provide contract negotiation and implementation support for the selection of an RIN broker to sell applicable RIN credits. These services will help position the City to maximize available RIN revenues while ensuring compliance with federal program requirements.

Recommendation:
Staff recommends that the City Manager sign the attached professional services agreement with Black Mesa Advisors in the amount not to exceed $25,000. The proposed project completion date is March 31, 2027. Funding for this project is available in Account No. 10550173-43118.

Reviewed By:
Beth Muckala, Assistant City Attorney III
Scott Sturtz, Director of Public Works

11-13-26
Date

Signature

☑ APPROVED
☐ DISAPPROVED

BY:
☑ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

Cc:
Scott Sturtz, Director of Public Works
Beth Muckala, Assistant City Attorney III
Kim Coffman, Assistant Finance Director

City of Norman
Contract No.: K-2627-98

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into between The City of Norman (OWNER) and Black Mesa Advisors, LLC (CONSULTANT) for the following reasons:

1. OWNER intends to assist in the drafting and administration of a Request for Proposals to secure a Renewable Identification Number (RIN) management vendor (the Project); and,

2. OWNER requires certain professional analysis and engineering services in connection with the Project (the SERVICES); and,

3. CONSULTANT is prepared to provide the SERVICES.

In consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree as follows:

ARTICLE 1 - EFFECTIVE DATE
The effective date of this AGREEMENT shall be 13 day of November 2026.

ARTICLE 2 - GOVERNING LAW
This AGREEMENT shall be governed by the laws of the State of Oklahoma.

ARTICLE 3 - SCOPE OF SERVICES
CONSULTANT shall provide the SERVICES described in Attachment A, Scope of Services, which is incorporated herein by reference. CONSULTANT shall, except as otherwise provided for herein, furnish all professional analysis and engineering services, labor, equipment, and incidentals (SERVICES) as required for this AGREEMENT.

ARTICLE 4 - SCHEDULE
CONSULTANT shall exercise its reasonable efforts to perform the SERVICES described in Attachment A according to the Schedule set forth in Attachment A, Scope of Services, which is incorporated herein.

Subject to Attachment A, it is understood and agreed that the date of beginning, rate of progress, and the time of completion of SERVICES under this AGREEMENT are essential provisions of this AGREEMENT. It is further understood and agreed that the services under this AGREEMENT shall commence upon execution of the AGREEMENT between OWNER & CONSULTANT and after receipt of a written Notice to Proceed from CONSULTANT. The parties mutually agree that time is of the essence in the performance of this AGREEMENT in order for OWNER to have advantage of existing funding.

The parties further agree that CONSULTANT will meet this schedule using standards and procedures for their submissions consistent with those currently used by Engineers practicing in Oklahoma. This schedule excludes the governing agency review time (except as provided above) and any time lost while CONSULTANT is waiting for direction either by government agency or OWNER, and any excusable delays as described in Article 15 of the AGREEMENT.

ARTICLE 5 - COMPENSATION
OWNER shall pay CONSULTANT in accordance with Attachment A, Proposed Fee Structure.

Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

OWNER shall be responsible for all matters described in Attachment B, Owner's Responsibilities. OWNER hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by OWNER to CONSULTANT. If OWNER does not own the intellectual property rights in such plans, documents or other materials, prior to providing same to CONSULTANT, OWNER shall obtain a license or right to use, including the right to sublicense to CONSULTANT. OWNER hereby grants CONSULTANT the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the SERVICES. OWNER represents that CONSULTANT'S use of such documents will not infringe upon any third parties' rights.

ARTICLE 7 - STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the SERVICES as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this AGREEMENT or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the SERVICES.

ARTICLE 8 -INDEMNIFICATION AND LIABILITY

Indemnification. To the extent permitted by law, including the Constitution of the State of Oklahoma, the CONSULTANT and the OWNER each hereby agree to defend, indemnify, and hold harmless the other party, its officers, servants, and employees, from and against any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of the indemnifying party or its subcontractors, if any, in the performance of SERVICES under this AGREEMENT. The indemnity provided by the CONSULTANT in this regard shall extend in favor of the OWNER to any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of any subconsultant hired by CONSULTANT for the Project. The CONSULTANT and the OWNER each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of any such claims. This indemnity is not limited except as provided by applicable Oklahoma law. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this AGREEMENT to be furnished by the CONSULTANT shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to the OWNER at common law.

Survival. The terms and conditions of this Article shall survive completion of the SERVICES, or any termination of this AGREEMENT.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT, CONSULTANT shall maintain Professional Liability Insurance with a limit of $1,000,000 per claim and annual aggregate.

CONSULTANT shall, upon written request, furnish OWNER certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to OWNER. OWNER shall require all Project contractors to include OWNER, CONSULTANT, and its parent company, affiliated and subsidiary entities, directors, officers and

employees, as additional insureds on their General and Automobile Liability insurance policies, and to indemnify both OWNER and CONSULTANT, each to the same extent.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

CONSULTANT shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the PROJECT that are outside of CONSULTANT's reasonable control and/or Scope of Services set forth in Attachment A; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to, or otherwise under the control of the CONSULTANT, to fulfill contractual responsibilities to OWNER or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services. In the event the OWNER requests the CONSULTANT to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to the CONSULTANT for review at least 15 days prior to the requested date of execution. The CONSULTANT shall not be required to execute any certificates or documents that in any way would, in CONSULTANT's sole judgment, (a) increase the CONSULTANT'S legal or contractual obligations or risks beyond the terms of this agreement; (b) require knowledge, services or responsibilities beyond the scope of this AGREEMENT; or (c) result in the CONSULTANT having to certify, guarantee or warrant the existence of conditions whose existence CONSULTANT cannot reasonably ascertain.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Because the CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet project schedules, the CONSULTANT's opinion of probable costs and of project schedules shall be made on the basis of experience and qualifications as a practitioner of its profession. The CONSULTANT does not guarantee that proposals, bids, or actual project costs will not vary from the CONSULTANT'S cost estimates or that actual schedules will not vary from the CONSULTANT'S projected schedules.

ARTICLE 12 - REUSE OF DOCUMENTS

All documents, including, but not limited to, plans, drawings, and specifications prepared by CONSULTANT as deliverables pursuant to the Attachment A, Scope of Services are instruments of service in respect to the PROJECT. They are not intended or represented to be suitable for reuse by OWNER or others on modifications or extensions of the PROJECT or on any other project. Any reuse without prior written verification or adaptation by THE CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT.

ARTICLE 13 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, documents, drawings, and specifications prepared by CONSULTANT and furnished to OWNER as part of the SERVICES shall become the property of OWNER; provided, however, that CONSULTANT shall have the unrestricted right to their use. CONSULTANT shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the SERVICES shall remain the property of CONSULTANT.

ARTICLE 14 - TERMINATION AND SUSPENSION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination

notice to cure or to submit a plan for cure acceptable to the other party. OWNER may terminate or suspend performance of this AGREEMENT for OWNER'S convenience upon written notice to CONSULTANT. CONSULTANT shall terminate or suspend performance of the SERVICES on a schedule acceptable to OWNER, and OWNER shall pay CONSULTANT for all the SERVICES performed. Upon restart of suspended SERVICES, an equitable adjustment shall be made to CONSULTANT'S compensation and the project schedule.

ARTICLE 15 - DELAY IN PERFORMANCE

Neither OWNER nor CONSULTANT shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this AGREEMENT, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this AGREEMENT. CONSULTANT shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances. Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 16 - NOTICES

Any notice required by this AGREEMENT shall be made in writing to the address specified below:

OWNER:

Mike White
Fleet Program Manager
City of Norman
P.O. Box 370
Norman, OK 73070

CONSULTANT

Black Mesa Advisors, LLC
Jennifer Hellman, Manager
12 N Cheyenne Ave, Office 116
Tulsa, OK 74103

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

ARTICLE 17 - DISPUTES

In the event of a dispute between OWNER and CONSULTANT arising out of or related to this AGREEMENT, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute as allowed by applicable law and regulation. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 18 - EQUAL EMPLOYMENT OPPORTUNITY

CONSULTANT hereby affirms its support of affirmative action and that it abides by the provisions of the "Equal Opportunity Clause" of Section 202 of Executive Order 11246 and other applicable laws and regulations, including the City of Norman's policies and provisions. The CONSULTANT affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, gender identity or expression, marital status or familial status, including marriage to a person of the same sex, citizen status, national origin or ancestry, place of birth, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is CONSULTANT'S policy to treat employees equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment. The CONSULTANT further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-1 00 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

ARTICLE 19 - WAIVER

A waiver by either OWNER or CONSULTANT of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 20 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if it did not contain the particular portion or provision held to be void.

ARTICLE 21 - INTEGRATION

This AGREEMENT, including Attachments A, B, C, and D incorporated by this reference, represents the entire and integrated AGREEMENT between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT.

ARTICLE 22 - SUCCESSORS AND ASSIGNS

OWNER and CONSULTANT each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this AGREEMENT and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 23 - ASSIGNMENT

Neither OWNER nor CONSULTANT shall assign any rights or duties under this AGREEMENT without the prior written consent of the other party; provided, however, CONSULTANT may assign its rights to payment without OWNER'S consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this AGREEMENT. Nothing contained in this Article shall prevent CONSULTANT from engaging independent CONSULTANTS, associates, and subcontractors to assist in the performance of the SERVICES.

ARTICLE 24 - NO THIRD PARTY RIGHTS

The SERVICES provided for in this AGREEMENT are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this AGREEMENT shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

ARTICLE 25 – ACKNOWLEDGEMENT

If CONSULTANT has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONSULTANT hereby represents, warrants, covenants to the OWNER that, in accordance with and pursuant to 21 O.S. § 1289.31 AND 74 O.S. § 12001 (i) it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, or is not boycotting an energy company and (ii) will not discriminate against a firearm entity or firearm trade association, or boycott an energy company, during the term of this Agreement.

IN WITNESS WHEREOF, OWNER and Black Mesa Advisors, LLC have executed this AGREEMENT.

DATED this 13 day of November, 2026.

The City of Norman
(OWNER)

Signature _____

Name Darrel Pyle

Title City Manager

Date 11-13-26

Attest:

_____
City Clerk

Black Mesa Advisors, LLC
(CONSULTANT)

Signature _____

Name Jennifer Hellman

Title Manager

Date 11/13/2026

Attest:

_____
Secretary

CITY OF NORMAN CORPORATE SEAL OKLAHOMA

Approved as to form and legality this 13 day of Nov. 2026.

_____
City Attorney

Signatory Notarization

STATE OF Oklahoma, COUNTY OF Tulsa, SS:

Before me, the undersigned, a Notary Public in and for said **Jennifer Hellman** of **Black Mesa Advisors, LLC**, its **Manager**, to me known to be the identical person(s) who executed the foregoing **Agreement for Professional Services K-2627-98** and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 13 day of November, 2026.

My Commission Expires: 07-23-30

ERIC JAMES BLESSING
Notary Public, State of Oklahoma
Commission # 26007511
My Commission Expires 07-23-2030

Notary Public: Eric James Blessing

Black Mesa Advisors City of Norman RIN Project Outline

October 7, 2026

Scope of Services

Work provided by Black Mesa Advisors to the City of Norman will be used to support the development and facilitation of an RFP to secure a vendor for the management of a Renewable Identification Number (RIN) program and Renewable Natural Gas (RNG) supply program to generate additional revenue from the City's existing Compressed Natural Gas (CNG) operations.

- **Phase 1 - Preparation For RFP Process**
  - **Estimated Timeframe: October and November 2026 (Estimated Total Time: 55 to 85 hours)**
    - Review City of Norman's historical CNG operations as it pertains to potential RIN transactions (Estimated time: 5 to 10 hours)
      - Review of dispensed CNG volumes over the last 2 years
      - If applicable, review any anticipated or potential changes in CNG volumes over the next 2 to 3 years
    - Review City of Norman RFP guidelines (Estimated time: 5 to 10 hours)
    - Review potential contract risks for the City of Norman and provide recommendations on specific mechanisms to limit potential contract risks (Estimated time: 5 to 10 hours)
    - Market review and analysis (Estimated time: 10 to 15 hours)
      - Review of key players in RIN transaction space to inform potential list of RFP counterparties
      - Review of recent RIN RFP's put out by municipalities to inform expected range of RIN revenue shares and to inform RFP scoring rubric
    - Recommend list of counterparties for RFP process and, if desired by City of Norman team, set up introductory meetings with each counterparty prior to release of RFP (Estimated time: 10 hours to 15 hours)
    - Draft all required RFP documentation for review by the City of Norman (Estimated time: 20 to 25 hours)
- **Phase 2 - Facilitating The RFP Process**
  - **Estimated Timeframe: December 2026 (Estimated Total Time: 10 to 15 hours)**
    - Support management of RFP process (Estimated time: 10 to 15 hours)
      - Support RFP informational meeting for RFP participants
      - Support Q&A process

- Phase 3 - Evaluation of RFP Responses
  - **Estimated Timeframe: January to February 2027 (Estimated Total Time: 20 to 30 hours)**
    - Review, summarize, and score RFP responses and recommend counterparty with whom to move forward to contracting (Estimated time: 20 to 30 hours)
- Phase 4 - Contracting with Counterparty
  - **Estimated Timeframe: March 2027 (Estimated Total Time: 15 to 30 hours)**
    - Support due diligence of counterparty with City of Norman's legal team (Estimated time: 5 to 10 hours)
    - Support review of contracts and advise on limiting contract risks (Estimated time: 10 to 20 hours)
    - ****Deadline of March 31, 2027 to finalize new RIN transaction partner****

Proposed Fee Structure

Black Mesa Advisors proposes a not to exceed contract fee of : $25,000

This fee is based on Black Mesa Advisors standard billing rate of $200 per hour and the estimated scope of services detailed above.

The total aggregate amount payable to Black Mesa Advisors, including all fees, expenses, and deliverables shall not exceed $25,000, unless explicitly amended in writing by both parties.

Black Mesa Advisors proposes the City of Norman issue a Purchase Order (PO) in the amount of $25,000. Black Mesa Advisors shall submit itemized invoices every 2 weeks for the work actually performed. Approved invoices will be drawn down against the balance of the issued PO. The not to exceed amount of $25,000 is not a guarantee of total payment. The City of Norman will be under no obligation to draw down the full not to exceed amount.

Black Mesa Advisors shall monitor its cumulative billing and shall provide written notice to the City of Norman when the draw down balance reaches 80% of the not to exceed contract fee.

The proposed time frames for each phase are indicative; the exact time frames for each phase will be determined by the City of Norman's internal processes and timelines. Black Mesa Advisors will confirm all target dates with the City of Norman.

Example Of Potential Value Added To City Of Norman From RIN Contract

The table below shows the approximate annual value of a RIN contract tied to the volumes of CNG dispensed at the City of Norman's CNG station for a range of revenue share percentages. Exact values will vary based on the volumes of CNG dispensed, the final contract terms, and market RIN pricing.

City RIN Revenue Share	Approximate Annual Value to City
15%	$210,672
20%	$280,896
25%	$351,120

Assumptions: Approximately 400,000 GGE of eligible transportation CNG per year, approximately 1.33 RINs per GGE, and a D3 RIN price of $2.64 (July 2026 D3 index price).

Main Project Contact

Jenny Hellman, Managing Partner, Black Mesa Advisors, jenny@blackmesaadvisors.com

ATTACHMENT B
OWNER'S RESPONSIBILITIES

Article 6 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

I. OWNER RESPONSIBILITIES

1. Owner shall furnish to CONSULTANT all available information pertinent to PROJECT including previous reports, and any other data relative to design and analysis services of PROJECT.
2. OWNER shall be responsible for all permit fees, if any.
3. OWNER shall examine all studies, reports, sketches, estimate specifications, plan drawings, proposals and any other documents presented by the CONSULTANT and render in writing decisions pertaining thereto. OWNER'S review shall not unreasonably delay SERVICES of CONSULTANT.
4. OWNER shall designate in writing a person to act as its representative in respect to the work to be performed under this AGREEMENT, and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the services covered by this AGREEMENT.
5. As applicable, OWNER shall furnish assistance in locating existing OWNER-owned underground utilities and expediting their relocation in preparation for construction.
6. OWNER shall provide for meeting facilities (or arrange for meeting facilities) for all PROJECT meetings with OWNER or Public Meetings in connection with PROJECT.

II. SPECIAL RESPONSIBILITIES

[NONE]

ACORD

BLACMES-03

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Julie Bird	
Rich & Cartmill, Inc. 2738 E. 51st Street, Suite 400 Tulsa, OK 74105	PHONE (A/C, No, Ext): (918) 293-7148	FAX (A/C, No):
	E-MAIL ADDRESS: jbird@rcins.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Gemini Insurance Company	10833
INSURED Black Mesa Advisors 12 N Cheyenne Ave Office 116 Tulsa, OK 74103-2214	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liab.			VIPL058110	10/23/2026	10/23/2027	Each Claim/Aggregate	1,000,000
A	Professional Liab.			VIPL058110	10/23/2026	10/23/2027	Per Claim Deductible	2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Contract No: K-2627-98

CERTIFICATE HOLDER

City of Norman
201 W Gray St
Norman, OK 73069

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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File Attachments for Item:

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A REQUEST FROM THE NORMAN HOUSING AUTHORITY TO WAIVE THE PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF $24,048.25, FOR FISCAL YEAR ENDING (FYE) 2026.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Karen Canavan, Norman Housing Authority

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A REQUEST FROM THE NORMAN HOUSING AUTHORITY TO WAIVE THE PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF $24,048.25, FOR FISCAL YEAR ENDING (FYE) 2026.

INFORMATION:

The Norman Housing Authority was established in 1974 pursuant to 63 Okla. Statutes Section 1051 et. seq. The mission of the Norman Housing Authority is to provide affordable housing opportunities for low income, handicapped, and elderly citizens of Norman. The Norman Housing Authority operates, among others: Rose Rock Villa located on North Berry Road; Redbud Village, a complex located north of West Rock Creek Road and east of 36th Ave. N.W.; Colonial Estates complex on East Lindsey Street; Jamestown on Vicksburg Court; Crystal Heights on Wren Street and Skylark Court; as well as several other collaborative projects throughout the city including McKinzie Gardens (providing independent living housing units for those with persistent mental illness) and NorthCliff Gardens (providing independent living facilities for the disabled).

Because the Norman Housing Authority is a non-profit entity created under Oklahoma Statutes, they are exempt from payment of most taxes and fees. However, the statutes require these types of entities to make Payments In Lieu Of Tax assessments (PILOT). The PILOT is determined based on the rental income and utility expenses of the Norman Housing Authority. The City entered into a Cooperation Agreement with the Housing Authority and Norman Public Schools in March 1979. This Agreement requires that the annual PILOT be split between the City of Norman and Norman Public Schools. The item coming before Council is a request that the PILOT fees due to the City of Norman be waived for FYE 2026.

DISCUSSION:

On an annual basis, prior Councils have considered waiving PILOT payments in recognition of the Norman Housing Authority's efforts toward providing affordable public housing to the citizens of Norman. It has also been pointed out in the Norman Housing Authority request letter that they have been required to absorb funding cuts from the Department of Housing and Urban Development. For the fiscal year ending on June 30, 2026, the total PILOT due is $48,096.51. Of that, $24,048.25 is owed to the City. The Norman Housing Authority is requesting that the

PILOT payment of $24,048.25 to the City of Norman be waived.

RECOMMENDATION:

As in prior years, in accordance therewith, the above-described item is submitted for City Council's consideration. Staff will be available to answer questions or address concerns.

NORMAN HOUSING AUTHORITY

700 N. Berry Road, Norman, OK 730
Phone 405-329-0933 Fax 405-329-2542

"Affordable Housing...with Vision"

November 09, 2026

City of Norman
P.O. Box 370
Norman, OK 73070

Dear Mayor Holman:

The purpose of this letter is to request the waiver of the Norman Housing Authority's Payment In Lieu of Taxes (PILOT) for fiscal year ended 06/30/26; but I would first like to thank the City of Norman for their continuing support and for the waiver of our PILOT over the past several years. Please know the PILOT assists in paying the utilities and insurance for our properties; and as you know those costs have skyrocketed each year.

The PILOT is based on our rental income and utility expenses. As per the Cooperation Agreement signed in March 1979 between the City of Norman and the Housing Authority, one half of the payment goes to the City of Norman and the other half to the Norman Public Schools.

I have attached a copy of the Computation of Payments in Lieu of Taxes for your information. You will notice the full PILOT is $48,096,51. Of the full PILOT, $24,048.25 is owed to the City of Norman. The remaining $24,048.26 is owed and will be paid to the Norman Public School system.

We are requesting the City of Norman waive the $24,048.25 owed by the Norman Housing Authority.

Your favorable consideration of our request will be greatly appreciated by the NHA Board of Commissioners, Staff, and the families, elderly, and disabled population we serve.

Sincerely,

Karen Canavan
Executive Director

Board of Commissioners

Jeff Cummins, Chairperson, Marianne Ratliff, Vice-Chairperson
Peggy Stockwell, Commissioner, Becky Hunt, Commissioner, Rick McKinney, Commissioner
Karen S. Canavan, Executive Director

Computation of Payments in Lieu of Taxes

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

For Fiscal Year Ended 6/30/2026 OMB Approval No. 2577-0072 (Exp. 11/30/2007)

Public reporting burden for the collection of information is estimated to average .4 hours. This includes the time for collecting, reviewing, and reporting the data. The information will be used for HUD to ascertain compliance with requirements of Section 6(D) of the U.S. Housing Act, which provides for PHA exemptions from real and personal property taxes, and inclusion in the formula data used to determine public housing operating subsidies. Response to this request for information is required in order to receive the beneifts to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control Number.

Name of Local Agency:	Location:	Contract Number:	Project Number:
Norman Housing Authority	Norman, Oklahoma		OK139

Part I - Computation of Shelter Rent Charged.		
1. Tenant Rental Revenue (FDS Line 703)	$	587,243.00
2. Tenant Revenue Other (Excess utilities)	$	32.67
3. **Total Rental Charged** (Lines 1 & 2)	$	587,275.67
4. Utilities Expense (FDS Line 931 - 939)	$	106,310.58
5. Shelter Rent Charged (Line 3 minus Line 4)	$	480,965.09
Part II - Computation of Shelter Rent Collected. To be completed only if Cooperation Agreement provides for Payment of PILOT on basis of Shelter Rent Collected.)		
1. Shelter Rent Charged (Line 5 of Part I, above)	$	480,965.09
2. Add: Accounts Receivable - Tenants (FDS Lines 126, 126.1, & 126.2) at beginning of fiscal year		
3. Less: Tenant Bad Debt Expense (FDS Line 964)		
4. Less: Accounts Receivable - Tenants (FDS Lines 126, 126.1, & 126.2) at end of fiscal year		
5. Shelter Rent Collected (Line 1 plus Line 2 minus Lines 3 & 4)	$	480,965.09

Part III - Computation of Approximate Full Real Property Taxes.

(1) Taxing Districts	(2) Assessable Value	(3) Tax Rate	(4) Approximate Full Real Property Taxes
Total			

Part IV - Limitation Based on Annual Contribution. (To be completed if Cooperation Agreement limits PILOT to an amount by which real property taxes exceed 20% of annual contribution.)

PAID
CK. NO. 33134 / 37161 OP
DATE 11-9-2026
$24,048.26

1. Approximate full real property taxes		
2. Accruing annual contribution for all projects under the contract		
3. Prorata share of accruing annual contribution*		
4. 20% of accruing annual contribution (20% of Line 3)	$	-
5. Approximate full real property taxes less 20% of accruing annual contribution (Line 1 minus Line 4, if Line exceeds Line 1, enter zero)		

Part V - Payments in Lieu of Taxes

1. 10% of shelter rent (10% of Line 5 of Part I or 10% of Line 5 of Part II, whichever is applicable)** City of Norman $24,048.25	$	48,096.51
2. Payments in Lieu of Taxes (If Part IV is not applicable, enter the amount shown on Line 1, above, or the total in Part III, whichever is the lower. If Part IV is applicable, enter the amount shown on Line 1, above, or the amount shown on Line 5 of Part IV, whichever is lower.) Norman Schools $24,048.26	$	48,096.51

* Same as Line 2 if the statement includes all projects under the Annual Contributions Contract. If this statement does not include all projects under the Annual Contributions Contract, enter prorata share based upon the development cost of each project.

** If the percentage specified in the Cooperation Agreement or the Annual Contributions Contract with HUD is lower, such lower percentage shall be used.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012: 31 U.S.C. 3729, 3802).

Prepared by: Ronald Urlaub		**Approved By:**	
Name:		**Name:**	
Title: Fee Accountant	**Date:** 6/30/26	**Title:**	**Date:**

Previous Editions are Obsolete Page 1 of 1 **form HUD-52267** (8/2005)

NORMAN HOUSING AUTHORITY

700 N. Berry Road, Norman, OK 730
Phone 405-329-0933 Fax 405-329-2542

"Affordable Housing...with Vision"

November 09, 2026

Mr. Nick Migliorino, Superintendent
Norman Public Schools
131 S. Flood
Norman, OK 73069

Subject: Payment in Lieu of Taxes

Dear Mr. Migliorino:

Enclosed is the NHA's check, in the amount of $24,048.26 for the Payment in Lieu of Taxes (PILOT) for the fiscal year which ended June 30, 2026. The amount of the PILOT is determined by the amount of the Housing Authority's rental income and utility costs. The full PILOT is divided evenly between the City of Norman and Norman Public Schools.

Please do not hesitate to contact me for additional information.

Sincerely,

Karen Canavan
Executive Director

Board of Commissioners

Jeff Cummins, Chairperson, Marianne Ratliff, Vice-Chairperson
Peggy Stockwell, Commissioner, Becky Hunt, Commissioner, Rick McKinney, Commissioner
Karen S. Canavan, Executive Director

File Attachments for Item:

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TAX INCREMENT FINANCE DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2025, TO JUNE 30, 2026.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Clint Mercer, Finance Director

PRESENTER: Clint Mercer, Finance Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TAX INCREMENT FINANCE DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2025, TO JUNE 30, 2026.

BACKGROUND:

On April 10, 2007, the City Council approved Resolution R-0607-95 establishing a Development Oversight Committee for Tax Increment Finance (TIF) District Number Two. The Project Plan for TIF District Number Two was amended in 2019. The purpose of this University North Park (UNP) TIF Oversight Committee now is to "oversee the implementation of the 2019 Project Plan (Ordinance O-1920-24) on behalf of the City Council by making recommendations on the use of revenues and expenditures by the City Council for Economic Development Costs. Upon request by City Council, prior to the authorization for expenditures by City Council for Economic Development Costs, the Committee shall report to Council whether applicable objectives of the Project Plan will be met by the proposed action.

DISCUSSION:

The UNP TIF Oversight Committee met periodically throughout the period July 1, 2025, to June 30, 2026, and reviewed Council actions related to the expenditure of the authorized funds. An Annual Report for this period is presented for Council acceptance.

RECOMMENDATION:

It is recommended that the Council accept the UNP TIF Oversight Committee's Annual Report for the period July 1, 2025, to June 30, 2026, approved by the Committee on October 20, 2026.

THE CITY OF NORMAN
TIF #2 OVERSIGHT COMMITTEE
(UNIVERSITY NORTH PARK TIF)
ANNUAL REPORT
FOR THE PERIOD JULY 1, 2025-JUNE 30, 2026

The City of Norman Tax Increment Finance District (TIF) Number Two Oversight Committee (University North Park TIF) ("Oversight Committee") was initially established by the City Council on April 10, 2007. In 2019, the Amended Project Plan was adopted and the Oversight Committee now operates to "oversee the implementation of the 2019 Project Plan (Ordinance O-1920-24) on behalf of the City Council by making recommendations on the use of revenues and expenditures by the City Council for Economic Development Costs. Upon request by City Council, prior to the authorization for expenditures by City Council for Economic Development Costs, the Committee shall report to Council whether applicable objectives of the Project Plan will be met by the proposed action." There are nine committee members, with terms expiring as follows:

Vacant, April 10, 2026
Vacant, April 10, 2026
Steven McDaniel, April 10, 2026
Dr. Nick Migliorino, April 10, 2027
Kaimee Kellis, April 10, 2027
Rob Norman, April 10, 2027
William Wilson, April 10, 2028
Kurt Lee, April 10, 2028
Cinthya Allen, April 10, 2028

The Oversight Committee will continue in existence until the Project Plan has been determined to be completed.

The Project Plan (adopted May 23, 2006; Ordinance O-0506-66), as amended (August 26, 2008; Ordinance O-0809-8 and November 26, 2019; Ordinance O-1920-24), establishes these project categories and estimated costs:

1. Traffic and Roadway Improvement Costs	5,024,394
2. Legacy Park Costs	250,000
3. Recreation Facilities Costs	5,154,762
4. Town Center Costs	5,000,000
5. Economic Development Costs	1,425,000
6. Miscellaneous Costs	125,000
Total Project Costs	**16,979,156**

The Oversight Committee has been reviewing documents and meeting since May 2007. The Oversight Committee met on August 15, September 16, and December 16, 2025; February 17, and April 21, 2026. Significant items discussed and reviewed over the reporting period include the following:

Rock Creek Entertainment District TIF

The Oversight Committee received and discussed the Rock Creek Entertainment District TIF at multiple meetings during the reporting period. The Rock Creek TIF District (Ordinance O-2425-2) was approved by the Council on September 17, 2024 in an area that overlaps the University North Park development. It was noted the purview of this Committee regarding the Rock Creek Entertainment District TIF is limited to approximately $1 million in economic development incentive costs that are authorized within UNP. City Council could expand that purview but as of now that hasn't happened.

The Oversight Committee received several updates regarding the status of an outstanding lawsuit before the Oklahoma Supreme Court regarding a challenge to a referendum to have the matter of the Rock Creek TIF Ordinance go to a vote of the citizens. The Oklahoma Supreme Court did rule in February 2026 and found that the referendum petition gist was legally insufficient.

In June 2026, Oklahoma for Responsible Economic Development ("ORED") filed a new lawsuit in Cleveland County District Court to halt construction of the Rock Creek Entertainment District TIF Project. They seek declaratory, injunctive and mandamus relief against the City of Norman, the Norman Tax Increment Finance Authority, the Cleveland County Recreational and Entertainment Facilities Authority and UNP North, LLC.

Tecumseh Road 24th Improvements and Flood Intersection

The Oversight Committee was briefed at several meetings regarding traffic improvements planned for these intersections. Funding is still being sought for the construction phase but a proposed "north leg" was presented. It would extend 24th Avenue NW until it connects with Flood Avenue. The Oversight Committee made the following recommendation:

"Having been presented planned improvements to intersection at Flood Avenue and Tecumseh Road and 24th Avenue and Tecumseh Road, including a proposed "north leg" from Flood Avenue to 24th Avenue as a part of the broader Tecumseh Road improvement projects contemplated in the University North Park TIF Development Agreements, the Citizen's Oversight Committee for the UNP TIF recommends the City leverage UNP TIF funds to construction said "north leg."

Lifestyle Incentive Funds – Interactive Public Art

The Oversight Committee was presented with the idea of adding interactive public art to an area of the Lifestyle Center using leftover incentive funds (approximately $360,000).

Different examples of possible interactive art projects were provided. The Oversight Committee made the following recommendation:
"The Committee recommends and supports the Norman Arts Council moving forward with a Request for Qualifications process to explore options for interactive public art installations along a proposed promenade within the Lifestyle area ("Area 5") using remaining UNP TIF Lifestyle Center Incentive Funds."

Term Expirations

Terms for Chairman Greg Burge and Paul Wilson expired April 10, 2026. No new appointments have been made as of the report date.

Financial Updates

During each meeting, the Oversight Committee received updates on TIF District activities as they developed during the past reporting period. Attached to this report is financial information comparing the original projections of the Developer to the actual revenues.

Summary

Summarized information on collections and expenditures from the UNP TIF are attached.

Norman TIF District No. 2
(University North Park Project)
Comparison of Projected with Actual Ad Valorem Tax Receipts
FINAL

*Year construction was completed	Calendar Year payments received	Ad valorem generated in the TIF		
		Projected in 2006	Actual	Variance
2006	2008	$288,842	$174,584	($114,258)
2007	2009	$818,899	$590,230	($228,669)
2008	2010	$843,466	$1,356,392	$512,926
2009	2011	$868,770	$1,567,358	$698,588
2010	2012	$1,621,408	$1,540,824	($80,584)
2011	2013	$1,670,050	$1,910,428	$240,378
2012	2014	$2,094,419	$2,063,744	($30,675)
2013	2015	$2,951,200	$2,372,138	($579,062)
2014	2016	$3,509,324	$2,281,824	($1,227,500)
2015	2017	$3,614,604	$2,869,382	($746,222)
2016	2018	$5,077,370	$3,199,689	($1,877,681)
2017	2019	$5,308,944	$3,379,382	($1,929,562)
2018	2020**	$5,468,212	$3,339,367	($2,128,845)
Total thru 2018		$34,135,508	$26,646,342	($7,490,166)
2019		$5,632,259		
2020		$5,952,613		
2021		$6,131,191		
2022		$6,315,127		
2023		$6,670,005		
2024		$6,870,105		
2025		$7,176,603		
2026		$7,740,323		
2027		$7,972,532		
2028		$8,211,708		
2029		$8,456,059		
2030		$8,711,801		
Total of all years projected		$130,754,990		

*Taxes assessed the following year after completion (2006 in 2007) and received by City in subsequent subsequent year after assessment (2006 in 2008)

** As of 6/30/2021

Norman TIF District No. 2
(University North Park Project)
Comparison of Projected with Actual Sales Tax Receipts
FINAL

	Sales tax generated in the TIF	Gross Sales Tax from TIF	Variance of 2006 projections to Gross Actual	Transfer Adjustment	Total Incremental Sales Tax
	Projected in 2006	Actual		Actual	Actual
2006	$830,207	$635,198	($195,009)	$347,035	$288,163
2007	$3,135,252	$2,163,673	($971,579)	$859,054	$1,304,619
2008	$3,229,310	$3,496,022	$266,712	$921,480	$2,574,542
2009	$3,326,189	$4,509,771	$1,183,582	$1,041,248	$3,468,523
2010	$5,917,544	$5,571,570	($345,974)	$1,264,471	$4,307,099
2011	$6,095,070	$5,829,468	($265,602)	$1,222,260	$4,607,208
2012	$6,277,923	$6,311,986	$34,063	$1,104,767	$5,207,219
2013	$9,188,865	$7,114,148	($2,074,717)	$1,136,943	$5,977,205
2014	$9,464,531	$8,973,191	($491,340)	$946,703	$8,026,488
2015	$9,748,467	$9,329,808	($418,659)	$909,297	$8,420,511
2016	$13,015,985	$10,279,622	($2,736,363)	$1,085,206	$9,194,416
2017	$13,406,465	$10,673,201	($2,733,264)	$990,870	$9,682,331
2018	$13,808,658	$11,003,941	($2,804,717)	$1,054,555	$9,949,386
2019	$14,222,918	$11,209,716	($3,013,202)	$1,236,712	$9,973,004
2020	$14,649,606	$3,023,403	$11,626,203	$337,424	$2,685,979
Total thru 2020	$126,316,990	$100,124,718	-$2,939,866	$14,458,025	$85,866,693
2021	$15,089,094				
2022	$15,541,767				
2023	$16,008,020				
2024	$16,488,260				
2025	$16,982,908				
2026	$17,492,395				
2027	$18,017,167				
2028	$18,557,682				
2029	$19,114,413				
2030	$19,687,845				
Total of all years projected	$341,977,723				

UNIVERSITY NORTH PARK
TAX INCREMENT FINANCE DISTRICT
EXPENDITURE SUMMARY VS. REVISED PROJECT PLAN BUDGET
As Of June 30, 2026

Expenditure Category	BUDGET	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	FYE 2025	FYE 2026							TOTAL	BALANCE
Traffic/Road Improvement Costs	$ 5,024,394	-	1,451,614	48,472	3,869	1,459	25,000	146,413							1,676,827	$ 3,347,567
Legacy Park Costs	$ 250,000	225,000	-	-	5,025	-	-	-							230,025	19,975
Recreation Facilities Costs	$ 5,154,762	-	4,776,381	378,381	-	-	-	-							5,154,762	-
Town Center Costs	$ 5,000,000	-	-	-	-	-	5,275,000	-							5,275,000	(275,000)
Economic Development Costs	$ 1,425,000	49,021	61,736	94,776	91,240	217,974	-								514,747	910,253
Miscellaneous Costs	$ 125,000	62,840	11,485	3,678	4,610	1,500	1,500	1,500							87,113	37,887
TOTAL	$ 16,979,156	$ 336,861	$ 6,301,216	$ 525,307	$ 104,744	$ 220,933	$ 5,301,500	$ 147,913	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,938,474	$ 4,040,682

File Attachments for Item:

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Frederick Duke

PRESENTER: Frederick Duke, Procurement Analyst

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

BACKGROUND:

Section 12-301 of the Code of Ordinances of the City of Norman provides that "The City Council must declare surplus or obsolete any supplies, materials, or equipment where the valuation exceeds one thousand dollars ($1,000) prior to the selling of such supplies, materials, or equipment." The Auction will be conducted by either GovDeals and/or Purple Wave. GovDeals nor Purple Wave charge a commission. The City retains 100% of proceeds. GovDeals and Purple Wave charge bidders a premium to bid. All items sold at auction are understood to be sold as is. The auction date is to be determined.

DISCUSSION:

The attached list is the supplies, materials, or equipment identified as surplus or obsolete, and is therefore being prepared for sale at auction.

RECOMMENDATION:

It is recommended that the attached list of supplies, materials, or equipment be declared surplus or obsolete, and approved for sale at public auction or disposal.

INVENTORY OF GOODS TO BE AUCTIONED

Department Public Works / Traffic Control

Signature Rmendoza 11/4/26

Reviewed by Accounting Fred Duke 11-4-2026

Condition	Item and Year		Serial Number	City Unit No.
Poor	Traffic Signal Equip / 2008	Econolite Traffic Signal Cabinet	17-3363-003	
Poor	Traffic Signal Equip / Unknown	Polara EN2 CCU	120658	
Poor	Traffic Signal Equip / Unknown	Polara EN2 CCU	110442	
Poor	Traffic Signal Equip / 2009	Tesco Battery Backup Cabinet	BV-585887	
Poor	Battery Backup Equip / 2013	Marathon Inverter	10061861309	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10026561601	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10025641611	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10025241611	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10026121601	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10025491611	
Poor	Battery Backup Equip / 2017	Marathon Inverter	1002391704	
Poor	Battery Backup Equip / 2017	Marathon Inverter	10026201705	
Poor	Battery Backup Equip / 2016	Marathon Inverter	10025281611	
Poor	Battery Backup Equip / 2014	Marathon Inverter	10092181411	
Poor	Battery Backup Equip / 2019	Marathon Inverter	10017511908	
Poor	Battery Backup Equip / 2010	APC Inverter	AS1017140623	
Poor	Battery Backup Equip / 2008	APC Inverter	AS0813213786	
Poor	Traffic Signal Equip / 2014	Tesco Power Pedestal	CL-646100	
Poor	Street Lighting Equip / 2021	Tesco Power Pedestal	E81268257	

File Attachments for Item:

15. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE PURCHASE OF BUILDINGS AND CONTENTS INSURANCE FOR THE CITY OF NORMAN FROM AFFILIATED FM INSURANCE COMPANY IN THE AMOUNT OF $742,460 FOR THE PERIOD OF DECEMBER 1, 2026, TO DECEMBER 1, 2027.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Kim Coffman, Chief Accountant/ Assistant Finance Director

PRESENTER: Kim Coffman, Chief Accountant/ Assistant Finance Director

ITEM TITLE: CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE PURCHASE OF BUILDINGS AND CONTENTS INSURANCE FOR THE CITY OF NORMAN FROM AFFILIATED FM INSURANCE COMPANY IN THE AMOUNT OF $742,460 FOR THE PERIOD OF DECEMBER 1, 2026, TO DECEMBER 1, 2027.

BACKGROUND:

The City of Norman self-insures against most risks (i.e., workers' compensation, vehicle/equipment damage, employee health benefit claims, tort claims, etc.) but historically has purchased insurance to cover casualty losses to City buildings and contents (including electronic information technology/computer equipment). This insurance is purchased in a blanket amount but is limited to agreed-upon values of independent buildings and contents and is subject to a deductible.

The City of Norman sent out Request for Proposal number 2122-08 on May 14, 2021 for insurance broker services. Three brokers responded, Arthur J. Gallagher & Co. (Gallagher), Alliant Specialty, and BancFirst Insurance Service, Inc. Gallagher is the incumbent broker the City has used for several years and has provided quality bids and rates in the past. Management has been pleased with their services. The City selected Gallagher.

DISCUSSION:

Gallagher received one bid for the upcoming policy year of December 1, 2026 to December 1, 2027 from Affiliated FM with a premium of $742,460. Affiliated FM is rated as A+ by A.M Best and is one of the largest property and casualty insurance providers in the industry. The prior year premium was $766,216 (-3.1%).

The FYE 2026 blanket amount of property covered is $443,340,670.

The City budgeted $868,000 in the Risk Management Fund, Liability and Property (Account Org 43330104, Object 44403) in Fiscal Year 2026-2027 to pay for building and contents insurance and to cover deductible charges for any potential claims.

RECOMMENDATION:

Staff recommends insuring the City's buildings and contents with Affiliated FM at a premium amount of $742,460 for one year as it provides the lowest premium for coverage within acceptable deductible limits.

INSURANCE PROPOSAL FOR City of Norman and Norman Utilities Authority

To: Denise Engle
From: Emily Coakwell
At: Arthur J. Gallagher & Co. (Oklahoma)
Date: 9 November 2026

A. POLICY TERM

FROM: 1 December 2026 12:01 a.m. Standard Time
TO: 1 December 2027 12:01 a.m. Standard Time

B. NAMED INSURED

City of Norman and Norman Utilities Authority, as the respective interests of each may appear; all hereafter referred to as the "Insured".

C. POLICY LIMIT

This Company's total limit of liability, including any insured Business Interruption loss, will not exceed the Policy Limit of USD 443,340,670 as a result of any one **occurrence** subject to the respective sub-limits of liability shown elsewhere in this Policy.

D. POLICY TERRITORY

Coverage provided by this Policy is limited to property while located within the United States of America.

Cyber Coverage Territory

Coverage provided in Data Restoration; Data Service Provider Property Damage and Business Interruption; and Owned Network Interruption is limited to anywhere in the world except Cuba; Iran; North Korea; Russian Federation; Sudan; Syria; and Crimea, Donetsk People's Republic (DPR) and Luhansk People's Republic (LPR) regions of Ukraine.

E. INSURANCE PROVIDED

Location Schedule

This Policy covers property, as described in this Policy, against ALL RISKS OF PHYSICAL LOSS OR DAMAGE, except as hereinafter excluded, while located as follows:

See attached Schedule of Locations.

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Sub-Limited Location Schedule

This Policy covers property, as described in this Policy, against ALL RISKS OF PHYSICAL LOSS OR DAMAGE, except as hereinafter excluded, not to exceed the limits of liability specified for the coverages indicated, while located as follows:

There shall be no liability under this Policy when "NOT COVERED" is shown.

See attached Schedule of Sub-Limited Locations.

F. SUB-LIMITS

Unless otherwise stated below or elsewhere in this Policy, the following sub-limits of liability, including any insured Business Interruption loss, will be the maximum payable and will apply on a per **occurrence** basis.

The sub-limits stated below or elsewhere in this Policy are part of and not in addition to the Policy Limit.

When a limit of liability applies to a **location** or property, such limit of liability will be the maximum amount payable for all loss or damage.

There shall be no liability under this Policy when “NOT COVERED” is shown as a sublimit.

Accounts Receivable	USD 1,000,000
Arson or Theft Reward	USD 100,000
Attraction Property	USD 100,000
boiler and machinery	Policy Limit
Brand Protection	Policy Limit
Change of Temperature	USD 100,000
Civil or Military Authority	30 days
Communicable Disease - Property Damage and Communicable Disease - Business Interruption combined	USD 1,000 **annual aggregate**, not to exceed 12 months
Contractual Penalties	USD 100,000
Crisis Management	USD 100,000, not to exceed 30 days

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cyber event	1. USD 1,000 **annual aggregate** for Data Restoration and Owned Network Interruption combined 2. USD 1,000 **annual aggregate** for Data Service Provider - Property Damage and Data Service Provider - Business Interruption combined 3. USD 50,000 **annual aggregate** for loss or damage to **stock in process** or finished goods manufactured by or for the Insured caused by or resulting from **cyber event** that impacts the processing, manufacturing, or testing of such property or while it is otherwise being worked on.
Data Restoration	USD 500,000 **annual aggregate**
Data Service Provider - Property Damage and Data Service Provider - Business Interruption combined	USD 50,000 **annual aggregate**
Debris Removal	Policy Limit
Decontamination Costs	Policy Limit
Deferred Payment	USD 100,000
Demolition and Increased Cost of Construction	Policy Limit
Earth Movement	USD 50,000,000 **annual aggregate**, not to exceed USD 50,000 **annual aggregate** for Data Service Provider - Business Interruption, Data Service Provider - Property Damage, Errors and Omissions, Off-Premises Service Interruption - Business Interruption, Off-Premises Service Interruption - Property Damage, Supply Chain and Unnamed Property, combined
Errors and Omissions	USD 1,000,000
Expediting Expenses	USD 250,000
Extended Period of Liability	NOT COVERED
Extra Expense	USD 100,000
fine arts	USD 250,000, not to exceed USD 10,000 per item for **irreplaceable fine arts**

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Flood	USD 50,000,000 **annual aggregate**, not to exceed USD 50,000 **annual aggregate** for Data Service Provider - Business Interruption, Data Service Provider - Property Damage, Errors and Omissions, Off-Premises Service Interruption - Business Interruption, Off-Premises Service Interruption - Property Damage, Supply Chain and Unnamed Property, combined
Green Coverage	USD 50,000 not to exceed 25% of the amount of the property damage loss
Gross Earnings	NOT COVERED
Gross Profits	NOT COVERED
Ingress/Egress	USD 100,000
Land and Water Clean Up Expense	USD 50,000 **annual aggregate**
Leasehold Interest	USD 100,000
Locks and Keys	USD 100,000
Logistics Extra Cost	USD 100,000
Money and Securities	USD 100,000
Newly Acquired Property	USD 2,500,000
Off-Premises Service Interruption - Business Interruption	USD 100,000
Off-Premises Service Interruption - Property Damage	USD 500,000
Owned Network Interruption	Included in **cyber event** limit
Professional Fees	USD 100,000
Property Removed from a Location	Policy Limit
Protection and Preservation of Property - Business Interruption	USD 100,000
Protection and Preservation of Property - Property Damage	Policy Limit, not to exceed USD 250,000 for security costs
Rental Income	NOT COVERED

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Research and Development	NOT COVERED
Soft Costs	USD 100,000
Supply Chain	USD 100,000
Tax Treatment	USD 100,000
Tenants Legal Liability	USD 100,000
Terrorism	USD 100,000 **annual aggregate**, not to exceed USD 100,000 **annual aggregate** for Flood and Property Removed from a Location combined
Terrorism: Supplemental United States Certified Act of Terrorism Endorsement(s)	USD 100,000 for property located in the United States of America
Transit	USD 500,000, not to exceed USD 100,000 for Business Interruption
Unnamed Property	USD 1,000,000
valuable papers and records	USD 500,000, not to exceed USD 10,000 per item for **irreplaceable valuable papers and records**

G. QUALIFYING PERIODS AND DEDUCTIBLES

QUALIFYING PERIODS

This Company will not be liable for loss or damage unless the Qualifying Period below is exceeded. When the Qualifying Period is exceeded, the loss will be calculated beginning from the time of loss or damage. The Qualifying Periods for the following coverages are as follows:

Communicable Disease - Property Damage and Communicable Disease - Business Interruption	48 hours
Data Restoration	48 hours
Data Service Provider - Property Damage and Data Service Provider - Business Interruption	24 hours
Off-Premises Service Interruption - Property Damage and Off-Premises Service Interruption - Business Interruption	24 hours

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Owned Network Interruption	48 hours

DEDUCTIBLES

This Company will not be liable for loss or damage, including any insured Business Interruption loss, in any one **occurrence** until the amount of loss or damage exceeds the deductible amount shown below and then this Company will only be liable for its share of the loss or damage in excess of the deductible amount.

The following deductible amounts shall apply per **occurrence**, unless otherwise stated, for insured loss or damage under this Policy.

When two or more deductibles apply to a single **occurrence**, then no more than the largest deductible amount will apply. However, this Policy allows for the application of separate and distinct deductibles and deductibles for specific loss or damage as shown below.

When a day equivalent deductible is stated below it is calculated as follows. The 100% daily actual annual Business Interruption value that would have been earned had no loss occurred at the **location** where the physical damage happened plus that proportion of the 100% annual business interruption value at all other **locations** where Business Interruption loss ensues, divided by the number of annual working days.

When a % percent deductible is stated below it is calculated as follows:

1. The value of property at the time such loss or damage at the **location** where loss or damage occurs, in accordance with the valuation section of this Policy.

2. The annual Business Interruption value that would have been earned at the **location** where loss or damage occurs plus that proportion of the 100% Business Interruption value at all other **locations** where Business Interruption loss ensues, in accordance with the Business Interruption section of this Policy (if any).

Location No. 127, 103 West Acres Street, Norman, Oklahoma, 73069, USA	USD 250,000
boiler and machinery	Property Damage: USD 25,000 Business Interruption: 1 day equivalent
earthquake	USD 100,000 per **location**
Flood	USD 100,000 per **location**
water damage	USD 100,000 per **location**

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wind and hail	USD 50,000 per **location**, except for the following: 1. USD 1,500,000 per **location** for Location No. 154, 2201 Trae Young Drive, Norman, Oklahoma, 73072, USA 2. USD 1,100,000 per **location** for the following locations: Location No. 083, 3500 South Jenkins Avenue, Norman, Oklahoma, 73072, USA and Location No. 127, 103 West Acres Street, Norman, Oklahoma, 73069, USA 3. USD 400,000 per **location** for the following locations: Location No. 012, 1301 Da Vinci Street, Norman, Oklahoma, 73069, USA; Location No. 082, 2900, 3000 & 3001 East Robinson Street, Norman, Oklahoma, 73071, USA and Location No. 153, 225 N Webster Avenue, Norman, Oklahoma, 73069, USA 4. USD 300,000 per **location** for the following locations: Location No. 001, 3428 South Jenkins Avenue, Norman, Oklahoma, 73019, USA; Location No. 087, 2420 Westport Drive, Norman, Oklahoma, 73069, USA and Location No. 151, 602 N. Findlay Avenue, Norman, Oklahoma, 73071, USA 5. USD 250,000 per **location** for the following locations: Location No. 008, 4145 West Robinson Street, Norman, Oklahoma, 73072, USA; Location No. 014, 636 & 676 & 668 East Lindsey Street, Norman, Oklahoma, 73069, USA; Location No. 015, 3942 Jenkins Avenue, Norman, Oklahoma, 73072, USA; Location No. 017, 3901 Chautauqua Avenue, Norman, Oklahoma, 73072, USA; Location No. 024, 201B West Gray Street, Norman, Oklahoma, 73069, USA; Location No. 026, 321 N Webster Avenue, Norman, Oklahoma, 73069, USA; Location No. 027, 201 West Gray Street, Norman, Oklahoma, 73069, USA; Location No. 028, 201C West Gray Street, Norman, Oklahoma, 73069, USA; Location No. 105, 1507 West Lindsey Street, Norman, Oklahoma, 73069, USA and Location No. 160, 2801 E. Robinson Street, Norman, Oklahoma, 73071, USA

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	6. USD 200,000 per **location** for the following locations: Location No. 037, 3199 36th Avenue Northwest, Norman, Oklahoma, 73072, USA; Location No. 106, 1310 Da Vinci Street, Norman, Oklahoma, 73069, USA and Location No. 108, 3001 East Alameda Street, Norman, Oklahoma, 73069, USA 7. USD 100,000 per **location** for the following locations: Location No. 007, 1701 12th Avenue Northeast, Norman, Oklahoma, 73071, USA; Location No. 018, 411 East Main Street, Norman, Oklahoma, 73071, USA; Location No. 019, 2211 West Boyd Street, Norman, Oklahoma, 73069, USA; Location No. 020, 500 East Constitution Street, Norman, Oklahoma, 73072, USA; Location No. 025, 4323 Country Club Terrace, Norman, Oklahoma, 73072, USA; Location No. 090, 3901 36th Avenue Northwest, Norman, Oklahoma, 73072, USA; Location No. 110, 1311 Da Vinci Street, Norman, Oklahoma, 73069, USA; Location No. 112, 3051 Alameda Street, Norman, Oklahoma, 73071, USA; Location No. 149, 1320 Da Vinci Street, Norman, Oklahoma, 73069, USA; Location No. 155, 2705 E Robinson St, Norman, Oklahoma, 73071, USA; Location No. 156, 2701 E Robinson St, Norman, Oklahoma, 73071, USA; Location No. 157, 2709 E Robinson St, Norman, Oklahoma, 73071, USA and Location No. 158, 2301 Goddard Avenue, Norman, Oklahoma, 73069, USA
All Other Losses	USD 25,000

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H. ADDITIONAL EXCLUSIONS

In addition to the exclusions elsewhere in this Policy, the following exclusions apply unless otherwise stated:

1. Specific Flood Exclusion - PRO 128 (01/17)

ADDITIONAL COVERAGES, Flood**,** does not apply to any property at the following **location**(s):

Loc. No.	Title	Address
001		3428 South Jenkins Avenue, Norman, Oklahoma, 73019, USA
010		West End, Little River Road, Norman, Oklahoma, 73071, USA
015		3942 Jenkins Avenue, Norman, Oklahoma, 73072, USA
017		3901 Chautauqua Avenue, Norman, Oklahoma, 73072, USA
030		444 South Flood Avenue, Norman, Oklahoma, 73069, USA
067		2498 East Franklin Road, Norman, Oklahoma, 73071, USA
068		3398 East Franklin Road, Norman, Oklahoma, 73071, USA
082		2900, 3000 & 3001 East Robinson Street, Norman, Oklahoma, 73071, USA
083		3500 South Jenkins Avenue, Norman, Oklahoma, 73072, USA
084		398 Bratcher-Miner Road, Norman, Oklahoma, 73072, USA
121		4799 West Rock Creek Road, Norman, Oklahoma, 73072, USA
133		5198 East Franklin Road, Norman, Oklahoma, 73026, USA
134		5499 60th Avenue NE, Norman, Oklahoma, 73026, USA
136		3197 60th Avenue NE, Norman, Oklahoma, 73026, USA
145		3440 South Jenkins Avenue, Norman, Oklahoma, 73072, USA
146		3803 Chautauqua Avenue, Norman, Oklahoma, 73072, USA
147		531 East Symmes Street, Norman, Oklahoma, 73071, USA
150		320 E. Comanche Street, Norman, Oklahoma, 73069, USA
151		602 N. Findlay Avenue, Norman, Oklahoma, 73071, USA
155		2705 E Robinson St, Norman, Oklahoma, 73071, USA
156		2701 E Robinson St, Norman, Oklahoma, 73071, USA
157		2709 E Robinson St, Norman, Oklahoma, 73071, USA
158		2301 Goddard Avenue, Norman, Oklahoma, 73069, USA
160		2801 E. Robinson Street, Norman, Oklahoma, 73071, USA

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2. Vacant Locations - PRO 1105 (11/20)

After 60 days from the date a **location** becomes **vacant**, coverage at such **location** is subject to the following:

This Company will:

1. Apply the following additional exclusions:

   This Policy excludes loss or damage caused by or resulting from vandalism or malicious mischief, sprinkler leakage, glass breakage, liquid damage, changes of temperature, changes in relative humidity, theft, fungus, mold or mildew, collapse, and any loss covered under Demolition and Increased Cost of Construction; and

2. Value the insured physical loss amount under this Policy as of the date of loss at the place of loss, and for no more than the interest of the Insured based on the lesser of:

   a) On property offered for sale on the date of the loss, the selling price.

   b) On property scheduled for demolition, the increased cost of demolition, if any, directly resulting from insured loss.

   c) The cost to repair or replace.

   d) The **actual cash value**.

The following **location(s)** are considered **vacant**:

Loc. No.	Title	Address
127	Central Library	103 West Acres Street, Norman, Oklahoma, 73069, USA

DEFINITIONS is amended to include:

vacant means:

1. The Real Property is unoccupied or the property does not contain enough personal property, machinery or equipment to conduct customary business operations or services;

2. The Insured is the owner, or lessor, and 30% or less of the total rentable square footage of the location is leased, rented or occupied; or

3. The Insured is the lessee and the area rented to the Insured does not contain enough personal property, machinery or equipment to conduct customary business operations or services.

Real Property that is under active construction or renovation is not considered vacant unless construction or renovation has ceased for more than 60 consecutive days.

3. Transmission and Distribution Systems Exclusion - PRO 132 (01/19)

PROPERTY EXCLUDED is amended to include:

transmission and distribution systems, except at a **described location** but not within the 1,000 feet extension provided by the PROPERTY INSURED wording.

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I. SPECIAL TERMS AND CONDITIONS

1. United States Certified Act of Terrorism - PRO 207 (01/20)

As respects the United States, its territories and possessions and the Commonwealth of Puerto Rico, the definition of **terrorism** is declared null and void and it is agreed that a **Certified Act of Terrorism** under the terms of the SUPPLEMENTAL UNITED STATES CERTIFIED ACT OF TERRORISM ENDORSEMENT attached to this Policy shall be considered **terrorism** within the terms of this Policy. Notwithstanding anything contained in this Policy to the contrary, this Policy provides coverage for direct physical loss or damage to insured property and any resulting BUSINESS INTERRUPTION loss, as provided in the Policy, caused by or resulting from a **Certified Act of Terrorism** only to the extent coverage is provided under the terms and conditions of the SUPPLEMENTAL UNITED STATES CERTIFIED ACT OF TERRORISM ENDORSEMENT attached to this Policy. Any difference in limit between loss recoverable under the SUPPLEMENTAL UNITED STATES CERTIFIED ACT OF TERRORISM ENDORSEMENT and this Policy is not recoverable under this Policy.

J. INDEX OF FORMS

The following forms are made part of this Policy:

Title	Form No.	Edition
Declarations Page	PRO DEC 4100	(01/24)
Declarations	PRO S-1 4100	(01/20)
All Risk Coverage	PRO AR 4100	(01/23)
Supplemental United States Certified Act of Terrorism Endorsement	AFM 7312	(06/21)
Oklahoma Amendatory Endorsement	AFM 6242	(04/15)

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PREMIUM, FEES AND TAXES

2026 City of Norman and Norman Utilities	Premium	Commission
Total Premium including the United States Certified Act of Terrorism coverage	USD 764,734	15.00%
Total Premium excluding the United States Certified Act of Terrorism coverage	USD 742,460	15.00%
Total Premium for the United States Certified Act of Terrorism	USD 22,274	15.00%

If the option to purchase coverage for the Supplemental United States Certified Act of Terrorism is elected, the Sub-Limit for Supplemental United States Certified Act of Terrorism will be amended to Policy Limit.

Applicable state taxes, surcharges and fees are not included in this proposal. Applicable state taxes, surcharges and fees will be added to the invoice.

Any variations between this proposal letter and FM Affiliated forms versus your application are not provided.

This proposal expires 1 December 2026 12:01 a.m. Standard Time.

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SCHEDULE OF LOCATIONS

Location Schedule

Loc. No.	Title	Address
001		3428 South Jenkins Avenue, Norman, Oklahoma, 73019, USA
002		405 East Constitution Street, Norman, Oklahoma, 73072, USA
003		515 East Constitution Street, Norman, Oklahoma, 73072, USA
004		125 Vicksburg Avenue, Norman, Oklahoma, 73071, USA
005		2000 West Brooks Street, Norman, Oklahoma, 73069, USA
006		329 South Peters Avenue, Norman, Oklahoma, 73069, USA
007		1701 12th Avenue Northeast, Norman, Oklahoma, 73071, USA
008		4145 West Robinson Street, Norman, Oklahoma, 73072, USA
009		SW 24th Avenue, Norman, Oklahoma, 73069, USA
010		West End, Little River Road, Norman, Oklahoma, 73071, USA
011		121 North Peters Avenue, Norman, Oklahoma, 73069, USA
012		1301 Da Vinci Street, Norman, Oklahoma, 73069, USA
013		1472 Da Vinci Street, Norman, Oklahoma, 73069, USA
014		636 & 676 & 668 East Lindsey Street, Norman, Oklahoma, 73069, USA
015		3942 Jenkins Avenue, Norman, Oklahoma, 73072, USA
017		3901 Chautauqua Avenue, Norman, Oklahoma, 73072, USA
018		411 East Main Street, Norman, Oklahoma, 73071, USA
019		2211 West Boyd Street, Norman, Oklahoma, 73069, USA
020		500 East Constitution Street, Norman, Oklahoma, 73072, USA
021		1000 168th Avenue Northeast, Norman, Oklahoma, 73026, USA
022		7405 East Alameda Drive, Norman, Oklahoma, 73026, USA
023		2207 Goddard Avenue, Norman, Oklahoma, 73069, USA
024		201B West Gray Street, Norman, Oklahoma, 73069, USA
025		4323 Country Club Terrace, Norman, Oklahoma, 73072, USA
026		321 N Webster Avenue, Norman, Oklahoma, 73069, USA
027		201 West Gray Street, Norman, Oklahoma, 73069, USA
028		201C West Gray Street, Norman, Oklahoma, 73069, USA
029		101 East Main Street, Norman, Oklahoma, 73069, USA
030		444 South Flood Avenue, Norman, Oklahoma, 73069, USA
031		508 North Peters Avenue, Norman, Oklahoma, 73069, USA
032		123 Beal Street, Norman, Oklahoma, 73069, USA
033		1001 East Robinson Street, Norman, Oklahoma, 73071, USA
035		200 South Jones Avenue, Norman, Oklahoma, 73069, USA
036		200 West Daws Street, Norman, Oklahoma, 73069, USA
037		3199 36th Avenue Northwest, Norman, Oklahoma, 73072, USA
038		Boyd Street & Wylie Road, Norman, Oklahoma, 73072, USA
039		600 East Lindsey Street, Norman, Oklahoma, 73069, USA
040		2498 36th Ave NE, Norman, Oklahoma, 73026, USA
041		1898 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
042		3098 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
043		2598 9th Avenue Northeast, Norman, Oklahoma, 73071, USA
044		1398 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
045		2498 East Robinson Street, Norman, Oklahoma, 73071, USA
047		1399 East Rock Creek Road, Norman, Oklahoma, 73071, USA
048		3498 North Highway 77, Norman, Oklahoma, 73071, USA
049		3998 North Highway 77, Norman, Oklahoma, 73071, USA

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050		4798 North Highway 77, Norman, Oklahoma, 73071, USA
051		4198 North Highway 77, Norman, Oklahoma, 73071, USA
052		4599 North Highway 77, Norman, Oklahoma, 73071, USA
053		5099 North Interstate Drive, Norman, Oklahoma, 73069, USA
054		1/2 mi N. of Franklin Rd, Norman, Oklahoma, 73026, USA
057		6798 North Interstate Drive, Norman, Oklahoma, 73072, USA
058		900 Blk of East Apache Street, Norman, Oklahoma, 73071, USA
060		East Carter Street & East Robinson Street, Norman, Oklahoma, 73071, USA
061		1/2 mi E. of NE 13th & Robinson, Norman, Oklahoma, 73071, USA
062		3599 North Porter Avenue, Norman, Oklahoma, 73071, USA
063		3298 12th Avenue Northeast, Norman, Oklahoma, 73071, USA
064		1898 East Tecumseh Road, Norman, Oklahoma, 73071, USA
065		3298 24th Avenue Northeast, Norman, Oklahoma, 73071, USA
066		4298 24th Avenue Northeast, Norman, Oklahoma, 73071, USA
067		2498 East Franklin Road, Norman, Oklahoma, 73071, USA
068		3398 East Franklin Road, Norman, Oklahoma, 73071, USA
069		4298 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
070		3798 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
071		4298 East Tecumseh Road, Norman, Oklahoma, 73026, USA
072		5401 East Tecumseh Road, Norman, Oklahoma, 73026, USA
073		5897 East Tecumseh Road, Norman, Oklahoma, 73026, USA
074		5799 North Floyd Cox Drive, Norman, Oklahoma, 73026, USA
075		6000 Corky Drive Northeast, Norman, Oklahoma, 73026, USA
076		6799 Day Drive, Norman, Oklahoma, 73026, USA
077		2198 72nd Avenue Northeast, Norman, Oklahoma, 73026, USA
078		7799 East Rock Creek Road, Norman, Oklahoma, 73026, USA
079		1399 Paso de Vaca Drive, Norman, Oklahoma, 73026, USA
080		1200 72nd Avenue Northeast, Norman, Oklahoma, 73026, USA
081		451 West Robinson Street, Norman, Oklahoma, 73069, USA
082		2900, 3000 & 3001 East Robinson Street, Norman, Oklahoma, 73071, USA
083		3500 South Jenkins Avenue, Norman, Oklahoma, 73072, USA
084		398 Bratcher-Miner Road, Norman, Oklahoma, 73072, USA
086		415 East Main Street, Norman, Oklahoma, 73071, USA
087		2420 Westport Drive, Norman, Oklahoma, 73069, USA
088		3180 108th Avenue Northeast, Norman, Oklahoma, 73026, USA
089		1900 West Robinson Street, Norman, Oklahoma, 73069, USA
090		3901 36th Avenue Northwest, Norman, Oklahoma, 73072, USA
091		1198 48th Avenue Northeast, Norman, Oklahoma, 73026, USA
092		859 36th Avenue Northeast, Norman, Oklahoma, 73026, USA
093		4698 96th Avenue Northeast, Norman, Oklahoma, 73026, USA
094		4799 72nd Ave NE, Norman, Oklahoma, 73069, USA
095		3998 72nd Avenue Northeast, Norman, Oklahoma, 73026, USA
096		6699 East Tecumseh Road, Norman, Oklahoma, 73026, USA
097		8399 East Rock Creek Road, Norman, Oklahoma, 73026, USA
098		4398 108th Avenue Northeast, Norman, Oklahoma, 73026, USA
099		4303 84th Avenue Northeast, Norman, Oklahoma, 73026, USA
100		4703 91st Avenue Northeast, Norman, Oklahoma, 73026, USA
101		101 West Gray Street, Norman, Oklahoma, 73069, USA
102		113 West Gray Street, Norman, Oklahoma, 73069, USA
103		115 West Gray Street, Norman, Oklahoma, 73069, USA
104		2351 Goddard Avenue, Norman, Oklahoma, 73069, USA

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105		1507 West Lindsey Street, Norman, Oklahoma, 73069, USA
106		1310 Da Vinci Street, Norman, Oklahoma, 73069, USA
107		1814 Creighton Court, Norman, Oklahoma, 73071, USA
108		3001 East Alameda Street, Norman, Oklahoma, 73069, USA
109		1898 Legacy Park Drive, Norman, Oklahoma, 73069, USA
110		1311 Da Vinci Street, Norman, Oklahoma, 73069, USA
111		1317 Da Vinci Street, Norman, Oklahoma, 73069, USA
112		3051 Alameda Street, Norman, Oklahoma, 73071, USA
113		3432 South Jenkins Avenue, Norman, Oklahoma, 73072, USA
114		198 36th Avenue SE, Norman, Oklahoma, 73072, USA
115		2595 East Robinson Street, Norman, Oklahoma, 73071, USA
116		2699 East Post Oak Road, Norman, Oklahoma, 73068, USA
118		2996 East Rock Creek Road, Norman, Oklahoma, 73071, USA
119		3496 Wood Valley Road, Norman, Oklahoma, 73071, USA
120		4199 12th Avenue NE, Norman, Oklahoma, 73071, USA
121		4799 West Rock Creek Road, Norman, Oklahoma, 73072, USA
122		499 Sandpiper Lane, Norman, Oklahoma, 73071, USA
123		594 24th Avenue NE, Norman, Oklahoma, 73071, USA
124		598 Coalbrook Drive, Norman, Oklahoma, 73071, USA
125		698 Accipiter Street, Norman, Oklahoma, 73072, USA
126		4799 12th Avenue NW, Norman, Oklahoma, 73069, USA
128		1800 Northcliff Avenue, Norman, Oklahoma, 73071, USA
129		8495 East Franklin Road, Norman, Oklahoma, 73026, USA
130		8481 East Tecumseh Road, Norman, Oklahoma, 73026, USA
131		10999 East Tecumseh Road, Norman, Oklahoma, 73026, USA
132		4486 East Franklin Road, Norman, Oklahoma, 73026, USA
133		5198 East Franklin Road, Norman, Oklahoma, 73026, USA
134		5499 60th Avenue NE, Norman, Oklahoma, 73026, USA
135		5192 East Tecumseh Road, Norman, Oklahoma, 73026, USA
136		3197 60th Avenue NE, Norman, Oklahoma, 73026, USA
137		3801 108th Avenue NE, Norman, Oklahoma, 73026, USA
138		3110 West Franklin Road, Norman, Oklahoma, 73072, USA
140		3408 Jenkins Avenue, Norman, Oklahoma, 73072, USA
141		15295 State Highway 9, Norman, Oklahoma, 73026, USA
142		3240 108th Avenue Northeast, Norman, Oklahoma, 73026, USA
143		2797 East Robinson Street, Norman, Oklahoma, 73071, USA
144		3599 84th Avenue Southeast, Norman, Oklahoma, 73026, USA
145		3440 South Jenkins Avenue, Norman, Oklahoma, 73072, USA
146		3803 Chautauqua Avenue, Norman, Oklahoma, 73072, USA
149		1320 Da Vinci Street, Norman, Oklahoma, 73069, USA
150		320 E. Comanche Street, Norman, Oklahoma, 73069, USA
151		602 N. Findlay Avenue, Norman, Oklahoma, 73071, USA
153		225 N Webster Avenue, Norman, Oklahoma, 73069, USA
154		2201 Trae Young Drive, Norman, Oklahoma, 73072, USA
155		2705 E Robinson St, Norman, Oklahoma, 73071, USA
156		2701 E Robinson St, Norman, Oklahoma, 73071, USA
157		2709 E Robinson St, Norman, Oklahoma, 73071, USA
158		2301 Goddard Avenue, Norman, Oklahoma, 73069, USA
160		2801 E. Robinson Street, Norman, Oklahoma, 73071, USA

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SCHEDULE OF SUB-LIMITED LOCATIONS

Sub-Limited Location Schedule

Loc. No.	Title	Address
127		103 West Acres Street, Norman, Oklahoma, 73069, USA
Sub-limit of liability:		
Personal Property		USD 2,926,380
Real Property		USD 44,193,275
Business Interruption		NOT COVERED
147		531 East Symmes Street, Norman, Oklahoma, 73071, USA
Sub-limit of liability:		
Location Limit		USD 100,000 not to exceed
Personal Property		NOT COVERED
Real Property		USD 100,000
Business Interruption		NOT COVERED

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POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

Insured Name: City of Norman and Norman Utilities Authority

Date: 9 November 2026

Account Number: 57162

Insurer Name: Affiliated FM Insurance Company

The Terrorism Risk Insurance Act of 2002, as amended and extended, gives you the right as part of your property insurance program to elect or reject insurance coverage for locations within the United States or any territory or possession of the United States for losses arising out of acts of terrorism, as defined and certified in accordance with the provisions of the act.

You should know that where coverage is provided for losses resulting from certified acts of terrorism, such losses may be partially reimbursed by the United States government under a formula established by federal law. Under this formula, the United States government generally pays 80% of covered terrorism losses exceeding a statutorily established deductible paid by the insurer referenced above. The Terrorism Risk Insurance Act, as amended, contains a USD 100 billion cap that limits the U.S. government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses in any one program year exceeds USD 100 billion. If the aggregate insured losses for all insurers exceed USD 100 billion, your coverage may be reduced.

The premium charged for this coverage is provided below and does not include any charges for the portion of loss covered by the federal government under the act.

Acceptance or rejection of terrorism insurance coverage: under federal law, you have the right to accept or reject this offer of coverage for terrorist acts covered by the act as part of your property insurance program. If we do not receive this signed disclosure form prior to property insurance program inception date of 1 December 2026, then your property insurance program will reflect your decision not to purchase the terrorism coverage provided by the act.

_____I hereby elect to purchase coverage for terrorist acts covered by the act for a premium of **USD 22,274**. This premium does not include applicable taxes or surcharges.

_____I hereby decline this offer of coverage for terrorist acts covered by the act.

_____ _____

Policyholder/Applicant Signature Date

_____

Print Name

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File Attachments for Item:

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT OF LUCAS SANTOS ORTIZ IN THE AMOUNT OF $30,000.00 TO RESOLVE HIS TORT CLAIM FILED JANUARY 12, 2026.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: AshLynn Wilkerson, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT OF LUCAS SANTOS ORTIZ IN THE AMOUNT OF $30,000.00 TO RESOLVE HIS TORT CLAIM FILED JANUARY 12, 2026.

BACKGROUND:

A claim was filed by Lucas Santos Ortiz, through his legal counsel Joshua C. Mills, for property and personal injury damages, for an initial demand amount of $65,000.00, resulting from a vehicle collision at North Berry Road and Iowa Street on the afternoon of January 12, 2026. A companion claim from passenger Raymundo Lopez is anticipated for this same incident.

DISCUSSION:

City Attorney staff discussed the merits of this claim and potential settlement during an executive session held on October 27, 2026. The settlement offer is in and around the range discussed in such Executive Session.

RECOMMENDATION:

Based upon the above and foregoing, it is the recommendation of the City Attorney's office that the claim of Lucas Santos Ortiz, in the total amount of $30,000.00 as set forth above, be approved. Funds are available in Risk Management – Special Claims account (43122351-44718) to cover the claim.

File Attachments for Item:

17. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/ OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $23,321.00 FROM THE OKLAHOMA CONSERVATION COMMISSION FOR THE BISHOP CREEK ECO PARK RAIN GARDEN AND APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Michele Loudenback, Environmental and Sustainability Manager

PRESENTER: Michele Loudenback, Environmental and Sustainability Manager

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $23,321.00 FROM THE OKLAHOMA CONSERVATION COMMISSION FOR THE BISHOP CREEK ECO PARK RAIN GARDEN AND APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

Section 12-110 of the City Code requires that the City Council accept all donations valued greater than $250 received by the City prior to the use or disbursement of same. Therefore, it is requested that Council review and consider the following item for acceptance and use by the Parks and Recreation Department.

DISCUSSION:

Bishop Creek, a beloved urban stream, is the focus of the Bishop Creek Watershed Based Plan, which was formally accepted by the Environmental Protection Agency in April 2023. The plan outlined a series of targeted best management practices (BMPs) to be implemented within the watershed aimed at improving and protecting water quality within the Bishop Creek watershed. Bishop Creek Eco Park's development included the installation of a rain garden to filter and treat runoff before it enters the creek, aligning with the goals of the Watershed Based Plan. This site, which will also serve as a demonstration project showcasing green infrastructure practices to residents, school groups and community organizations, is an impressive project. This fact is shown by the donation received from the Oklahoma Conservation Commission, in the amount of $23,321.00, to support the rain garden installation. The money will fund the rain garden's installation.

RECOMMENDATION:

It is recommended that City Council accept the donation of $23,321.00 from the Oklahoma Conservation Commission to be used for the installation of the rain garden in Bishop Creek Eco Park and the money be deposited into Donations-Organization (account 109-363373) and appropriated to the Carter/Alameda Stormwater Park project (PR0028-Const, account 50794442-46101).

File Attachments for Item:

18. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-40 AND E-2627-41: PERMANENT ROADWAY EASEMENT E-2627-41 AND TEMPORARY DRIVEWAY EASEMENT E-2627-40; AND THE FILING THEREOF IN THE AMOUNT OF $1,300.00 FOR THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AS OUTLINED IN THE STAFF REPORT. (WARD 4 AND 7)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Joseph Taylor, Staff Engineer

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-40 AND E-2627-41: PERMANENT ROADWAY EASEMENT E-2627-41 AND TEMPORARY DRIVEWAY EASEMENT E-2627-40; AND THE FILING THEREOF IN THE AMOUNT OF $1,300.00 FOR THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AS OUTLINED IN THE STAFF REPORT. (WARD 4 AND 7)

BACKGROUND:

On April 2, 2019, the citizens of Norman voted in favor of a $72 million transportation bond issue, which includes nineteen (19) projects. With the anticipated $67 million in federal dollars being leveraged for these projects, approximately $139 million is budgeted for the nineteen (19) projects. One of the nineteen 2019 bond projects is the Lindsey Street Special Corridor Project from Pickard Avenue to Elm Avenue. The Lindsey Street Special Corridor Project located from Pickard Avenue to Elm Avenue is approximately 0.4 miles in length. The design of this project will improve this segment of Lindsey Street to include the following:

- Reconstruction of the 2-lane roadway
- Add left-turn lanes at intersections
- On-street bike lanes
- Reconstruct sidewalks on both sides of the street
- Add curb and gutter for improved drainage
- New storm sewer system
- Traffic signal replacements
- Adding side street center left-turn lanes for existing signalized intersections

The Lindsey Street Special Corridor Project - Pickard Avenue to Elm Avenue has been approved to receive federal funds to aid in the construction costs and is scheduled to be out for bid in February of 2027 pending right of way and final plans submittal.

On January 9, 2024, the Norman City Council approved contract No. K-2324-116 in the amount of $313,775 with MacArthur Associated Consultants, LLC, for the design of the Lindsey Street Special Corridor Project - Pickard Avenue to Elm Avenue.

On November 25, 2025, the Norman City Council approved Work Order No. PW1 for Right-of-Way acquisition services on the Lindsey Street Special Corridor Project – Pickard Avenue to

Elm Avenue to Pinnacle Consulting Group, Inc. (Pinnacle) of Oklahoma City in the amount of $241,350.00.

On May 26, 2026, the Norman City Council accepted the first fourteen (14) easements from ten (10) properties on the project in the amount of $11,785.

On July 14, 2026, Norman City Council accepted the next twenty-four (24) easements from twelve (12) properties on the project in the amount of $19,900.

On July 28, 2026, Norman City Council authorized the filing of eminent domain proceedings for the remaining ten (10) parcels that the City could not successfully come to an agreement on.

On August 11, 2026, Norman City Council accepted the next fourteen (14) easements from five (5) properties on the project in the amount of $8,475.00.

On September 22, 2026, Norman City Council accepted the next easement from one (1) property on the project.

On October 13, 2026, Norman City Council accepted the next five (5) easements from one (1) property on the project in the amount of $14,135.00.

The City's current construction cost estimate for the project is $6,448,000 plus 6% Construction Engineering ($386,880) and 15% contingency ($967,200) for a total of $7,802,080. Based on this amount, City 2019 Bond Funds will pay $3,623,501 or 46.4% and federal funds will pay $4,178,579 (federal capped amount) or 53.6% of construction and construction management costs. Federal funds have been secured for FFY2026, which means ODOT can take bids for the project as soon as right-of-way acquisition and the final construction documents are complete. City staff anticipate a February 2027 bid opening with construction starting in Summer of 2027.

DISCUSSION:

Right-of-way necessary for the Lindsey Street Special Corridor Project from Pickard Avenue to Elm Avenue consists of eighty (80) separate easements on forty-one (41) parcels. Pinnacle Management Group, LLC (Pinnacle) determined the land value and damages associated with each parcel and assisted City staff in the preparation of offer letters to each property owner affected. These easements are typically small and have minimal impact on the existing property. The easements are generally needed to improve intersections, construct driveways and complete final grading adjacent to the project.

The offer letters were sent on March 6, 2026, and contained information identifying the required easements and encouraged each property owner to consider donation of the property. City staff and Pinnacle have met with the affected property owners and have answered questions and aided them in understanding the right-of-way acquisition process, as well as the effect it will have on their properties.

This item is for the acceptance of one (1) parcel successfully negotiated, consisting of two (2) easements, totaling $1,300.00. The secured easements are for Parcel 8.

For land acquisition of this nature, City policy requires compliance with the Federal Acquisition and Relocation Act. Property owners are provided with ample opportunities to negotiate the sale of land to be used for public right-of-way. Property owners may donate their property, or they may be compensated for fair market value. City Council must approve and accept all land acquisitions.

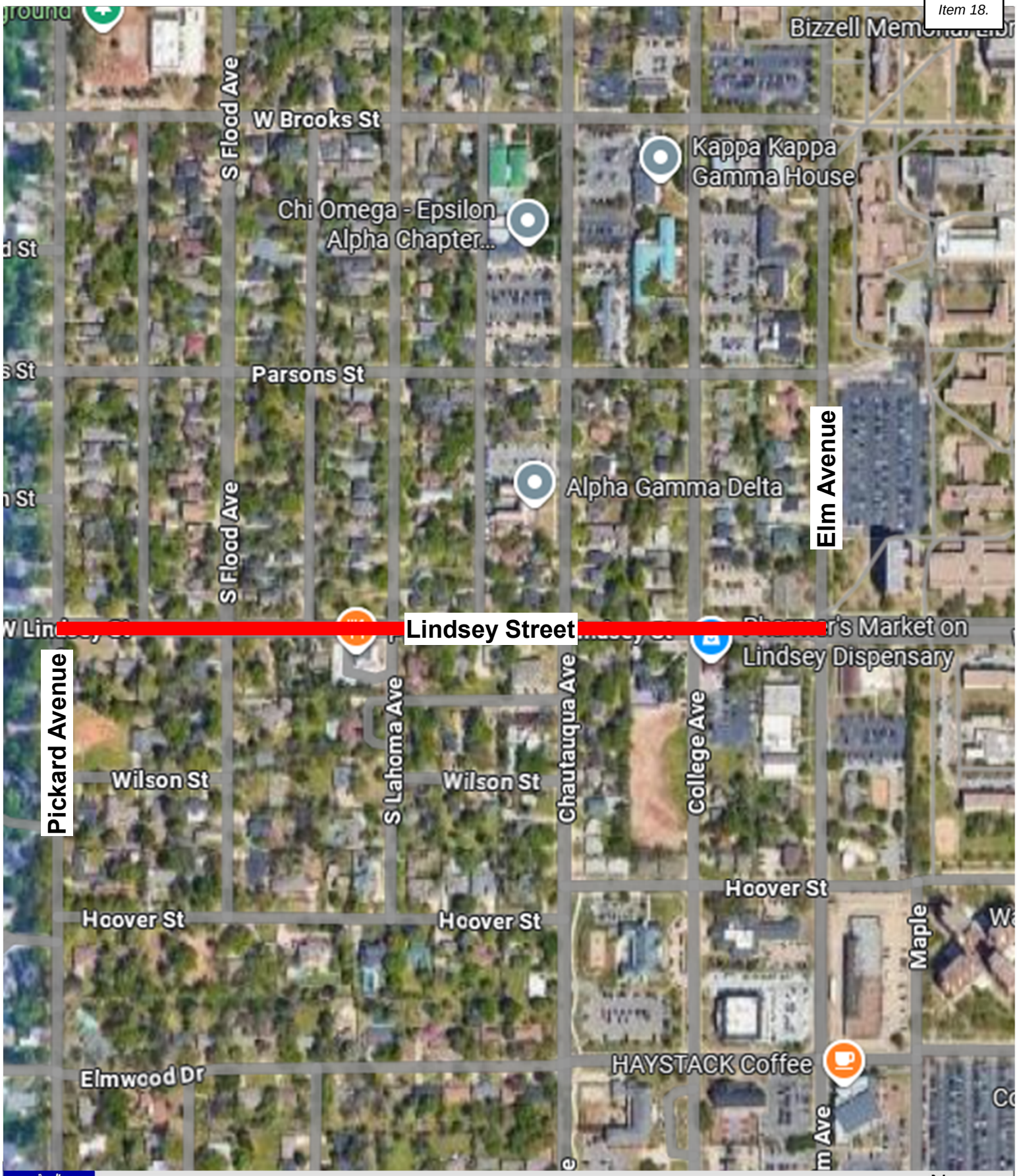
The next two (2) easements for the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue are being brought to City Council tonight for consideration of approval on Parcel 8.

Easement No.	Parcel No.	Grantors	Document	Cost
E-2627-40	8.1	Bradley C. Wallet and Zermarie Deacon	Temporary Driveway Easement - 805.12 sq. ft.	Donated
			Sub-Total	$0.00
E-2627-41	8	Bradley C. Wallet and Zermarie Deacon	Right-of-Way Easement- 24.50 sq. ft.	$1,300.00
			Sub-Total	$1,300.00

Funds are available to pay for these easements in the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue Land (Account No. 50594019-46001, Project No. BP0432).

RECOMMENDATION:

City staff recommend the above-described easements be accepted, and that payment be authorized, where appropriate, and the filing of permanent right-of-way or easements be directed thereof.



Lindsey Street Roadway Improvement Location Map

N

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 8.1

TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Bradley C. Wallet, a single person and Zermarie Deacon, a single person of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

See attached Exhibit "A" – Legal Description

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, they are the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 2nd day of November, 2026.

Bradley C. Wallet

Zermarie Deacon

R/W Form 43 City
Revised 02-07

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, a Notary Public in and for this State, on this 2nd day of November, 2026, personally appeared Bradley C. Wallet

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 3/14/29
Commission No. 17002213

Notary Public

SEAN HARRISON NOTARY # 17002213 EXP. 03/06/29 PUBLIC STATE OF OKLAHOMA

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, a Notary Public in and for this State, on this 2nd day of November, 2026, personally appeared Zermarie Deacon

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 3/14/29
Commission No. 17002213

Notary Public

SEAN HARRISON NOTARY # 17002213 EXP. 03/06/29 PUBLIC STATE OF OKLAHOMA

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

_____
Notary Public

STATE OF OKLAHOMA)

) ss.

COUNTY OF CLEVELAND)

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this 18 day of November, 2026.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 8.1
12/01/2025

EXHIBIT "A"

A strip, piece or parcel of land lying in the SW¼ of Section 31, Township 9 North, Range 2 West, I.M., in Cleveland County, Oklahoma, being more particularly described as follows:

Commencing at a point on the North 33' Right-of-way line of W. Lindsey St. and the East Right-of-way line of S. Flood Ave., and the Southwest Corner of Lot 24, Block 9 of Parsons Addition, thence N 00°07'17" W, a distance of 27.92 feet to the POINT OF BEGINNING; Thence N 00°07'17" W, a distance of 35.00 feet along the East R/W Line of S. Flood Ave.; Thence N 89°52'43" E, a distance of 23.00 feet; Thence S 00°07'17" E, a distance of 35.00 feet; Thence S 89°52'43" W, a distance of 23.00 feet to a point on the East R/W Line of S. Flood Ave., said point being the POINT OF BEGINNING.

Containing 0.018 acres, more or less.

David E. Woody II PLS #1890

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 8

Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Bradley C. Wallet, a single person and Zermarie Deacon, a single person

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten and 00/100 dollars ----------($ 10.00) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Norman, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

See Exhibit "A" – Legal Description

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public roadway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Norman, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public roadway and all roadway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public roadway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except _____.

The undersigned Grantors hereby designate and appoint Bradley C. Wallet and Zermarie Deacon as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 2nd day of November, 2026.

Bradley C. Wallet

Zermarie Deacon

R/W Form 48
Revised 12-10

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, a Notary Public in and for this State, on this 2nd day of November, 2026, personally appeared Bradley C. Wallet

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 3/6/29
Commission No. 17002213

Notary Public

SEAN HARRISON NOTARY PUBLIC # 17002213 EXP. 03/06/29 STATE OF OKLAHOMA

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, a Notary Public in and for this State, on this 2nd day of November, 2026, personally appeared Zermarie Deacon

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: 3/6/29
Commission No. ~~3/6/29~~ 17002213

Notary Public

SEAN HARRISON NOTARY PUBLIC # 17002213 EXP. 03/06/29 STATE OF OKLAHOMA

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

Notary Public

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

Notary Public

STATE OF OKLAHOMA)

) ss.

COUNTY OF CLEVELAND)

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this 18 day of November, 20 26.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 8
12/01/2025

EXHIBIT "A"

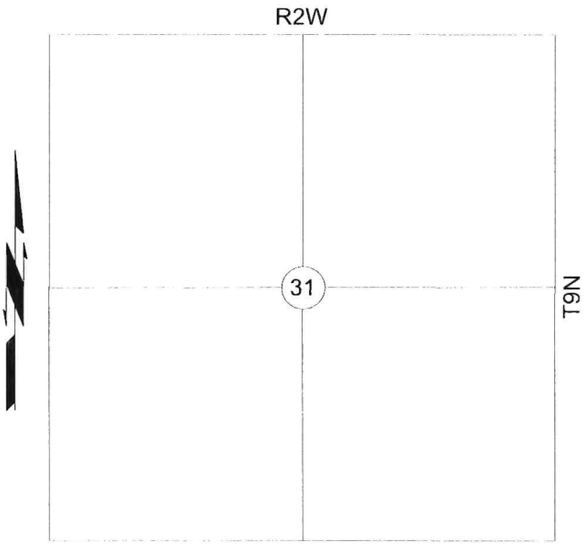
A strip, piece or parcel of land lying in the SW¼ of Section 31, Township 9 North, Range 2 West, I.M., in Cleveland County, Oklahoma, being more particularly described as follows:

Beginning at a point on the North 33' Right-of-way line of W. Lindsey St. and the East Right-of-way line of S. Flood Ave., and at the Southwest Corner of Lot 24, Block 9, of Parsons Addition, said point being the POINT OF BEGINNING; Thence N 00°07'18" W, a distance of 7.00 feet along the East R/W Line of S. Flood Ave.; Thence S 45°07'17" E, a distance of 9.90 feet to a point on the North R/W Line of W. Lindsey St. and the South line of Lot 24; Thence S 89°52'43" W, a distance of 7.00 feet along the North R/W Line of W. Lindsey St. to the POINT OF BEGINNING.

Containing 0.001 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890



JOB: 37984 PIECE: (05)

PARCEL NO. 8 & 8.1

COUNTY: CLEVELAND

PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 31 T9N R2W

SCALE 1"= '

BEFORE GROSS	8,628.559 SF	0.198 ACRES
EXISTING R/W	SF	ACRES
PERMANENT R/W	24.500 SF	0.001 ACRES
REM IN QTR	7,798.937 SF	0.179 ACRES
PERPETUAL EASEMENT ( )	SF	ACRES
TEMP R/W (8.1)	805.122 SF	0.018 ACRES
TEMP R/W ( )	SF	ACRES
TEMP R/W ( )	SF	ACRES
TEMP R/W ( )	SF	ACRES



SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 8, 8.1

PROPERTY LOCATION: Section 31, Township 9N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Bradley C. Wallet and Zermarie Deacon
821 W. Lindsey St.
Norman, OK 73069

ASSIGNMENT: Bradley C. Wallet and Zermarie Deacon

MORTGAGES AND LIENS: Bank of America, N.A.

IMPROVEMENTS: None

DAMAGES: Replace 10 LF of Wood Privacy Fence and Parcel 8 – 24.500 SF of Permanent Roadway Easement.

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Permanent Roadway Easement for Parcel 8 for 24.500 Sq Ft
Temporary Driveway Easement for Parcel 8.1 for 805.122 Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $1,300.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City IS NOT responsible for constructing right-of-way fence.
The temporary easement will expire upon completion of construction.
The City intends to provide on-street parking along Flood Avenue and reconstruct the driveway in phases, completing one half at a time. The City's goal is to maintain access to the property throughout construction. However, this may require the property owners to walk through areas where construction activities are ongoing.
The City will make every effort to coordinate construction activities with the property owners' schedules. The City cannot guarantee that the contractor will be able to accommodate specific timing requests, as construction is administered by ODOT rather than the City of Norman Public Works Division. The City will, however, make every effort to provide the property owners with at least one week's advance notice of planned construction activities.
The temporary driveway easement is used only to rebuild the driveway (no staging, storage or contractor parking).
The temporary driveway easement will remain in effect until completion of the construction of the driveway and sod installation. Sod installation may need to occur toward the end of the project, potentially near final acceptance.
The City cannot guarantee the sequence or timing of these activities, as ODOT administers the construction, and the contractor is responsible for determining the means and methods of construction.
Any damage to the garage or fencing on private property will be repaired at no cost to the property owner by either the City or the contractor.
The driveway will be constructed as shown on the attached plans.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of $1,300.00 to Bradley C. Wallet and Zermarie Deacon

PROPERTY OWNER
Bradley C. Wallet — DATE: 2 NOV 26

PROPERTY OWNER
Zermarie Deacon — DATE: 2 Nov 26

ACQUISITION AGENT — DATE: 11/2/26

RW FORM ACQ 220

File Attachments for Item:

19. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-8: A REPLAT FOR LOT 5, BLOCK 1, UNIVERSITY NORTH PARK, SECTION XXI, A PLANNED UNIT DEVELOPMENT, (LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.W. AND ROCK CREEK ROAD) (WARD 8).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11-24-26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-8: A REPLAT FOR LOT 5, BLOCK 1, UNIVERSITY NORTH PARK, SECTION XXI, A PLANNED UNIT DEVELOPMENT, (LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 24TH AVENUE N.W. AND ROCK CREEK ROAD) (WARD 8).

BACKGROUND:

This item is a final plat of a Replat for Lot 5, Block 1, University North Park, Section XXI, a Planned Unit Development located at the southeast corner of the intersection of 24th Avenue N.W. and Rock Creek Road.

City Council, at its meeting of December 12, 2006, adopted Ordinance No. O-0607-13 amending the Planned Unit Development narrative. In addition, City Council approved the preliminary plat for University North Park, a Planned Unit Development.

The Norman Development Committee, on November 3, 2026, reviewed and approved the final site development plan and final plat of a Replat for Lot 5, Block 1, University North Park, Section XXI, a Planned Unit Development and recommended the final site development plan and final plat be submitted to City Council for consideration.

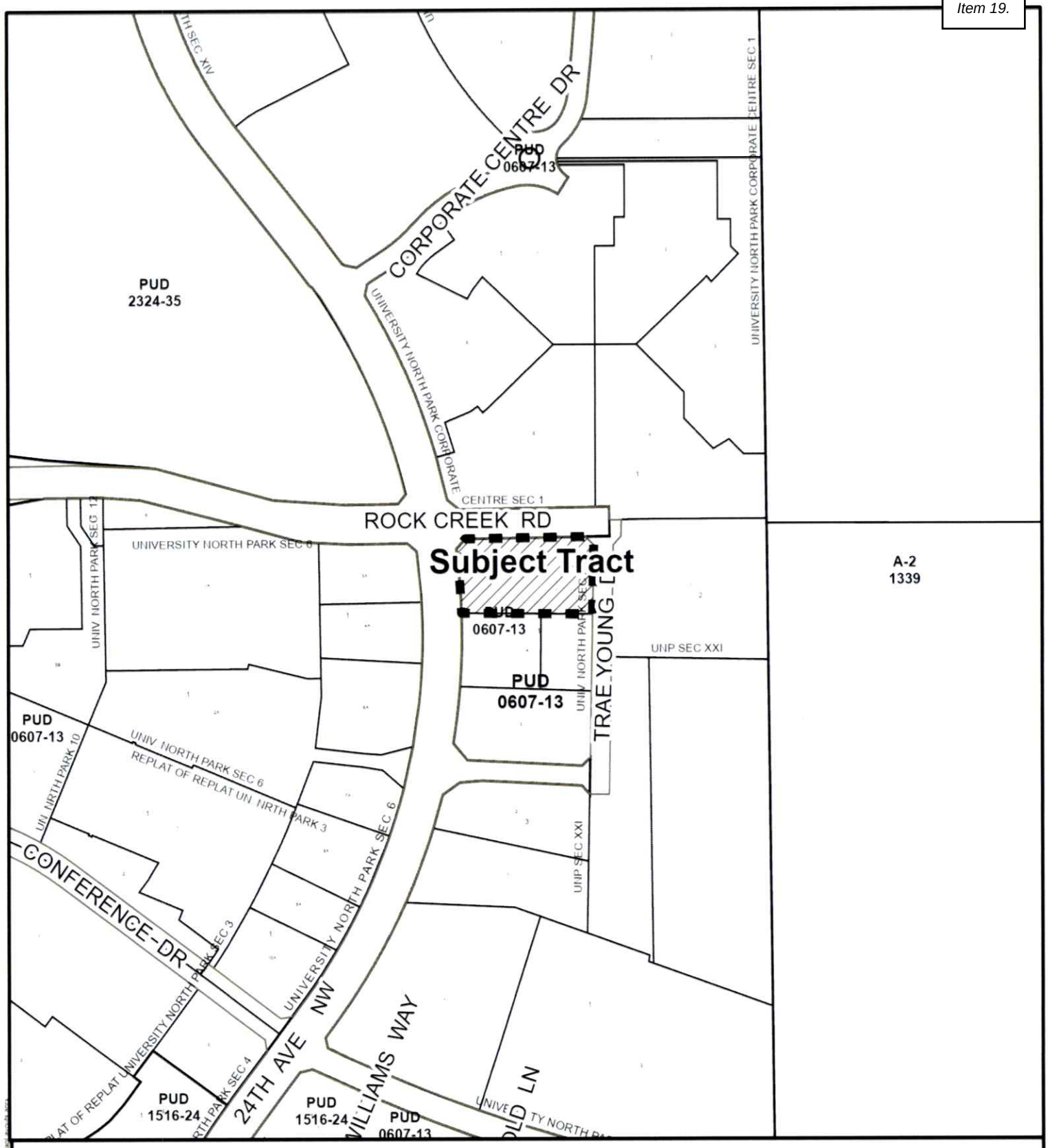
DISCUSSION:

The engineer for the developer has requested City Council approve the final site development plan and final plat of a Replat for Lot 5, Block 1, University North Park, Section XXI, a Planned Unit Development. All public improvements are existing.

The owner/developer proposes two (2) lots with commercial use on 2.1395 acres. Shake Shack is located on Lot 5A.

RECOMMENDATION:

Based upon the above information, staff recommends approval of the final site development plan and final plat and the filing of the final site development plan and final plat of a Replat for Lot 5, Block 1, University North Park Section XXI, a Planned Unit Development.



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.

N W E S

November 2, 2026

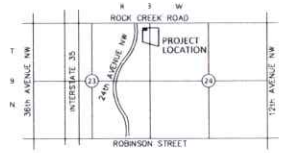
0 200 400 Ft.

Subject Tract

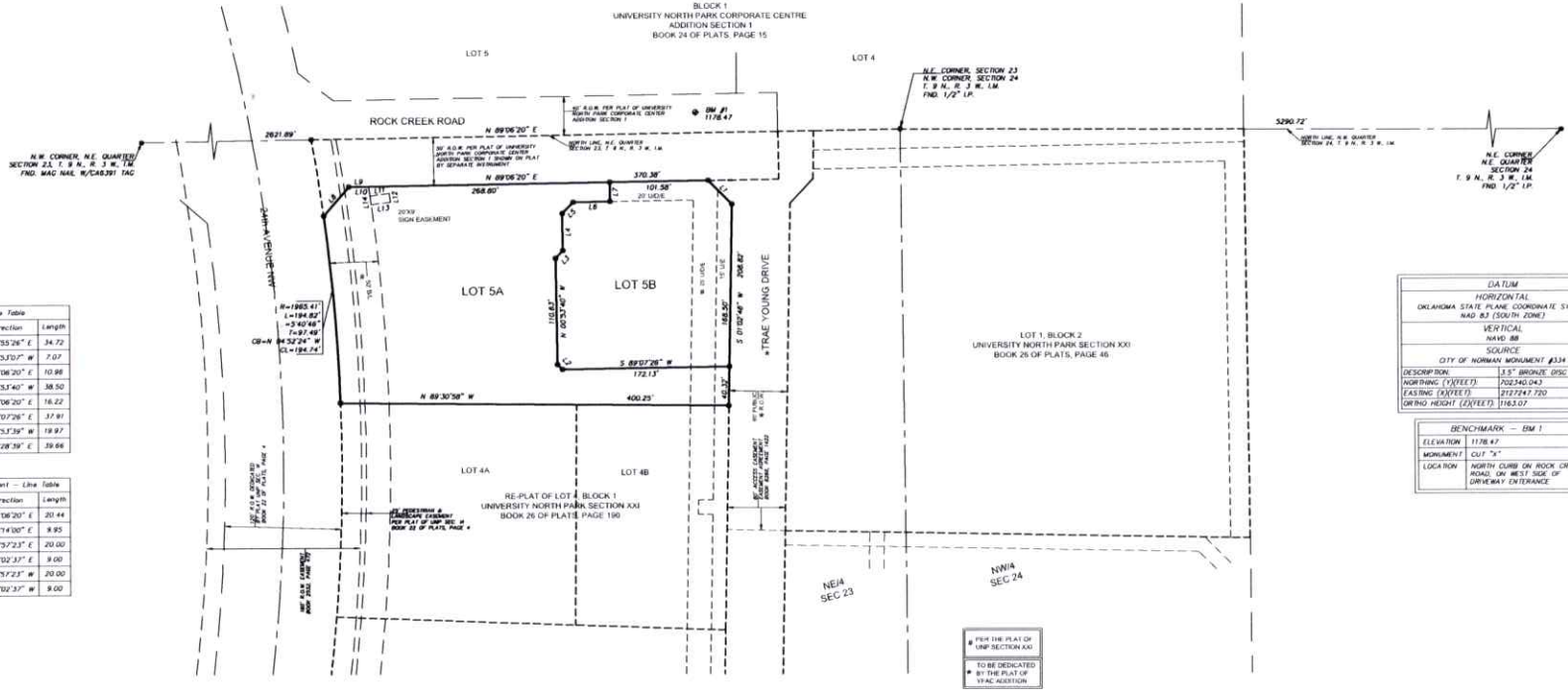
FINAL PLAT OF

REPLAT OF LOT 5, BLOCK 1
UNIVERSITY NORTH PARK SECTION XXI

A PLANNED UNIT DEVELOPMENT
A PART OF THE NORTHEAST QUARTER OF SECTION 23
TOWNSHIP 9 NORTH, RANGE 3 WEST OF THE INDIAN MERIDIAN
CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



LOCATION MAP
NOT TO SCALE



Line Table		
Line #	Direction	Length
L1	S 44°55'26" E	34.72
L2	N 45°53'07" W	7.07
L3	N 44°06'20" E	10.96
L4	N 00°53'40" W	38.50
L5	N 44°06'20" E	16.22
L6	N 89°07'26" E	37.91
L7	N 00°53'39" W	19.97
L8	N 40°28'39" E	39.66

Sign Easement – Line Table		
Line #	Direction	Length
L9	N 89°06'20" E	20.44
L10	S 08°14'06" E	9.95
L11	N 81°57'23" E	20.00
L12	S 08°02'37" E	9.00
L13	S 81°57'23" W	20.00
L14	N 08°02'37" W	9.00

DATUM	
HORIZONTAL	
OKLAHOMA STATE PLANE COORDINATE SYSTEM NAD 83 (SOUTH ZONE)	
VERTICAL	
NAVD 88	
SOURCE	
CITY OF NORMAN MONUMENT #334	
DESCRIPTION:	3.5" BRONZE DISC IN CONC.
NORTHING (Y)(FEET):	702340.043
EASTING (X)(FEET):	2127247.720
ORTHO HEIGHT (Z)(FEET):	1163.07

BENCHMARK – BM 1	
ELEVATION	1178.47
MONUMENT	CUT "X"
LOCATION	NORTH CURB ON ROCK CREEK ROAD, ON WEST SIDE OF DRIVEWAY ENTRANCE

#	PER THE PLAT OF UNIP SECTION XXI
*	TO BE DEDICATED BY THE PLAT OF YPAC ADDITION

LEGEND

P.O.B. - Point of Beginning
P.O.C. - Point of Commencement
U/D/E - Utility-Drainage Easement
D/E - Drainage Easement
B/L - Building Line
U/E - Utility Easement
R.O.W. - Right of Way

LEGAL DESCRIPTION

Lot 5 in Block 1 of UNIVERSITY NORTH PARK SECTION XXI a Planned Unit Development, an addition to the City of Norman, Cleveland County, Oklahoma, according to the plat recorded in Book 76 of Plats, Page 46.

Said described tract of land contains an area of 93,197 square feet or 2.1395 acres, more or less.

NOTES:

1. All improvements within utility easements may be removed by the city to perform maintenance, and replacement of such improvements is the responsibility of the property owner.
2. Easements shown hereon by specific recording information are shown for reference purposes only and are not dedicated pursuant to this final plat.
3. The basis of bearings for this survey was the Oklahoma State Plane Coordinate System (NAD83-South Zone) using a bearing of South 89°06'20" West on the north line of the Northeast Quarter of Section 23, Township 9 North, Range 3 West of the Indian Meridian.
4. Unless otherwise stated all property corners are 1/2" iron pins with CA6414 caps or mag nails with CA6414 tags.

GRAPHIC SCALE

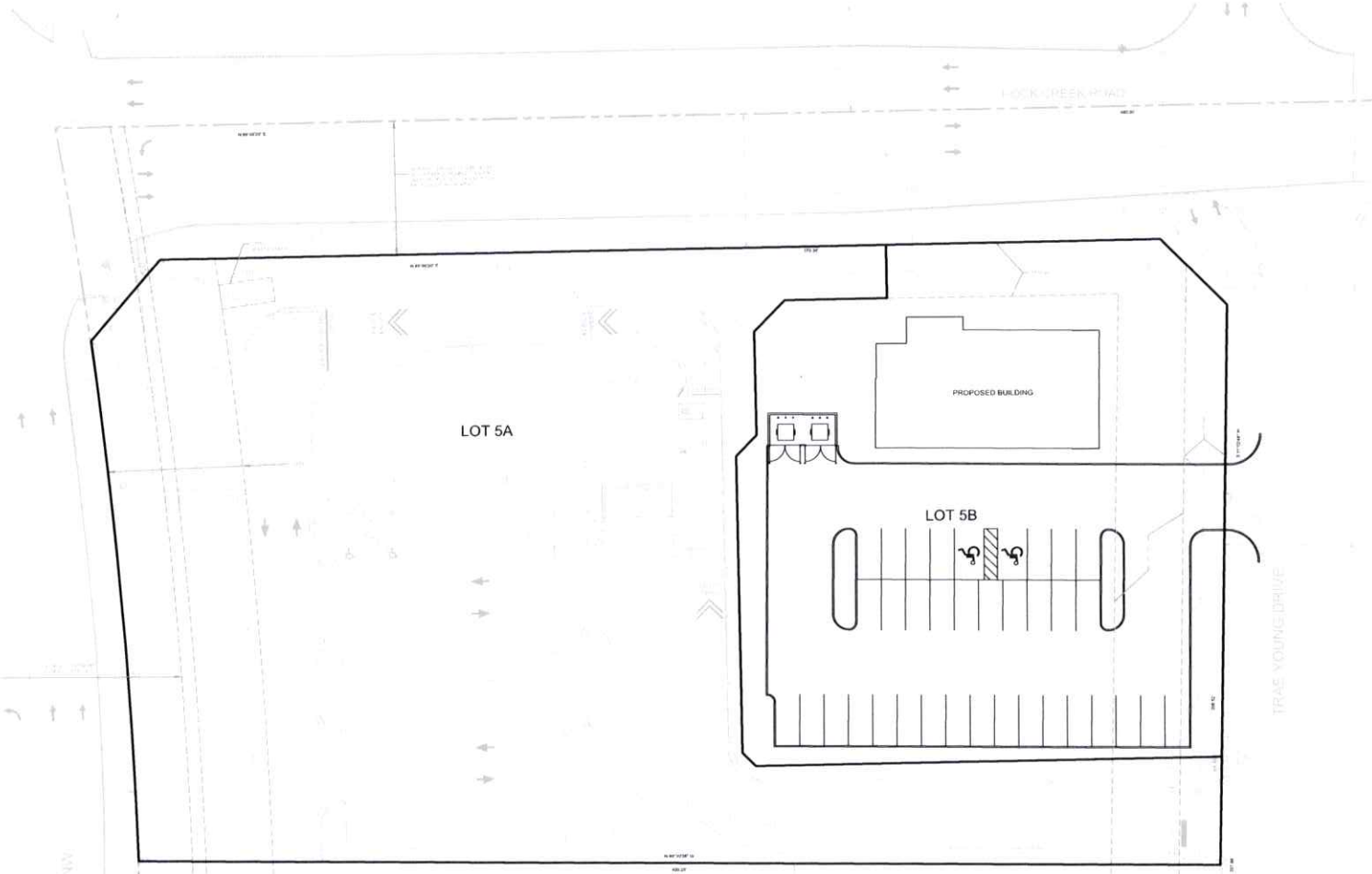
(IN FEET)
1 inch = 60 ft.

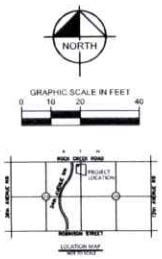
COWAN GROUP ENGINEERING
7100 N. CLASSEN, SUITE 500 · OKLAHOMA CITY, OK 73116
405-463-3369 (OFFICE) · 405-463-3381 (FAX)
www.cowangroup.cc
ENGINEERING · SURVEYING
CERTIFICATE OF AUTHORIZATION NO. 6414
EXPIRES JUNE 30, 2028

Sheet: 2 of 2

FINAL SITE DEVELOPMENT PLAN
REPLAT OF LOT 5, BLOCK 1
UNIVERSITY NORTH PARK SECTION XXI

SE CORNER OF 24TH AVENUE AND W ROCK CREEK RD
NORMAN, CLEVELAND COUNTY, OKLAHOMA 73069





Kimley»Horn

REVISIONS

No	DATE	BY

KHA PROJECT 061333202
DATE OCTOBER 2024
SCALE AS SHOWN
DESIGNED BY JCE
DRAWN BY JCE
CHECKED BY SRC

REPLAT OF LOT 5
UNP SECTION XXI
NORMAN, OK

FINAL SITE DEVELOPMENT PLAN

OKIE 811

By Edwards, Jace, Date: October 27, 2024, 10:51:09am, File Path: C:\ACC\ACCDocs\Kimley-Horn\061333202 - Edge Block Re-Replat\Project Files\4 - CAD\PlanSheets\Final Site Development Plan.dwg
Document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

DEVELOPMENT COMMITTEE

FINAL PLAT
FP-2627-8

DATE:
November 3, 2026

STAFF REPORT

ITEM: Consideration of a Final Plat for **REPLAT LOT 5, BLOCK 1, UNIVERSITY NORTH PARK ADDITION, SECTION XXI, A PLANNED UNIT DEVELOPMENT**.

LOCATION: Located at the southeast corner of the intersection of 24th Avenue N.W. and Rock Creek Road.

INFORMATION:

1. Owners. UTC 3, L.L.C.
2. Developer. UTC 3, L.L.C.
3. Engineer. Kimley-Horn.

HISTORY:

1. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2 zoning classification.
2. January 23, 1962. City Council adopted Ordinance No. 1339 placing a portion of this property in I-1 and removing it from A-2 zoning classification.
3. September 15, 1964. Planning Commission, on a vote of 9-0, recommended to City Council that a portion of this property be placed in I-1 and removed from A-2 zoning classification.
4. September 22, 1964. City Council adopted Ordinance No. 1686 placing a portion of this property in I-1, and removing it from A-2 zoning classification.
5. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that the NORMAN 2020 Land Use and Transportation Plan be amended by designating this property as a Special Planning Area Designation and changing it from Industrial Designation.
6. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that this property be placed in the PUD, Planned Unit Development and removed from I-1 and A-2 zoning classification.

7. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that the preliminary plat for University North Park Addition, a Planned Unit Development be approved.

8. August 13, 2002. City Council amended the NORMAN 2020 Land Use and Transportation Plan designating this property as a Special Planning Area.

9. August 13, 2002. City Council adopted Ordinance No. O-0203-2 placing this property in the PUD, Planned Unit Development, and removing it from I-1 and A-2 zoning classification. The approval included the preliminary plat for University North Park Addition.

10. September 14, 2006. Planning Commission, on a vote of 7-0, recommended to City Council the amending of the Planned Unit Development Narrative.

11. September 14, 2006. Planning Commission, on a vote of 7-0, recommended to City Council that the preliminary plat for University North Park Addition, a Planned Unit Development be approved.

12. October 24, 2006. City Council postponed indefinitely Ordinance No. O-0607-13, amending the Planned Unit Development Narrative and Site Development Plan for University North Park Addition, a Planned Unit Development.

13. October 24, 2006. City Council postponed indefinitely the revised Preliminary Plat for University North Park Addition, a Planned Unit Development.

14. December 12, 2006. City Council approved Ordinance No. O-0607-13 amending the Planned Unit Development Narrative and Site Development Plan and approved the revised Preliminary Plat for University North Park Addition, a Planned Unit Development.

15. August 3, 2023. The Development Committee approved the program of public improvements, the final site development plan and final plat for University North Park addition, Section XXI, a Planned Unit Development and recommended the City Council approve the final site development plan and final plat.

16. August 22, 2023. City Council approved the final site development plan and final plat for University North Park Addition, Section XXI, a Planned Unit Development.

17. November 21, 2023. The final site development plan and final plat for University North Park Addition, Section XXI, a Planned Unit Development were filed of record with the Cleveland County Clerk.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants are existing.

2. Sanitary Sewer. Sanitary sewer is existing.

4. Sidewalks. Sidewalks are existing.

5. Storm Sewers. Storm water and appurtenant drainage structures have been installed. An off-plat privately maintained detention pond will be utilized.

6. Streets. Streets are existing.

7. Water Mains. Water mains are existing.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. All street rights-of-way are dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, final site development plan and final plat are attached.

STAFF COMMENTS AND RECOMMENDATION: The engineer for the developer has requested the Development Committee review and approve the final site development plan and final plat for a Replat of Lot 5, Block 1, University North Park Addition, Section XXI, a Planned Unit Development and submit them to City Council for consideration.

This property consists of 2.1395 acres and two (2) lots. Shake Shack is located on Lot 5A. The proposed use for Lot 5B is commercial.

APPLICATION FOR
DEVELOPMENT COMMITTEE
ACTION

Date: Oct. 27, 2026

Part I: To be Completed by Applicant:

1. Applicant(s):
Jace C. Edwards, P.E.
Kimley-Horn on behalf of UTC 3, LLC

Signature of Applicant(s):

Telephone Number and Address:
(405) 766-7480
4727 Gaillardia Parkway, Suite 250
Oklahoma City, OK 73142

2. Project Name and Legal Description:
Re-Plat of Lot 5, Block 1 University North Park Section XXI

3. Action Request of Development Committee:
Request the Development Committee approve the final site development plan and final plat and submit to City Council for consideration.

Part II: To Be Completed by Development Committee:

Development Committee Met on: November 3, 2026

Development Committee Findings: The engineer for the ownerhas requested the Development Committee approve the final development site plan and final plat of a Replat for Lot 5, Block 1, University North Park Section XXI, a Planned Unit Development.

Development Committee Recommendations:

Recommend to City Council the approval of the final site development plan and final plat of a Replat for Lot 5, Block 1 University North Park Section XXI, a Planned Unit Development.

	Yes	No	Record of Acceptance:	Yes	No
Director of Public Works	☒	☐	Director of Planning	☒	☐
Director of Utilities	☒	☐	Planning Services Manager	☒	☐
City Engineer	☒	☐	Subdivision Development Manager	☒	☐

File Attachments for Item:

20. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2627-3: FOR MIRACLE ACRES AND EASEMENT E-2627-39 (LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF 96TH AVENUE S.E. AND ETOWAH ROAD) (WARD 5).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2627-3: FOR MIRACLE ACRES AND EASEMENT E-2627-39 (LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF 96TH AVENUE S.E. AND ETOWAH ROAD) (WARD 5).

BACKGROUND:

This item is Norman Rural Certificate of Survey No. COS-2627-3 for Miracle Acres and is located at the northeast corner of the intersection of 96th Avenue S.E. and Etowah Road.

Norman Rural Certificate of Survey COS-2627-3 for Miracle Acres was approved by Planning Commission, at its meeting on October 8, 2026, on a vote of 7-0.

DISCUSSION:

This property consists of a total of 79.5 acres. Tract 1 consists of 19.5 acres, Tract 2 consists of 20 acres, Tract 3 consists of 20 acres and Tract 4 consists of 20 acres.

This certificate of survey, if approved, will allow a single-family structure on each tract. Tract 3 has an existing house on it with existing private sanitary sewer system and water well. Private individual sanitary sewer systems and water wells will be installed in accordance with the Oklahoma Department of Environmental Quality (ODEQ) standards. Fire protection will be provided by the City of Norman pumper/tanker trucks.

Ninety-sixth Avenue S.E. is designated as a minor rural arterial. As a result, seventeen-foot (17') roadway, drainage and utility easement has been submitted. Etowah Road is designated as a rural collector. Right-of-way/easement has been previously granted.

RECOMMENDATION:

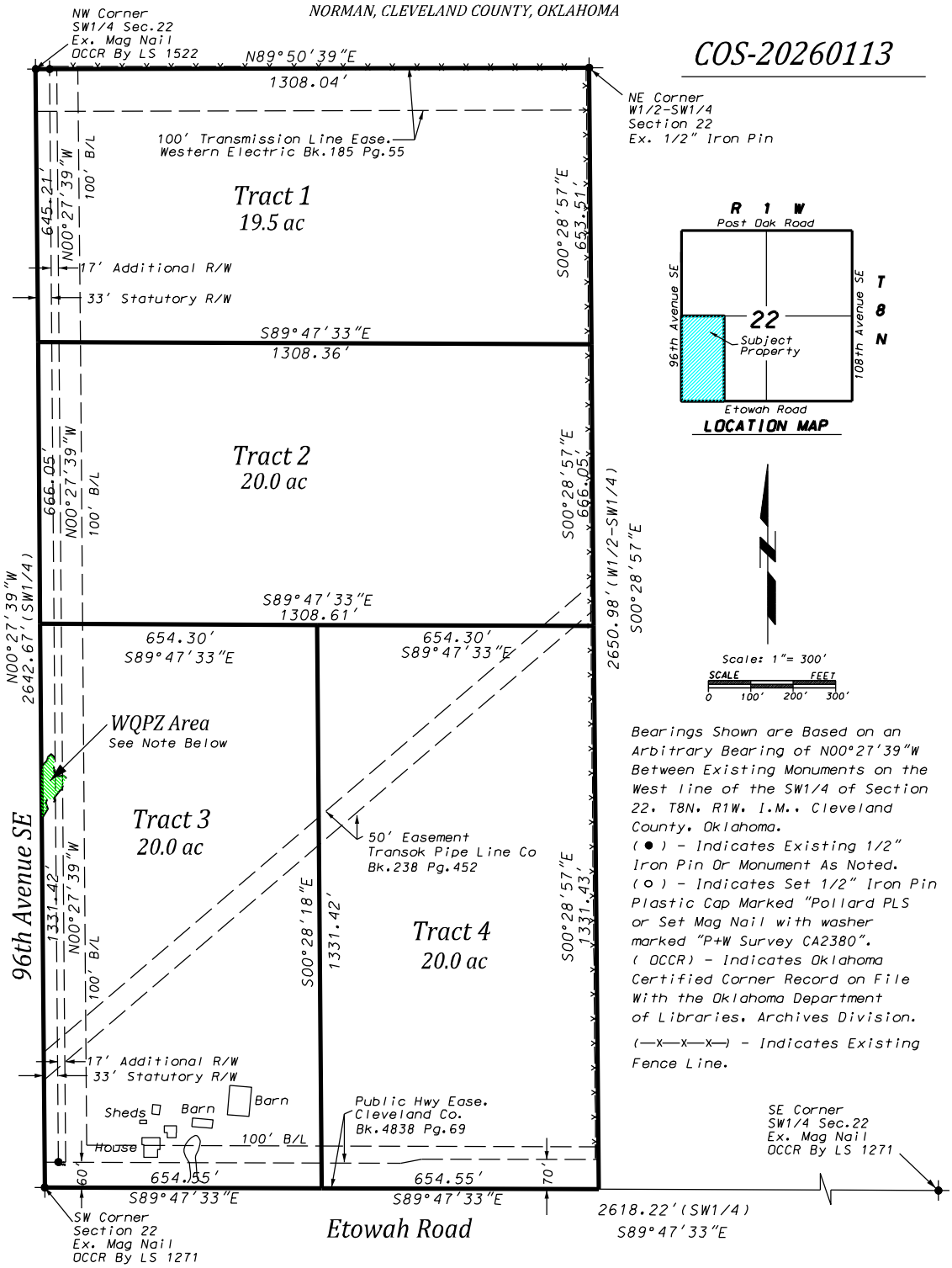
Staff recommends approval of Norman Rural Certificate of Survey No. COS-2627-3 for Miracle Acres and acceptance of Easement No. E-2627-39 and the filing of these documents with the Cleveland County Clerk.

MIRACLE ACRES

A NORMAN RURAL CERTIFICATE OF SURVEY SUBDIVISION

THE WEST HALF OF THE SOUTHWEST QUARTER (W1/2-SW1/4) OF SECTION 22, T8N, R1W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

COS-20260113



Bearings Shown are Based on an Arbitrary Bearing of N00°27'39"W Between Existing Monuments on the West line of the SW1/4 of Section 22, T8N, R1W, I.M., Cleveland County, Oklahoma.
(●) - Indicates Existing 1/2" Iron Pin Or Monument As Noted.
(○) - Indicates Set 1/2" Iron Pin Plastic Cap Marked "Pollard PLS or Set Mag Nail with washer marked "P+W Survey CA2380".
(OCCR) - Indicates Oklahoma Certified Corner Record on File With the Oklahoma Department of Libraries, Archives Division.
(—x—x—x—) - Indicates Existing Fence Line.

(WQPZ) -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 WQPZ may be 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.
6901 72nd Avenue NE Norman, OK 73026
405-366-0001
CA 2380 exp.6-30-27 tpollard@pwsurveying.com

Miracle Acres		
Norman Rural COS Subdivision		
W1/2-SW1/4 of Section 22,T8N,R1W, IM		
Norman, Cleveland County, Oklahoma		
August 17, 2026	Drawn By:T.Pollard	
22-8n1w.dgn		Sheet 1 of 5

LAND SURVEYOR

Timothy G. Pollard, PLS 1474

NOTARY
State Of Oklahoma)
County Of Cleveland) SS
Before me, a Notary Public, in and for said County and State, on this 26th day of August, 202_, personally appeared, Timothy G. Pollard, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed.
My commission expires: _____

Notary Public

NORMAN PLANNING COMMISSION

Accepted by the City of Norman, Oklahoma, Planning Commission on this 8th day of October, 2026.

ATTEST:_____

Chairman

NOTARY
State Of Oklahoma)
County Of Cleveland) SS
Before me, a Notary Public, in and for said County and State, on this 8th day of October, 2026 personally appeared, Kevin Parker, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed.
My commission expires: 6-3-30

Notary Public

NORMAN CITY COUNCIL

Accepted by the City of Norman, Oklahoma, City Council on this ____ day of _____, 202_.

ATTEST: _____
City Clerk

_____
Mayor

GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS:
That in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, that **Miracle Family Trust**, do hereby grant, bargain, sell and convey unto the **City Of Norman**, a municipal corporation, **a public roadway, drainage and utility easement,** over, across the following described real estate and premises situated in Cleveland County, Oklahoma, to wit:
(17' Additional R/W along 96th Avenue SE)
An easement being part of the West Half of the Southwest Quarter (W1/2-SW1/4) of Section Twenty-two (22), Township Eight (8) North, Range One (1) West of the Indian Meridian, Cleveland County, Oklahoma, written by Timothy G. Pollard, PLS 1474 dated August 17, 2026, using an Arbitrary bearing of N00°27'39"W between existing monuments on the West line of said W1/2-SW1/4 as a Basis of Bearing, said tract further described as:
COMMENCING at the Southwest Corner of said W1/2-SW1/4;
Thence N00°27'39"W, on the West line of said W1/2-SW1/4, for a distance of 60.00 feet;
Thence S00°47'20"E for a distance of 33.00 feet to the **POINT OF BEGINNING**;
Thence N00°27'39"W for a distance of 2582.88 feet to the North line of said W1/4-SW1/4;
Thence N89°50'39"E, on said North line, for a distance of 17.00 feet;
Thence S00°27'39"W for a distance of 2582.99 feet;
Thence N89°47'20"W for a distance of 17.00 feet to the **POINT OF BEGINNING**

With the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining and operating the facilities indicated below:

Public Roadway, Drainage and Utility Easement

To have and to hold the same unto said City, it's successors and assigns forever.

Signed and delivered this 12th day of October, 2026.

Miracle Family Trust

Robert Miracle, Trustee

Carrie Miracle, Trustee

STATE OF OKLAHOMA)
COUNTY OF CLEVELAND) SS:
Before me, the undersigned, a Notary Public in and for said County and State on this 12th day of October, 2026, personally appeared, **Robert Miracle, Trustee and Carrie Miracle, Trustee,** to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed and as the free and voluntary act of said entity for the uses and purposes herein set forth.

JOSHUA THOMAS NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #23014662 Exp. November 6, 2027

Notary Public

CITY ATTORNEY
Approved as to form and legality this 23 day of October, 2026

City Attorney

NORMAN CITY COUNCIL
Accepted by the City of Norman, Oklahoma, City Council on this ____ day of _____, 20___.

ATTEST: _____
City Clerk

_____
Mayor

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: Miracle Family Trust

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF COS-2627-3: A NORMAN RURAL CERTIFICATE OF SURVEY FOR MIRACLE ACRES. (GENERALLY LOCATED AT S.E. 96TH AVE & ETOWAH RD; WARD 5)

LOCATION: Located at the northeast corner of the intersection of 96th Avenue S.E. and Etowah Road.

INFORMATION:

1. Owners. Miracle Family Trust.
2. Developer. Miracle Family Trust.
3. Surveyor. Pollard and Whited Surveying, Inc.

HISTORY:

1. October 21, 1961. City Council adopted Ordinance No. 1315 annexing a portion of this property into the Norman Corporate City Limits.
2. October 21, 1961. City Council adopted Ordinance No. 1318 annexing the remainder of this property into the Norman Corporate City Limits without zoning.
3. October 30, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
4. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.

IMPROVEMENT PROGRAM:

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.

2. Sanitary Sewer. Individual sanitary sewer systems will be installed in accordance with City and Oklahoma Department of Environmental Quality standards. There is an existing house on Tract 3 with an existing private sanitary sewer system.

3. Water. Individual water wells will be installed in accordance with City and Oklahoma Department of Environmental Quality standards. There is an existing house on Tract 3 with a private water well.

4. Acreage. This property consists of 79.5 acres. Tract 1 consists of 19.5 acres, Tract 2 consists of 20, Tract 3 consists of 20 acres and Tract 4 consists of 20 acres.

6. Easements. The owners has submitted an easement for roadway, drainage and utilities in connection with 96th Avenue S.E.

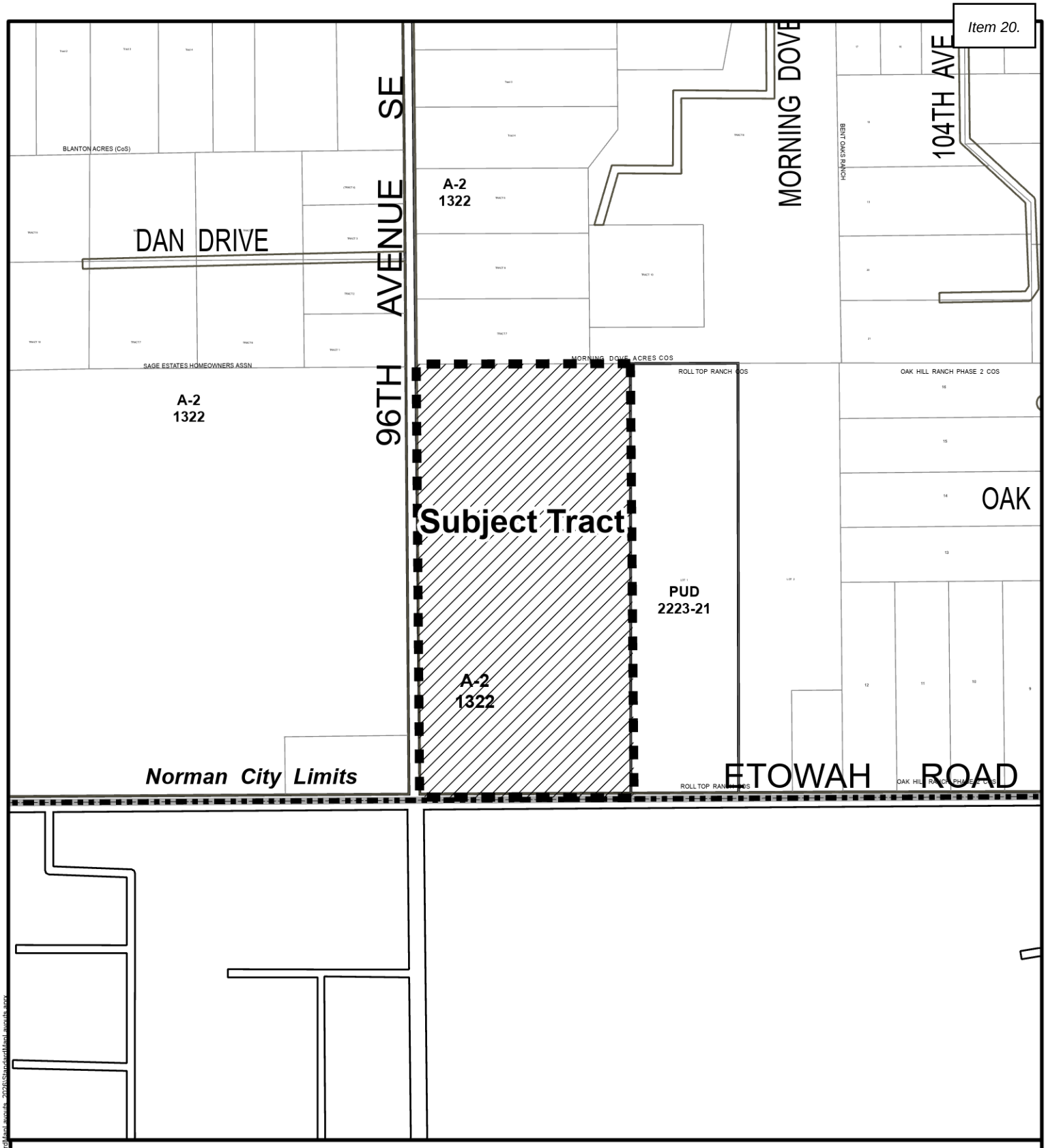
SUPPLEMENTAL MATERIAL: Copies of a location map and Norman Rural Certificate of Survey No. COS-2627-3 for Miracle Estates are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: The owners propose to subdivide their 79.5 acres into four (4) single-family residential tracts. Staff supports Norman Rural Certificate of Survey No. COS-2627-3 for Miracle Acres.

ACTION NEEDED: Recommend approval or disapproval of Norman Rural Certificate of Survey No. COS-2627-3 for Miracle Acres to City Council.

ACTION TAKEN:

_____



Location Map

Subject Tract

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.

N
W E
S

September 2, 2026

0 400 800 Ft.

\\CONJISILON\city\departments\GIS_PRO_Layout\Templates\Standard\Map_layouts_2026\Standard\Map_layouts.aprx

File Attachments for Item:

21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-2223-55: BY AND BETWEEN THE CITY OF NORMAN AND GARVER, L.L.C., FOR THE DESIGN ENGINEERING OF THE 24TH AVENUE NE WIDENING PROJECT FROM ROCK CREEK ROAD TO TECUMSEH ROAD IN THE AMOUNT OF $205,385.00 FOR THE 2019 BOND PROJECT AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARD 6)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Paul D'Andrea, Capital Projects Engineer

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-2223-55: BY AND BETWEEN THE CITY OF NORMAN AND GARVER, L.L.C., FOR THE DESIGN ENGINEERING OF THE 24TH AVENUE NE WIDENING PROJECT FROM ROCK CREEK ROAD TO TECUMSEH ROAD IN THE AMOUNT OF $205,385.00 FOR THE 2019 BOND PROJECT AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARD 6)

BACKGROUND:

On April 2, 2019, the citizens of Norman voted in favor of a $72 million transportation bond issue, which includes nineteen (19) projects. With the anticipated $67 million in federal dollars being leveraged for these projects, approximately $139 million is budgeted for the nineteen (19) projects. Please see the attached project list and map showing the approved projects.

On August 19, 2019, City staff advertised Request for Proposal RFP 1920-16 to solicit Consulting Engineering Services for the fourteen (14) bond projects still requiring design. The selection committee consisting of three (3) City staff and two (2) citizens shortlisted nine (9) consultant teams for interviews held on October 2, 2019. The five (5) consultant teams selected after interviews to complete the design on these projects are:

- Garver, Norman
- Cowan Group, Oklahoma City
- Freese and Nichols, Oklahoma City
- MacArthur Associated Consultants, Oklahoma City
- Olsson Associates, Oklahoma City

These consultants are being assigned the various projects by City staff based on capacity, performance on their current projects and capabilities of their firm to complete a specific project.

On October 10, 2022, City Council awarded Contract No. K-2223-55, the design engineering services contract for the 24th Ave NE Widening Project – Rock Creek Road to Tecumseh Road, to Garver, L.L.C. of Norman in the amount of $699,950.00.

On September 23, 2025, City Council approved Amendment No. 1 to Contract K-2223-55, with Garver, L.L.C. in the amount of $88,804.00 for additional design changes requested by the City to redesign the proposed roadway from four lanes to three lanes.

DISCUSSION:

The 24th Avenue NE Widening Project located from Rock Creek Road to Tecumseh Road was recently awarded a federal INFRA Grant in the amount of $11,000,000.00. Due to the receipt of the grant, the project has additional design requirements.

Now that the project is receiving federal funding, a NEPA environmental study is required. The City's engineering consultant on this project, Garver, also has in-house environmental services. City staff propose modifying their scope of services through this Amendment No. 2 to include completing the NEPA study. Their familiarity with the project will allow for faster delivery of the NEPA documents to help the city to meet the September 2027 funding deadline for the INFRA grant.

In addition, the INFRA grant is a grant for improving commerce routes and thus our approval for this funding requires revisions to the design to more closely align the project with the goals of the grant funding. These revisions include items such as revisions to traffic control elements, changing the 10' trail to a future element within the plans and other miscellaneous minor revisions requested by the funding organization.

Project funds are available to cover the $205,385.00 Amendment No. 2 cost within the various project accounts. However, a budget transfer from the project Construction account to the project Design account in the amount of $18,863.00 is required.

Amendment No. 2 resulted in a 20.7% fee increase over the current contract amount for a total design fee of $994,139 ($699,950 original contract + $88,804 AMD#1 + $205,385 AMD #2).

RECOMMENDATION No 1:

City staff recommend approval of a budget transfer in the amount of $18,863.00 from Construction (Project No. BP0426, Account No. 50594019-46101) to Design (Project No. BP0426, Account No. 50594019-46201).

RECOMMENDATION No 2:

City staff further recommend approval of Contract Amendment No. 2 to K-2223-55, between the City of Norman and Garver, L.L.C., for additional design engineering of the 24th Avenue NE – Rock Creek Road to Tecumseh Road Project in the amount of $205,385.00.

AMENDMENT NO. 2
TO CONTRACT NO. K-2223-55

Amendment No. 2 of the Contract K-2223-55 between Garver, LLC (CONSUTLANT) and the City of Norman, a municipal corporation (OWNER), is amended to include the following agreement of the parties.

RECITALS

WHEREAS, the Parties entered into Contract K-2223-55 on October 11, 2022 for professional engineering services in connection with the widening, reconstruction, and intersection improvements along 24th Avenue NE from Rock Creek Road to Tecumseh Road (the "Project"), as set forth therein, for a total cost of **$699,950.00**.

WHEREAS, the Parties wish to amend CONSULTANT's provision of contract services, and to supplement those services as set forth herein, for an extended time period to end on December 31, 2027, and for an additional cost of $205,385.00, bringing the contract total to **$994,139.00**.

I. **ATTACHMENT A** to K-2223-55, Scope of Services, shall be supplemented and amended as follows:

[SEE AMENDED ATTACHMENT A]

II. **ATTACHMENT B** to K-2223-55 shall be amended so as to reflect provision of the services outlined in ATTACHMENT A, as follows:

[SEE AMENDED ATTACHMENT B]

III. **ATTACHMENT C** to K-2223-55 shall be supplemented so as to provide for CONSULTANT's compensation for the amended and supplemental services outlined in this amendment, as follows:

[SEE AMENDED ATTACHMENT C]

IV. Contract K-2223-55 shall only be amended as required to give full force and effect to these amendments. All other terms of Contract K-2223-55 shall remain in full force and effect.

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

City of Norman
Contract No.: K-2223-55

Final payment shall not be deemed to waive any rights or obligation of the OWNER or the CONSULTANT to this AGREEMENT.

The Services provided for in this Agreement are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have executed this Agreement.

DATED this ____ day of _____, 2026.

The City of Norman (OWNER)	Garver, LLC (CONTRACTOR)
Signature _____	Signature [signature]
Name _____	Name MICHAEL WINTERSCHEIDT
Title _____	Title SENIOR PROJECT MANAGER
Date _____	Date 11-3-26
Attest:	Attest:
_____ City Clerk	_____ Secretary

Approved as to form and legality this 19 day of Nov 2026.

Elisabeth Muckala
City Attorney

Signatory Notarization

STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said MICHAEL WINTERSCHEIDT of the GARVER, LLC its SENIOR PROJECT MANAGER to me known to be the identical person(s) who executed the foregoing AMENDMENT 2 and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 3rd day of November, 2026.

My Commission Expires: 26003192

Notary Public:

BRIANNA LENOX
NOTARY PUBLIC
CLEVELAND COUNTY
STATE OF OKLAHOMA
COMMISSION NO. 26003192
EXPIRES 03-27-2030

RESOLUTION ADOPTED
BY THE MANAGEMENT COMMITTEE OF GARVER, LLC. AND
BY THE BOARD OF DIRECTORS OF GARVER – USA, INC.

The Management Committee of Garver, LLC, hereby certify that, as duly elected and qualified officers of said firm, the following resolution was adopted at a specially called meeting held on the 23rd day of October 2026, and that said Resolution is now in full force and effect:

NOW, THEREFORE, IT IS RESOLVED, that:

Brock E. Hoskins, Chair, President, Chief Executive Officer
Michael J. Graves, Executive Vice President, Chief Operating Officer
Jerry D. Holder, Jr., Senior Vice President, Treasurer
Frank O. McIllwain, Senior Vice President
Brent S. Schniers, Senior Vice President
Jeffrey L. Sober, Senior Vice President
Wm. Earl Mott, Jr., Senior Vice President
Kurtis L. John, Senior Vice President, Secretary, General Counsel
Matthew J. Gross, Vice President, Chief Information Officer
Kyle M. Lawson, Vice President, Chief Financial Officer
John C. Shaw, Vice President, Chief Human Resource Officer
Laura E. Nick, Vice President, Chief Communications Officer

Gregory A. Archer, Director of Architecture
Colin M. Bible, Vice President
John F. Cantabery, Vice President
Josh B. Crawford, Vice President
John C. Cutright, Vice President
Jason C. Langhammer, Vice President
Mary E. Mach, Vice President
Krysten S. Marshall, Vice President
R. Blake Martin, Vice President
Mitchell R. McAnally, Vice President
Shannon D. McGarrah, Vice President
Randall G. McIntyre, Vice President
Todd E. Mueller, Vice President
Daniel N. Olson, Vice President
Ronald S. Petrie, Vice President
J. Andy Pruitt, Vice President
Justin A. Rackley, Vice President
Blake W. Roberson, Vice President
John H. Ruddell, Vice President
Jenny E. Sallee, Vice President
Brian S. Shannon, Vice President
Aimee R. Schroller, Vice President
Patrick R. Sisemore, Vice President
S. Shane Smith, Vice President
Wallace C. Smith, Vice President
Keith D. Tencleve, Innovation & Business Support Director
Nicci D. Tiner, Vice President
Wendy G. Travis, Vice President
Adam T. White, Vice President
Dakota G. Zimmerman, Vice President

Nick J. Altobelli, Senior Project Manager
Amanda J. Anderson, Senior Project Manager
T. Wayne Black, Senior Project Manager
Bradley S. Bradshaw, Senior Project Manager
R. Wesley Cardwell, Business Team Leader
John W. Carrigan, Business Line Leader
Brian S. Chong, Water Design Center Manager
Robert J. Cook, Government Relations Director
Ernesto A. Flores, Water Design Center Manager
Jason E. Frank, Senior Project Manager
Christopher D. Gatling, Water Design Center Manager
Joshua W. Joyce, Area Practice Leader
Joseph B. Kaminski, Area Practice Leader
Lance P. Klement, Senior Project Manager
Scott C. Leach, Senior Project Manager
Craig G. Leone, Project Manager
Jerry T. Martin, Business Line Leader
Kirsten J. McCullough, Senior Project Manager
Zachary T. Moore, Project Manager
Dale P. Murphy, Business Line Leader
Ryan G. Patton, Senior Project Manager
Nathaniel R. Polsgrove, Planning Director
Adam P. Roberson, Senior Project Manager
Matthew J. Serynek, Business Line Leader
Michael L. Spayd, Senior Project Manager
Gregory T. Swoboda, Senior Project Manager
Michael J. Winterscheidt, Senior Project Manager
Jason R. Venier, Senior Project Manager

are authorized and empowered to execute proposals and contracts on behalf of Garver, LLC.

In witness hereto, we have subscribed by name as officers of Garver, LLC, and have caused the seal of the Limited Liability Company to be affixed this 23rd day of October 2026.

GARVER, LLC CORPORATE SEAL ARKANSAS

Brock Hoskins, Chair and President

Kurtis L. John, Sr. Vice President, Secretary and General Counsel

City of Norman
Contract No.: K-2223-55

ATTACHMENT A
SCOPE OF SERVICES

Article 3 of the AGREEMENT is amended and supplemented to include the following agreement of the parties. CONSULTANT shall, except as otherwise provided for herein, furnish all Engineering services, labor, equipment, and incidentals (SERVICES) as required for this AGREEMENT.

DESCRIPTION OF PROJECT

The CONSULTANT is to provide SERVICES in connection with the development of roadway, traffic, and drainage design, right-of-way acquisition support, utility coordination, bidding, and construction documents for the following improvements located within the City of Norman:

Project Objective
Widen approximately one (1) mile of 24th Avenue Northeast from two (2) lanes to four (4) lanes with bicycle lanes and sidewalks from Rock Creek Road to Tecumseh Road. Inclusive with this project will be improvements of the intersections of Rock Creek Road and Tecumseh Road.

Project Extents
The Beginning of the Project shall be approximately five hundred feet (500') south of the intersection of Rock Creek Road and 24th Avenue NE. The Project shall extend north to approximately five hundred feet (500') north of the intersection of Tecumseh Road and 24th Avenue NE to the End of the Project. An additional five hundred feet (500') on each of the four (4) remaining legs of both Rock Creek Road and Tecumseh Road intersections are included, bringing the approximate total length of the Project to eight thousand two hundred eighty feet (8,280'), or about 1.57 miles.

Project Exceptions
There are no anticipated construction exceptions within the Project extents.

Incidental Construction
The Project shall include grading, drainage, cross drains, storm sewer and other drainage appurtenances, paving, striping, sidewalks, retaining walls, and any other ancillary construction as required to tie the proposed construction to adjacent improvements.

The OWNER intends to expand the design work beyond the original scope of work included in the original AGREEMENT. The following shall be considered as additional design work beyond the original scope of work:

DESIGN SERVICES

The following design services shall align with the tasks set forth in **Attachment C – Compensation**.

1. **Design Revisions for INFRA Grant**
   The 24th Avenue NE project was selected for the INFRA Grant which is intended to support improvements along commerce transportation routes. To satisfy the grant requirements

and secure approval of the funding, revisions to the current project design are necessary to better align the proposed improvements with the objectives and priorities of the grant program.

These revisions include modifications to traffic control elements, revising the proposed 10-foot-wide trail to be identified as a future project element within the plans, and incorporating other minor design modifications as requested by the funding organization to achieve grant compliance.

2. **Environmental Clearance**

The scope of work consists of environmental studies to support the preparation of environmental studies and a project clearance document for the Federal Highway Administration (FHWA) pursuant to the National Environmental Policy Act (NEPA) for the proposed project. It is understood that the project will primarily be funded by the FHWA and therefore will require NEPA evaluation and clearance. The specific services to be provided are described below:

a. Notifications and Coordination

i. The City of Norman shall identify the owner names and addresses of the properties within the project area from the Cleveland County Assessor and Garver shall prepare a letter notifying the owners of the project and the intent to perform environmental investigations. The letter will be prepared for the City of Norman (the City) signature. Once signed, Garver will mail the letter to all private landowners within the project area. No field studies will be performed until at least two weeks after letters are mailed.

ii. Additionally, Garver will identify State and Federal agencies, Tribes, and public officials who may have interest in the proposed project. Garver shall prepare agency coordination letters for FHWA signature and mail to all identified tribal and agency representatives for the project area.

b. Cultural Resources Survey

i. A cultural resources professional who meets or exceeds the Secretary of the Interior's Standards for archaeology and architectural history as defined in 36 CFR 61 will perform a cultural resources survey of the project area to determine if there is an effect on any property eligible for or listed in the National Register of Historic Places. Garver will prepare a report for the FHWA to use to complete their Section 106 consultation requirement.

c. Wetland Delineation

i. A professional trained in wetland delineations will review the project and determine if any wetlands and other waters of the U.S. will be impacted. If wetlands and/or other jurisdictional waters are identified, they will be delineated in the field with a sub-meter GPS unit, documented in a report, and shape files of the jurisdictional areas will be provided. The report will be submitted to the U.S. Army Corps of Engineers (USACE) with the Section 404 permit application (see Section 2.1.7).

d. Threatened & Endangered Species Assessment

i. Garver will conduct a review of the project's potential impacts on federally listed threatened and endangered species according to U.S. Fish and

Wildlife Service (USFWS) procedures for federal projects. This review will include a field assessment for the presence of habitat for all federally-listed species within the project area and documentation of the presence of habitat and the potential effects in a report. The report will be submitted to FHWA to support consultation with USFWS. The results of the consultation will also be provided to the USACE as part of the Section 404 permit application package (see Section 2.1.7).

Bald & Golden Eagle Assessment
Garver will review the proposed action and determine if the action is in compliance with the Bald and Golden Eagle Protection Act.

Migratory Bird Assessment
Garver will review the proposed action and determine if the action is in compliance with the Migratory Bird Treaty Act and if the action has been planned in such a way to avoid the active nesting season of migratory birds. This is typically achieved through plan notes and scheduling.

e. Hazardous Materials

i. Garver will conduct a reconnaissance level assessment for hazardous materials for the project. Any sites determined to pose a risk to the proposed project will be documented and recommendations made for additional work. This scope of work does not include any testing or remediation of contaminated or hazardous sites.

f. NRCS Coordination

i. Garver will coordinate with the appropriate NRCS office to determine if there are any impacts to farmland protected under the Natural Resources Conservation Service (NRCS) Farmland Protection Act (FPPA).

g. Clean Water Act Section 404 Permit Application

i. If jurisdictional waters are identified within the project area and will be impacted by the project, Garver will prepare a Section 404 Permit pre-construction notification (PCN) for the project.

h. NEPA Document

i. Garver will prepare the NEPA document that meets the FHWA's requirements, which includes collecting and summarizing information provided in the aforementioned environmental studies.

ii. Garver will complete the General Environmental Guidance and NEPA Checklist document provided by FHWA. The completed document will be submitted to FHWA for review and determination of the appropriate NEPA class of action.

iii. Garver anticipates that the project will qualify for a FHWA Categorical Exclusion (CatEx), however; if the project does not qualify for a CatEx, preparation of an Environmental Assessment or Environmental Impact Statement will be considered Extra Work not covered within this Scope.

iv. Garver will coordinate with FHWA throughout project planning to determine

the appropriate NEPA document or checklist and provide updates to the City.

i. Project Management

i. Garver shall attend two virtual meetings with the City to discuss the project and any issues that may arise. Garver will also provide project status update reports to the City on a monthly basis.

j. Public Engagement

i. Garver anticipates that one (1) in-person open house public meeting with a virtual component will be conducted. Materials providing a project overview will be prepared and provided to the City for posting on the City-hosted project website. Garver will prepare the following materials for posting to the City's website:
   - PowerPoint presentation detailing the proposed project
   - Maps depicting the project area and design
   - Electronic comment form to collect comments.

ii. Garver shall develop and submit written summaries of the comments received, as well as modifications, if any, to the project resulting from comments received. Garver does not anticipate providing a response to each individual public comment; Garver can include individual responses provided by the City.

k. Project Deliverables

i. The following will be submitted to the FHWA, or others as indicated, by Garver:
   - Tribal Consultation Letters
   - Cultural Resources Survey Report
   - Wetland and Stream Delineation Report
   - Threatened and Endangered Species Assessment Report & USFWS Review Package
   - Hazardous Waste Memo
   - Section 404 Permit PCN
   - Categorical Exclusion Document

MEETINGS

The CONSULTANT shall schedule monthly design progress meetings or conference calls with the OWNER to discuss current project status, upcoming milestones, and any issues arising on the project.

DESIGN CRITERIA

The design and plans shall conform to current (at the time of bidding) Federal, State of Oklahoma, City of Norman, and American Association of State Highway and Transportation Officials (AASHTO) policies and standards unless modified in writing at the direction of the OWNER.

DELIVERABLES

The CONSULTANT shall provide monthly project status updates that include (but are not limited to) opinion of probable cost updates, schedule updates, action items, and the anticipated submittal date for upcoming milestones. CONSULTANT shall make available all design calculations upon request. CONSULTANT shall complete thorough quality control reviews prior to the submittal of all deliverables.

1. **Design Plans – 30/60/90 Milestone Schedule**

   a. **Plan Requirements**
   Plans shall consist of one (1) 24 x 36-inches (full size) and 11 x 17-inches (half size) prints to scale.

   b. **Final (90%) Plans**
   The 90% Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):
   - 90% ODOT Plans Checklist
   - Traffic Pay Item Lists and Notes
   - Traffic Signal Plans
   - Traffic Detail Sheets
   - Environmental Mitigation Notes
   - Opinion of Probable Cost
   - Updated Design Schedule

   c. **Plans, Specifications, and Estimate (PS&E) Submittal**
   The 100% Final Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):
   - 100% ODOT Plans Checklist
   - Traffic Pay Item Lists and Notes
   - Traffic Signal Plans
   - Traffic Detail Sheets
   - Environmental Mitigation Notes
   - Final Opinion of Probable Cost – in required format
   - Final Design Calculations shall be made available upon request

ADDITIONAL SERVICES NOT INCLUDED

The following items are not included under this agreement but will be considered as extra work:

- Submittals or deliverables in addition to those listed herein.
- Compensatory mitigation requirements and coordination if wetlands are converted to maintained right-of-way or roadway
- Preparation of full Initial Site Assessment or Phase 1 Environmental Site Assessment
- Preparation of an Environmental Assessment or Environmental Impact Statement

Extra Work will be as directed by the Owner in writing for an addition fee as agreed upon by the Owner and Garver.

City of Norman
Contract No.: K-2223-55

ATTACHMENT B
PROJECT SCHEDULE

Article 4 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

It is understood and agreed that the date of beginning, rate of progress, and the time of completion of SERVICES under this AGREEMENT are essential provisions of this AGREEMENT. It is further understood and agreed that the services under this AGREEMENT shall commence upon execution of the AGREEMENT between OWNER & CONSULTANT and after receipt of a written Notice to Proceed from CONSULTANT. The parties mutually agree that time is of the essence in the performance of this AGREEMENT in order for OWNER to have advantage of existing funding. CONSULTANT agrees to provide SERVICES for each phase of PROJECT as stated in Attachment A – Scope of Services, in accordance with the time frame as stated below:

TASK/MILESTONE	ANTICIPATED COMPLETION DATE
Notice to Proceed	December 2026
Environmental Clearance	180 days after NTP
Final (90%) Plans	120 days after Environmental Approval
PS&E Submission	60 days after Final (90%) Plan Approval

The parties further agree that CONSULTANT will meet this schedule using standards and procedures for their submissions consistent with those currently used by Engineers/Surveyors practicing in Oklahoma. This schedule excludes the governing agency review time (except as provided above) and any time lost while CONSULTANT is waiting for direction either by government agency or OWNER, and any excusable delays as described in Article 15 of the AGREEMENT.

City of Norman
Contract No.: K-2223-55

ATTACHMENT C
COMPENSATION

Article 5 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

The CONSULTANT agrees to perform the SERVICES identified in **Attachement A – Scope of Services**, in accordance with the limitations and conditions set forth in the AGREEMENT to pay an amount not to exceed $205,385.00 unless changed or modified by a mutually executed contract amendment between the OWNER and the CONSULTANT.

The OWNER shall pay the CONSULTANT for completion of the SERVICES of each task identified in **Attachment A – Scope of Services**, in accordance with the amounts stated below:

DESIGN TASK	COMPENSATION
Task 1 – Design Revisions for INFRA Grant	$78,774.00
Task 2 – Environmental Clearance	$126,611.00
TOTAL COMPENSATION	$205,385.00

ATTACHMENT D
OWNER'S RESPONSIBILITIES

Article 6 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

I. OWNER RESPONSIBILITIES

1. Owner shall furnish to CONSULTANT all available information pertinent to PROJECT including previous reports, and any other data relative to design and construction of PROJECT.
2. OWNER shall be responsible for all permit fees.
3. OWNER shall examine all studies, reports, sketches, estimate specifications, plan drawings, proposals and any other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay SERVICES of CONSULTANT.
4. OWNER shall designate in writing a person to act as its representative in respect to the work to be performed under this AGREEMENT, and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the services covered by this AGREEMENT.
5. OWNER shall furnish assistance in locating existing OWNER-owned underground utilities and expediting their relocation in preparation for construction.
6. OWNER shall provide for meeting facilities (or arrange for meeting facilities) for all PROJECT meetings with OWNER or Public Meetings in connection with PROJECT.

II. SPECIAL RESPONSIBILITIES

1. OWNER shall furnish to CONSULTANT traffic studies as may be required for by ACOG, ODOT, and/or FHWA for consideration of PROJECT funding and/or PROJECT letting.
2. OWNER shall furnish Certificates of Title, Appraisals, and Right-of-Way Acquisition necessary for utility relocations and/or proposed construction of PROJECT.

AFFIDAVIT

State of Oklahoma

County of Cleveland

As applicable, the undersigned CONTRACTOR, of lawful age, being duly sworn, on oath represents and warrants that it is not included on the Treasurer's list of financial companies that boycott energy companies. Further, Contractor represents and warrants that it currently does not and will not throughout the duration of this Agreement boycott energy companies pursuant to 74 Okla. Stat. § 12001 et. Seq.

Additionally, as applicable, If CONTRACTOR has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONTRACTOR hereby represents, warrants, and covenants to the City of Norman that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

Garver
Company

By:

Subscribed and sworn to before me this 17th day of November, 2025.

ANNA R TRUE
NOTARY PUBLIC
CLEVELAND COUNTY
STATE OF OKLAHOMA
COMMISSION NO. 26010410
EXPIRES 10-13-2030

Notary Public (or Officer having Power to Administer Oaths)

My Commission Expires: October 13, 2030

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into between The City of Norman (OWNER) and Garver, LLC (CONSULTANT) for the following reasons:

1. OWNER intends to construct a new roadway widening and improvement project along the identified 24th Avenue Northeast corridor (the Project); and,

2. OWNER requires certain professional survey, design, analysis and engineering services in connection with the Project (the SERVICES); and,

3. CONSULTANT is prepared to provide the SERVICES.

In consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this AGREEMENT shall be ___ day of _____, 2022.

ARTICLE 2 - GOVERNING LAW

This AGREEMENT shall be governed by the laws of the State of Oklahoma.

ARTICLE 3 - SCOPE OF SERVICES

CONSULTANT shall provide the SERVICES described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE

CONSULTANT shall exercise its reasonable efforts to perform the SERVICES described in Attachment A according to the Schedule set forth in Attachment B.

ARTICLE 5 - COMPENSATION

OWNER shall pay CONSULTANT in accordance with Attachment C, Compensation.
Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

OWNER shall be responsible for all matters described in Attachment D, Owner's Responsibilities. OWNER hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by OWNER to CONSULTANT. If OWNER does not own the intellectual property rights in such plans, documents or other materials, prior to providing same to CONSULTANT, OWNER shall obtain a license or right to use, including the right to sublicense to CONSULTANT. OWNER hereby grants CONSULTANT the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the SERVICES. OWNER represents that CONSULTANT'S use of such documents will not infringe upon any third parties' rights.

ARTICLE 7 - STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the SERVICES as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this AGREEMENT or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the SERVICES.

ARTICLE 8 -INDEMNIFICATION AND LIABILITY

Indemnification. To the extent permitted by law, including the Constitution of the State of Oklahoma, the CONSULTANT and the OWNER each hereby agree to defend, indemnify, and hold harmless the other party, its officers, servants, and employees, from and against any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of the indemnifying party in the performance of SERVICES under this AGREEMENT. The CONSULTANT and the OWNER each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of any such claims. This indemnity is not limited except as provided by applicable Oklahoma law. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this AGREEMENT to be furnished by the CONSULTANT shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to the OWNER at common law.

Survival. The terms and conditions of this Article shall survive completion of the SERVICES, or any termination of this AGREEMENT.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT, CONSULTANT shall maintain the following insurance:

a) General Liability Insurance, with a limit of $1,000,000 per occurrence and $2,000,000 annual aggregate.
b) Automobile Liability Insurance, with a combined single limit of $1,000,000 for each person and $1,000,000 for each accident.
c) Workers' Compensation Insurance in accordance with statutory requirements and Employers' Liability Insurance, with a limit of $500,000 for each occurrence.
d) Professional Liability Insurance, with a limit of $1,000,000 per claim and annual aggregate.

CONSULTANT shall, upon written request, furnish OWNER certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to OWNER. OWNER shall require all Project contractors to include OWNER, CONSULTANT, and its parent company, affiliated and subsidiary entities, directors, officers and employees, as additional insureds on their General and Automobile Liability insurance policies, and to indemnify both OWNER and CONSULTANT, each to the same extent

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

CONSULTANT shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the PROJECT that are outside of CONSULTANT's reasonable control and/or Scope of Services set forth in Attachment A; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to, or otherwise under the control of the CONSULTANT, to fulfill contractual responsibilities to OWNER or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services. In the event the OWNER requests the CONSULTANT to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to the CONSULTANT for review at least 15 days prior to the requested date of execution. The CONSULTANT shall not be required to execute any certificates or documents that in any way would, in CONSULTANT's sole judgment, (a) increase the CONSULTANT'S legal or contractual obligations or risks beyond the terms of this agreement; (b) require knowledge, services or responsibilities beyond the scope of this AGREEMENT; or (c) result in the CONSULTANT having to certify, guarantee or warrant the existence of conditions whose existence CONSULTANT cannot reasonably ascertain.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Because the CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet project schedules, the CONSULTANT's opinion of probable costs and of project schedules shall be made on the basis of experience and qualifications as a practitioner of its profession. The CONSULTANT does not guarantee that proposals, bids, or actual project costs will not vary from the CONSULTANT'S cost estimates or that actual schedules will not vary from the CONSULTANT'S projected schedules.

ARTICLE 12 - REUSE OF DOCUMENTS

All documents, including, but not limited to, plans, drawings, and specifications prepared by CONSULTANT as deliverables pursuant to the Attachment A, Scope of Services are instruments of service in respect to the PROJECT. They are not intended or represented to be suitable for reuse by OWNER or others on modifications or extensions of the PROJECT or on any other project. Any reuse without prior written verification or adaptation by THE CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT.

ARTICLE 13 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, documents, drawings, and specifications prepared by CONSULTANT and furnished to OWNER as part of the SERVICES shall become the property of OWNER; provided, however, that CONSULTANT shall have the unrestricted right to their use. CONSULTANT shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the SERVICES shall remain the property of CONSULTANT.

ARTICLE 14 - TERMINATION AND SUSPENSION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party. OWNER may terminate or suspend performance of this AGREEMENT for OWNER'S convenience upon written notice to CONSULTANT. CONSULTANT shall terminate or suspend performance of the SERVICES on a

schedule acceptable to OWNER, and OWNER shall pay CONSULTANT for all the SERVICES performed. Upon restart of suspended SERVICES, an equitable adjustment shall be made to CONSULTANT'S compensation and the project schedule.

ARTICLE 15 - DELAY IN PERFORMANCE

Neither OWNER nor CONSULTANT shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this AGREEMENT, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this AGREEMENT. CONSULTANT shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances.

Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 16 - NOTICES

Any notice required by this AGREEMENT shall be made in writing to the address specified below:

OWNER:

Tim M. Miles, P.E.
Capital Projects Manager
City of Norman
P.O. Box 370
Norman, OK 73070

CONSULTANT

Garver, LLC:
Bret Cabbiness, P.E.
Sr. Project Manager
1016 24th Avenue NW
Norman, OK, 73069

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

ARTICLE 17 - DISPUTES

In the event of a dispute between OWNER and CONSULTANT arising out of or related to this AGREEMENT, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute as allowed by applicable law and regulation. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 18 - EQUAL EMPLOYMENT OPPORTUNITY

CONSULTANT hereby affirms its support of affirmative action and that it abides by the provisions of the "Equal Opportunity Clause" of Section 202 of Executive Order 11246 and other applicable laws and regulations, including the City of Norman's policies and provisions. The CONSULTANT affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, gender identity or expression, marital status or familial status, including marriage to a person of the same sex, citizen status, national origin or ancestry, place of birth, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is CONSULTANT'S policy to treat employees equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment. The CONSULTANT further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-1 00 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

ARTICLE 19 - WAIVER

A waiver by either OWNER or CONSULTANT of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 20 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if it did not contain the particular portion or provision held to be void.

ARTICLE 21 - INTEGRATION

This AGREEMENT, including Attachments A, B, C, and D incorporated by this reference, represents the entire and integrated AGREEMENT between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT.

ARTICLE 22 - SUCCESSORS AND ASSIGNS

OWNER and CONSULTANT each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this AGREEMENT and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 23 - ASSIGNMENT

Neither OWNER nor CONSULTANT shall assign any rights or duties under this AGREEMENT without the prior written consent of the other party,; provided, however, CONSULTANT may assign its rights to payment without OWNER'S consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this AGREEMENT. Nothing contained in this Article shall prevent CONSULTANT from engaging independent CONSULTANTS, associates, and subcontractors to assist in the performance of the SERVICES.

ARTICLE 24 - NO THIRD PARTY RIGHTS

The SERVICES provided for in this AGREEMENT are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this AGREEMENT shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

IN WITNESS WHEREOF, OWNER and Garver, LLC have executed this AGREEMENT.

DATED this ____ day of _____, 2022.

The City of Norman
(OWNER)

Signature _____

Name Larry Heikkila

Title Mayor

Date 10/11/22

Attest:

_____
Deputy City Clerk

CITY OF NORMAN CORPORATE SEAL OKLAHOMA

Garver, LLC

Signature _____

Name J. Bret Cabbiness, P.E.

Title Sr. Project Manager

Date 9/28/22

Attest:

_____
~~Secretary~~ Witness

Approved as to form and legality this 6 day of Oct 2022.

_____
City Attorney

ATTACHMENT A
SCOPE OF SERVICES

Article 3 of the AGREEMENT is amended and supplemented to include the following agreement of the parties. CONSULTANT shall, except as otherwise provided for herein, furnish all Engineering services, labor, equipment, and incidentals (SERVICES) as required for this AGREEMENT.

DESCRIPTION OF PROJECT

The CONSULTANT is to provide SERVICES in connection with the development of roadway, traffic, and drainage design, Right-of-Way acquisition, utility coordination and relocations, bidding, and construction documents for the following improvements located within The City of Norman, Oklahoma:

1. **Project Objective**
   Widen approximately one (1) mile of 24th Avenue Northeast from two (2) lanes to four (4) lanes with bicycle lanes and sidewalks from Rock Creek Road to Tecumseh Road. Inclusive with this project will be the improvements of the intersections of Rock Creek Road and Tecumseh Road.

2. **Project Extents**
   The Beginning of Project (BOP) shall be approximately five hundred feet (500') south of the intersection of Rock Creek Road and 24th Avenue Northeast. The PROJECT shall extend north to approximately five hundred feet (500') north of the intersection of Tecumseh Road and 24th Avenue Northeast to the End of Project (EOP). An additional five hundred feet (500') on each of the four (4) remaining legs of both Rock Creek Road and Tecumseh Road intersections are included, bringing the approximate total length of the PROJECT to eight thousand two hundred eighty feet (8,280'), or about 1.57 miles.

3. **Project Exceptions**
   There are no anticipated construction exceptions within the PROJECT extents.

4. **Incidental Construction**
   The PROJECT shall include grading, drainage, cross drains, storm sewer and other drainage appurtenances, paving, striping, sidewalks, retaining walls, and any other ancillary construction as required to tie the proposed construction to adjacent improvements.

DESIGN SERVICES

The following design services shall align with the tasks set forth in **Attachment C – Compensation**.

1. **Roadway / Street**

   The Roadway Engineering design and plan preparation will include all elements listed below and will conform to current FHWA, ODOT, and AASHTO standards, including:

   - *An International Guide for Roadway Lighting*, American Association of State Highway

and Transportation Officials, (latest revision).

- *A Policy on Geometric Design of Highways and Streets*, American Association of State Highway and Transportation Officials, 2011 Edition.
- *Standard Specifications for Highway Construction, and Supplemental*, Oklahoma Department of Transportation, 2009.
- *Highway Capacity Manual*, Transportation Research Board, 2010 Edition.
- *Policy on Driveway Regulations for Oklahoma Highways*, Oklahoma Department of Transportation, 1996 Edition.
- *Roadside Design Guide*, American Association of State Highway and Transportation Officials, 2011 Edition.
- Oklahoma Administrative Code (OAC), Title 730.
- *Drainage Design Manual*, Oklahoma Department of Transportation, 2014 Edition.
- *Roadway Design Manual*, Oklahoma Department of Transportation, 1992 Edition.
- *Roadway Safety and Convenience Design Guide for Oklahoma Cities*, Oklahoma Department of Transportation, 1991 Edition.
- *Checklist for Local Government Urban Plans*, Oklahoma Department of Transportation, 2001 Edition.

a. Roadway Design

The design speed will be determined by consultation with City Traffic Engineer prior to the preparation of construction documents.

The roadway design shall include one typical pavement section: a 4-lane, asphaltic concrete pavement flanked by bicycle lanes, combined concrete curb & gutter, and concrete sidewalks. Paving recommendations are anticipated to require Portland cement concrete for the intersections and asphaltic concrete elsewhere.

Widened and reconstructed pavement shall be designed for a 30-year life. The pavement life shall assume normal routine maintenance and one major maintenance/restoration event approximately the 15th year of service as is ordinary for the type of pavement anticipated.

b. Intersection Design

The design shall include the widening and reconstruction of the Rock Creek Road and Tecumseh Road intersections with 24th Avenue Northeast. The intersections shall include standard stacking length and taper length for single turn lanes. The intersections will be lighted by standard streetlights on standard light poles.

c. Erosion Control

The design shall include erosion control and storm water management plan sheets.

d. Street / Roadway Drainage & Localized Hydraulics

The design shall include all associated drainage structures and accompanying design calculations.

e. Storm Sewer

The design shall include all associated drainage structures and accompanying design calculations.

f. ADA / Sidewalks / Crosswalks

The design of sidewalks and crosswalks shall be fully ADA compliant.

g. Bicycle Lanes
The design shall include two 5-foot, signed and striped bicycle lanes, one in each direction of travel, as the outermost pavement including the curb & gutter.

2. Traffic

The Traffic Engineering design and plan preparation will include all elements listed below and will conform to current FHWA, ODOT, and AASHTO standards, including:

- *Manual on Uniform Traffic Control Devices for Streets and Highways*, U.S. Department of Transportation, FHWA, 2009 Edition.
- *Standard Specifications for Highway Construction, and Supplemental*, Oklahoma Department of Transportation, 2009.
- *Highway Capacity Manual*, Transportation Research Board, 2010 Edition.
- *Policy on Driveway Regulations for Oklahoma Highways*, Oklahoma Department of Transportation, 1996 Edition.
- *Right-of-Way Specifications Manual for Preparation of Plans and Documents*, Oklahoma Department of Transportation, (latest revision).
- Oklahoma Administrative Code (OAC), Title 730.
- *Roadway Safety and Convenience Design Guide for Oklahoma Cities*, Oklahoma Department of Transportation, 1991 Edition.
- *Checklist for Local Government Urban Plans*, Oklahoma Department of Transportation, 2001 Edition.

a. Traffic Signing & Striping
b. Traffic Control
c. Traffic Signalization
The design will include signalization plans for both intersections.

d. Pedestrian Signalization
The design of pedestrian signalization shall be fully ADA compliant.

e. Traffic Study
A traffic study will be conducted, and results contained within the preliminary design report. The study will include traffic counts, traffic projections, and operational and geometric analysis, including crash data if available.

f. Traffic Counts / Projections
Traffic counts will be conducted and reported. Traffic projections will be performed and will consider any nearby large developments and anticipated nearby changes in roadway network diverting existing traffic volumes at the intersections.

3. Structural

The CONSULTANT shall document existing drainage characteristics in a drainage report indicating all existing drainage boundaries, areas, runoff coefficients, flow quantities, and flow velocities for all points of concentrated drainage entering and existing the existing and proposed PROJECT rights-of-way for each design storm event.

a. **Retaining Wall Design**
The design of any required retaining walls shall be included in the design.

b. **Sign/Light Pole Foundation Design**
c. **Special Drainage Structures**
d. **Hydraulic Study**
e. **Permits**
The CONSULTANT shall provide information for required permits to construct. No FEMA Conditional Letter of Map Revision (CLOMR), Letter of Map Revision (LOMR), or United States Army Corps of Engineers (COE) 404 Applications/Permits are anticipated for this PROJECT.

4. **Survey**
Surveying shall be in accordance with the minimum standards for land surveying as stipulated by the Oklahoma State Board of Professional Engineers and Land Surveyors. Tract ownerships are to be based on observable evidence and reasonable public record research. Ownerships shown will not be conclusive to actual land title certificates.

a. **Topographic Survey**
The CONSULTANT shall:

i. establish horizontal and vertical control within the PROJECT limits necessary to collect all topographic and planimetric features, boundaries, Right-of-Way/easement in formation, and to serve as survey control for construction staking by the Construction Contractor.

ii. provide field surveying to develop existing roadway cross sections at 50' intervals as well as intersections and driveways through the PROJECT.

iii. create contours and digital terrain model from the collected data to support the design.

iv. collect topographic data including, but not limited to, surface features such as utilities, signs (including type and reference marker, if any), headwalls, retaining walls, curb and grate inlet locations, pipe and box culvert flowlines, driveway locations and profile, and other pertinent data.

v. provide survey in the Oklahoma State Plane Coordinate System, South Zone. The ground/grid combined scale factor shall be computed for the PROJECT and noted on survey sheets.

vi. establish adequate monumentation for construction staking including horizontal control points and vertical benchmarks. The monumentation shall cover the PROJECT area with inter-visible control points set on prominent ground, avoiding short back sights. Points should be set where likelihood of disturbance by construction is minimized. Primary control should be brass cap in concrete. Secondary control should be iron pins with plastic cap identifying the survey company when practical.

b. **Utility Locates**

The CONSULTANT shall contact the Oklahoma One Call System ("CALL OKIE") via the "Web Ticket" system and maintain records of reported utility holders. Information on utility holders received from OKIE shall be shown on plan sheets. Utility drawings based on surface features, nagging, and records drawings shall be included in the plan sets. Any additional information received directly from the utility companies shall be included in the plan sets and identified.

c. **Property / Right of Way**
The CONSULTANT will prepare the Right-of-Way plans, legal descriptions, and instruments of conveyance for partial and total take parcels in accordance with the ODOT "Right-of-Way Specifications Manual and Associated Materials."

d. **Landowner Notifications**

e. **Survey Data Sheets**
The CONSULTANT shall develop survey data and information in a format suitable to be incorporated into the Final Plan Set. The survey sheets shall be signed and sealed by a Licensed Surveyor in the State of Oklahoma and shall be submitted to the OWNER for review no later than the 30% Design Submittal Milestone. The survey sheets shall include contours and boundary information.

5. **Geotechnical Testing**
The CONSULTANT shall provide standard geotechnical investigation sufficient to satisfy the PROJECT design requirements. The results will be provided in a written report including a site plan showing the location of each boring/sample, evaluation of each, recommended pavement designs (program printouts or workup), and recommended pavement sections including subgrade treatments. Geotechnical investigations shall be in accordance with AASHTO/ASTM procedures and include the following:

a. **Roadway / Street Geotechnical**
   i. Shoulder Soil Survey – approximately every 1000' take 36" deep sample (6 samples).
   ii. Pavement Core Soil Survey – approximately 6 locations take 36" deep sample.
   iii. Soil Classification for gradation and plasticity index (8 tests).
   iv. Liquid Limit and Moisture Content (24 tests).
   v. Three bucket samples from dominant soils evaluated for Resilient Modulus (4 tests).
   vi. Measurement of groundwater levels (if present) while boring and at the completion of each boring.
   vii. Standard Proctor Density and Optimum Moisture Content (4 tests).

b. **Pavement / Subgrade Design**
The CONSULTANT shall provide Pavement Design based on the criteria established by the OWNER. One (1) typical pavement section will be developed for 24th Avenue Northeast, a four-lane roadway with bicycle lanes, curbs, and sidewalks throughout the

PROJECT extents.

c. **Retaining Wall Geotechnical**
The report shall include retaining wall recommendations and analysis.

d. **Sign/Light Pole Foundation Recommendation**
The report shall include recommendations for sign/light pole foundations.

6. **Environmental Clearance**

a. **NEPA Checklist**
CONSULTANT responsibility for environmental clearance shall be limited to preparing/completing ODOT's National Environmental Policy Act (NEPA) Checklist Form in collaboration with OWNER. The NEPA clearance necessary to acquire right-of-way and construct the PROJECT shall be submitted and obtained by ODOT as is the ordinary practice for ACOG/ODOT/FHWA funded projects. Specifically, the CONSULTANT will perform the following tasks:

- Prepare the Adjacent Ownership List and prepare the notification mailout for right-of-entry for environmental clearance. Review & update as necessary.
- Coordinate with ODOT as necessary.

b. **Public Meeting**
CONSULTANT is responsible for facilitating and assisting the OWNER in conducting and documenting Public Meeting(s) associated with the project. Specifically, the CONSULTANT will perform the following tasks:

- Conduct the required Public Meeting
- Prepare and publish the required Public Notice advertisement
- Prepare Power Point Presentation and submit to OWNER at least 10 days prior to public meeting and revise as requested
- Attend and present at the Public Meeting as requested by the OWNER
- Prepare responses to questions raised at the Public Meeting
- Prepare meeting minutes
- Prepare various meeting exhibits
- Notify ODOT, City Council, and Politicians of Public Meeting schedule
- Take site pictures of PROJECT

7. **Right-Of-Way (R/W)**
The CONSULTANT will prepare the Right-of-Way plans, legal descriptions, and instruments of conveyance for partial and total take parcels in accordance with the ODOT "Right-of-Way Specifications Manual and Associated Materials."

a. **R/W Acquisition Plans**
b. **R/W Acquisition Property Legal Descriptions**
c. **Ownership Information**
Tract ownerships are to be based on observable evidence and reasonable public record research. Ownerships shown will not be conclusive to actual land title certificates.

8. **Utilities**
The CONSULTANT will work with the OWNER's Utility Coordinator to ensure that all required

utility relocations are consistent with PROJECT requirements and performed in a timely manner.

a. **Utility Map (color-coded)**
Maintain a color "Utility Relocation Map" showing existing and relocated utilities.

b. **Utility Relocation Coordination**
Coordinate with each individual utility company. Be persistent in requesting timely relocation plans and relocation activities.

c. **Utility Meetings**
Conduct up to three (3) individual meetings with each utility company to verify existing utilities and relocation plans.

d. **Utility Relocation Plan Review**
Review utility relocation plans for compatibility with PROJECT design.

e. **Utility Relocation Design**
Utility Relocation Design of OWNER-owned utilities can be added via an amendment to this AGREEMENT. OWNER has water lines near the PROJECT area, but it is not known if their relocation will be required.

9. Construction

a. **Bidding (ACOG/ODOT/FHWA Funded Projects)**
ODOT will assume primary responsibility for the bidding / award process for projects funded by ACOG/ODOT/FHWA. The CONSULTANT will serve the OWNER in a support role during the bidding / award process. CONSULTANT shall (at a minimum) submit all construction documents and plans required by ODOT in the desired format and in conformance with ODOT's standard submittal procedure. Additionally, the CONSULTANT shall attend the Pre-Bid Conference and answer questions from possible contractors, including the development of written responses to the questions received and review of the meeting minutes produced by ODOT.

b. **Bidding (Locally Funded Projects)**
CONSULTANT shall prepare and submit all required bid documents for approval by the OWNER. Once the documents and final opinion of probable construction cost are accepted by the OWNER, the CONSULTANT shall:

- Attend the Pre-Bid Meeting and provide information to the OWNER as appropriate to clarify, correct, or change the bidding documents; the OWNER will submit any required Addenda.
- Analyze and evaluate bids in order to make a written recommendation for award to the OWNER.
- Provide information or assistance needed by the OWNER in the course of any negotiations with prospective contractors.
- If bidding documents require, CONSULTANT shall evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by bidders.

c. **Construction Support**

CONSULTANT shall attend any scheduled Pre-Construction Meeting and will be available throughout construction to answer questions, including formal Requests for Information (RFIs), and assist the OWNER as necessary, helping to resolve any complications or conflicts that may arise. If shop drawings are to be produced during construction, CONSULTANT will be available to assist the OWNER in review. CONSULTANT shall attend regularly scheduled progress meetings, as required.

d. Construction Management / Testing
The CONSULTANT will provide an estimated cost of Construction Management and Testing at each submittal milestone.

e. Record Drawings
Record Drawings will be prepared and submitted to the OWNER based upon field documents provided by the construction administrator.

10. Additional Services

a. Public Meeting
CONSULTANT is responsible for facilitating and assisting the OWNER in conducting and documenting Public Meeting(s) associated with the project. Specifically, the CONSULTANT will perform the following tasks:

- Conduct the required Public Meeting
- Prepare and publish the required Public Notice advertisement
- Prepare Power Point Presentation and submit to OWNER at least 10 days prior to public meeting and revise as requested
- Attend and present at the Public Meeting as requested by the OWNER
- Prepare responses to questions raised at the Public Meeting
- Prepare meeting minutes
- Prepare various meeting exhibits
- Notify ODOT, City Council, and Politicians of Public Meeting schedule
- Take site pictures of PROJECT

b. Utility Locates
As unknown underground utility locates become critical to identify, a utility locate company will be contracted by the CONSULTANT to physically locate the utility by exposing the utility and measuring critical parameters. An estimate of twenty-five (25) locates under a variety of conditions was assumed for the purposes of determining the contract base budget. The OWNER will be invoiced on an "as used" basis at cost plus 15%.

c. Supplemental Survey Needs
The OWNER and the CONSULTANT will have several needs for additional survey services after the initial design survey is complete. The level of effort and costs required are unknown. An estimate of required man hours is included in the contract amount to be used "as needed" and/or "as requested." The anticipated items are listed below:

i. Survey underground utility locates.
ii. Survey previously unmarked utilities.
iii. Survey additional development changes.

iv. Stake existing Right-of-Way.
v. Stake proposed Right-of-Way.
vi. Additional legal descriptions and exhibits.
vii. Other miscellaneous surveys required by the OWNER or the CONSULTANT.

The OWNER will be invoiced on an "as used" basis at Standard Rates plus 5%.

MEETINGS

The CONSULTANT shall schedule monthly design progress meetings or conference calls with the OWNER to discuss current project status, upcoming milestones, and any issues arising on the project.

DESIGN CRITERIA

The design and plans shall conform to current (at the time of bidding) Federal, State of Oklahoma, City of Norman, and American Association of State Highway and Transportation Officials (AASHTO) policies and standards unless modified in writing at the direction of the OWNER.

DELIVERABLES

The CONSULTANT shall provide monthly project status updates that include (but are not limited to) opinion of probable cost updates, schedule updates, action items, and the anticipated submittal date for upcoming milestones. CONSULTANT shall make available all design calculations upon request. CONSULTANT shall complete thorough quality control reviews prior to the submittal of all deliverables.

1. **Design Plans – 30/60/90/Final Plans Milestone Schedule**

   a. **Plan Requirements**
   CONSULTANT shall provide and submit the required number of plan sets to complete the PROJECT. Electronically submitted plans shall be 22 x 34-inches (full size) in PDF file format. Work in progress sets and progress meeting sets will be 11 x 17-inches (half-size) only and are included in this AGREEMENT.

   b. **Preliminary (30%) Plans and Design Analysis**
   The 30% Preliminary Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):
   - 30% ODOT Plans Checklist
   - Title Sheet (with sheet index and standard drawings listed)
   - Typical Section/Detail Sheet
   - Plan and Profile Sheets
   - Preliminary Estimate of Earthwork
   - Survey Data Sheets including Utility Data Sheets
   - Opinion of Probable Cost
   - Updated Design Schedule

   c. **60% Plans**
   The 60% Preliminary Design Submittal should include, but is not limited to, the following

(some items may not be applicable to every project):

- 60% ODOT Plans Checklist
- Title Sheet (with sheet index and standard drawings listed)
- Typical Section/Detail Sheet
- Drainage Map
- Drainage Design Details and Calculation Tables
- Storm Water Management Plan
- Plan and Profile Sheets
- Sign and Striping Sheets
- Signal Plans
- Demolition Sheets
- Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- 404 Worksheets
- Preliminary Cross Sections
- Preliminary Construction Sequencing (to determine Right-of-Way requirements)
- Opinion of Probable Cost
- Updated Design Schedule

d. Right-of-Way Documents

- 65% ODOT Plans Checklist
- Right-of-Way Plans with:
    - Owner Name & Information
    - Book and Page Information, if applicable
    - Easements with Book and Page Information
    - Parcel Numbers
    - Dimensions
    - Overall Parcel Map
- Legal Descriptions with:
    - Written Descriptions
    - Exhibits

e. Final (90%) Plans

The 90% Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 90% ODOT Plans Checklist
- Title Sheet
- Typical Section/Detail Sheet
- Pay Item Lists and Notes
- Summary Sheets
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Signing and Striping Sheets
- Signal Plans
- Lighting Sheets
- Demolition Sheets
- Final Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets

- 404 Worksheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- Opinion of Probable Cost
- Updated Design Schedule

f. Plans, Specifications, and Estimate (PS&E) Submittal

The 100% Final Design Submittal should include, but is not limited to, the following (some items may not be applicable to every project):

- 100% ODOT Plans Checklist
- Title Sheet
- Typical Section/Detail Sheet
- ODOT Pay Item Lists and Notes
- Summary Sheets
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Signing and Striping Sheets
- Signal Plans
- Lighting Sheets
- Demolition Sheets
- Final Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- 404 Worksheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- NOI Form (if applicable)
- Special Provisions Form
- ROW and Utilities Affidavit
- Final Opinion of Probable Cost – in required format
- Bid Documents and/or Documentation as required by OWNER or bidding agency
- Final Design Calculations shall be made available upon request

ADDITIONAL SERVICES NOT INCLUDED

- **Environmental Mitigation Plans (e.g., Wetlands, LUST, Hazmat, Section 404 Permitting).**
- **Full time construction inspection or observation.**
- **Construction surveying or surveying for as-built conditions.**
- **Property Acquisition.**
- **Appraisals -Negotiations & Acquisitions**
- **Utility Relocation Design of OWNER-owned Water Lines**
- **Utility Relocation Design of OWNER-owned Sanitary Sewer**

ATTACHMENT B
PROJECT SCHEDULE

ARTICLE 4 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

It is understood and agreed that the date of beginning, rate of progress, and the time of completion of SERVICES under this AGREEMENT are essential provisions of this AGREEMENT. It is further understood and agreed that the SERVICES under this AGREEMENT shall commence upon execution of the AGREEMENT between the OWNER and the CONSULTANT and after receipt of a written Notice to Proceed from the CONSULTANT. The parties mutually agree that time is of the essence in the performance of this AGREEMENT in order for the OWNER to take advantage of existing funding. The CONSULTANT agrees to provide SERVICES for each phase of the PROJECT as stated in **Attachment A - Scope of Services**, in accordance with the time frame as stated below:

TASK MILESTONE	ANTICIPATED COMPLETION DATE
Notice to Proceed	Oct 2022
Pavement Design Report	Dec 2022
Preliminary Design and Report	Mar 2023
65% Plan-in-Hand (R/W & Utility Submittal)	May 2023
ROW Acquisition Documents Final	Jun 2023
Final Plans 95% - Not Bid Set	Jul 2023
Plans, Specifications and Estimate (P,S,& E) Submission	Sep 2023

The parties further agree that the CONSULTANT will meet this schedule using standards and procedures for their submissions consistent with those currently used by Engineers/Surveyors practicing in Oklahoma. This schedule excludes the governing agency review time (except as provided above) and any time lost while the CONSULTANT is waiting for direction either by a government agency or the OWNER, and any excusable delays as described in ARTICLE 15 of the AGREEMENT.

Dates indicated are dependent upon timely review by the OWNER, environmental clearance, Right-of-Way acquisitions, utility relocations and other factors beyond direct control of the CONSULTANT.

End of Attachment B.

ATTACHMENT C
COMPENSATION

ARTICLE 5 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

The CONSULTANT agrees to perform the SERVICES identified in **Attachment A - Scope of Services**, in accordance with the limitations and conditions set forth in the AGREEMENT. The OWNER agrees, in accordance with the limitations and conditions set forth in the AGREEMENT to pay an amount not to exceed $699,950.00 unless changed or modified by a mutually executed contact amendment between the OWNER and the CONSULTANT.

The OWNER shall pay the CONSULTANT for completion of the SERVICES of each task identified in **Attachment A - Scope of Services**, in accordance with the amounts stated below:

Project Design Fees	
Task 1A ~ Design Survey	$ 68,400.00
Task 1B ~ Geotechnical Investigation & Pavement Design	$ 22,935.00
Task 2 ~ Additional Design Services	$ 13,554.00
Task 3A ~ Traffic Engineering	$ 73,424.00
Task 3B ~ Preliminary Design & Report (35% Completion)	$ 183,342.00
Task 3C ~ Right-of-Way Plans (65% Completion)	$ 175,312.00
Task 3D ~ Final Plans, Specifications, & Estimate (PS&E, 100% Completion)	$ 96,982.00
Task 4 ~ Environmental Clearance Support	$ 14,915.00
Task 5 ~ Right-of-Way Acquisition Support	$ 16,664.00
Task 6 ~ Utility Relocation Coordination	$ 15,620.00
Task 7 ~ Construction Services	$ 18,802.00
Total Design Fees	$699,950.00

Payment claims or invoices for incremental work completed on each task may be submitted by the CONSULTANT to the OWNER for prompt payment on a monthly basis.

Final payment shall not be deemed to waive any rights or obligation of the OWNER or the CONSULTANT to this AGREEMENT.

ATTACHMENT D
OWNER'S RESPONSIBILITIES

ARTICLE 6 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

OWNER'S RESPONSIBILITIES

1. The OWNER shall furnish to the CONSULTANT all available information pertinent to the SERVICES including previous reports, construction plans and any other data relative to design and construction of the PROJECT.
2. The OWNER shall be responsible for all permit fees.
3. The OWNER shall examine all studies, reports, sketches, estimates specifications, plan drawings, proposals and any other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay the SERVICES of the CONSULTANT.
4. The OWNER shall designate in writing a person to act as its representative in respect to the work to be performed under this AGREEMENT, and such person shall have complete authority to transmit instructions, receive information, interpret, and define the OWNER's policies and decisions with respect to materials, equipment, elements and systems pertinent to the services covered by this AGREEMENT.
5. The OWNER shall furnish legal assistance as required in the preparation, review and approval of construction documents.
6. The OWNER shall provide for meeting facilities (or arrange for meeting facilities) for all PROJECT meetings with OWNER.

AMENDMENT NO. 1
AGREEMENT FOR PROFESSIONAL SERVICES

This is an amendment, AMENDMENT NO. 1, attached to and made a part of the AGREEMENT, dated October 11, 2022, between the City of Norman (OWNER) and Garver, LLC (CONSULTANT) for professional engineering services as necessary to design and coordinate the widening, reconstruction, and intersection improvements along 24th Avenue NE from Rock Creek Road to Tecumseh Road.

WHEREAS, the CONSULTANT is to provide services in connection with the development of roadway, traffic, drainage design, right-of-way acquisition support, utility coordination, bidding, and construction documents for the following improvements located within the City of Norman:

Widen approximately one (1) mile of 24th Avenue NE from two (2) lanes to four (4) lanes with bicycle lanes and sidewalks from Rock Creek Road to Tecumseh Road. Inclusive with this project will be the improvements of the intersections of Rock Creek Road and Tecumseh Road.

The beginning of the Project shall be approximately five hundred feet (500') south of the intersection of Rock Creek Road and 24th Avenue NE. The Project shall extend north to approximately five hundred feet (500') north of the intersection of Tecumseh Road and 24th Avenue NE being the end of the project. An additional five hundred feet (500') on each of the four (4) remaining legs of both Rock Creek Road and Tecumseh Road intersections are included, bringing the approximate total length of the Project to eight thousand two hundred eighty feet (8,280'), or about 1.57 miles.

The Project shall include grading, drainage, cross-drains, storm sewer and other drainage appurtenances, paving, striping, sidewalks, retaining walls, and any other ancillary construction as required to tie the proposed construction to adjacent improvements.

WHEREAS, all provisions of Contract No. K-2223-55 not in conflict with this amendment shall hereinafter remain in full force and effect,

WHEREAS, Engineer is prepared to provide additional services in support of the project.

NOW THEREFORE, in consideration of the promises contained in said AGREEMENT and this AMENDMENT NO. 1, Owner and Consultant agree as follows:

ARTICLE 3 - SCOPE OF SERVICES
CONSULTANT shall provide the additional services described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE
CONSULTANT shall exercise its reasonable efforts to perform the additional services described in Attachment A according to the Schedule set forth in Attachment B.

ARTICLE 5 – COMPENSATION
OWNER shall pay CONSULTANT **Eighty-Eight Thousand Eight Hundred Four Dollars ($88,804.00)** for additional services in accordance with Attachment C, Compensation. Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 – OWNER'S RESPONSIBILITIES

OWNER shall be responsible for all matters described in Attachment D, Owner's Responsibilities.

IN WITNESS WHEREOF, OWNER and Garver, LLC have executed this Amendment No. 1.

DATED this 23 the day of September, 2025.

City of Norman
(OWNER)

Signature SJH

Name Stephen Tyler Holman

Title Mayor

Date 9-23-25

Attest: Brenda Hall
Secretary

CITY OF NORMAN CORPORATE SEAL OKLAHOMA

Garver, LLC
(CONSULTANT)

Signature J. Bret Cabbiness

Name J. Bret Cabbiness, PE

Title Sr. Project Manager

Date August 28, 2025

Attest: Vicki Cabbiness

VICKI CABBINESS
Notary Public - State of Oklahoma
Commission Number 09008482
My Commission Expires Oct 9, 2025

Approved as to form and legality this 16 day of Sept. 2025.

Elisabeth Muckala
City Attorney

ATTACHMENT A – SCOPE OF SERVICES

General

The CONSULTANT is to provide services in connection with the development of roadway, traffic, drainage design, right-of-way acquisition support, utility coordination, bidding, and construction documents for the following improvements located within the City of Norman:

1. Widen approximately one (1) mile of 24th Avenue NE from two (2) lanes to four (4) lanes with bicycle lanes and sidewalks from Rock Creek Road to Tecumseh Road. Inclusive with this project will be the improvements of the intersections of Rock Creek Road and Tecumseh Road.
2. The beginning of the Project shall be approximately five hundred feet (500') south of the intersection of Rock Creek Road and 24th Avenue NE. The Project shall extend north to approximately five hundred feet (500') north of the intersection of Tecumseh Road and 24th Avenue NE being the end of the project. An additional five hundred feet (500') on each of the four (4) remaining legs of both Rock Creek Road and Tecumseh Road intersections are included, bringing the approximate total length of the Project to eight thousand two hundred eighty feet (8,280'), or about 1.57 miles.
3. The Project shall included grading, drainage, cross-drains, storm sewer and other drainage appurtenances, paving, striping, sidewalks, retaining walls, and any other ancillary construction as required to tie the proposed construction to adjacent improvements.

The OWNER intends to expand the design work beyond the original scope of work included in the original AGREEMENT. The following shall be considered as the additional design work beyond the original scope of work:

1. Additional Meetings

Additional meetings are anticipated for the Project.

A. Additional meetings will be scheduled with the OWNER for project coordination and monthly progress updates.

2. Additional Design Services

Additional design services will be provided at the OWNER'S request to adjust the project design. The following design changes will be implemented:

A. Revise the pavement footprint and typical sections from a 4-lane roadway section with two (2) on-street bike lanes to a 3-lane roadway section with no on-street bike lanes.
B. Add a 10' wide multi-modal trail along the west side of 24th Avenue NE in lieu of on-street bike lanes.
C. Adjust driveway grades and footprints based on a 3-lane roadway section.
D. Adjust temporary construction easements based on a 3-lane roadway section.

E. Revise the corridor model and cross-sections to reflect a 3-lane roadway section.
F. Design the roadway subgrade for a 4-lane section to accommodate future widening.
G. Revise the storm sewer design from a 4-lane to a 3-lane roadway section.
H. Adjust the roadway taper lengths of 24th Avenue NE at the intersections of Rock Creek Road and Tecumseh Road based on a 3-lane roadway section.
I. Revise all affected pay items and quantities to reflect a 3-lane roadway typical section.

3. Additional Milestone Submittals

Provide additional milestone submittals beyond the number of submittals specified in the original AGREEMENT. The following additional milestone submittals will be provided:

A. Re-submit the 65% milestone submittal including a revised set of 65% Right-of-Way Plans and Engineer's Opinion of Probable Construction Cost.

4. Extra Work

The following items are not included under this agreement but will be considered as extra work:

A. Redesign for the OWNER'S convenience or due to changed conditions after previous alternate direction and/or approval.
B. Design of OWNER owned utility relocations.
C. Utility potholing.
D. Property negotiation and acquisition appraisals.
E. Front end construction contract documents.
F. Construction materials testing.
G. Construction inspection and observation.
H. Environmental Handling and Documentation including wetlands identification or mitigation plans for other work related to environmentally or historically (culturally) significant items.
I. Coordination with the USACE and preparation/submittal of an Individual or Nationwide 404 permit.
J. Services after construction, such as warranty follow-up, surety work, etc.
K. Construction surveying or surveying for as-built conditions.

Extra Work will be as directed by the OWNER in writing for an additional fee as agreed upon by the OWNER and CONSULTANT.

ATTACHMENT B – SCHEDULE

The CONSULTANT shall begin work under this Agreement within ten (10) days of a Notice to Proceed (NTP) and shall complete the work in accordance with the schedule below:

Phase Description	Calendar Days
Task 3C ~ Right-of-Way Plans (65%)	120 days from Approval of Amendment No. 1
Task 3D ~ Final Plans, Specifications & Estimate (100%)	90 days from Approval of Right-of-Way Plans

Attachment C - Compensation
Amendment No. 1

K-2223-55

The City of Norman
24th Avenue NE Roadway Widening
Rock Creek Road to Tecumseh Road

FEE SUMMARY

Fee Type	Title I Service	Estimated Fees
Lump Sum	Task 3C ~ Right-Of-Way Plans (65%)	$ 88,804.00
	Subtotal for Title I Service	**$ 88,804.00**

Attachment C - Compensation **K-2223-55**
Amendment No. 1

The City of Norman
24th Avenue NE Roadway Widening
Rock Creek Road to Tecumseh Road

Task 3C ~ Right-of-Way Plans (65%)

WORK TASK DESCRIPTION	E-6	E-2	E-1	T-2	D-2
	Trans Central OK Muni	Trans Central OK Muni	Trans Central OK Muni	Trans Central OK Muni	Trans Central OK Muni
	$320.00	$164.00	$140.00	$122.00	$144.00
	hr	hr	hr	hr	hr
1. Project Management					
Administration and Coordination	8	16	8		
Quality Control Review	4	8	4		
Submittals to Client		2			
Subtotal - Project Management	**12**	**26**	**12**	**0**	**0**
2. Right-of-Way Plans - 65%					
Confirm Horizontal and Vertical Alignments	2	4	8		
Revise Typical Sections		2	4	8	
Revise Pay Items and Notes		4	8	12	
Revise Summary Tables		4	16	24	
Update Drainage Design	1	12	24		
Revise Plan and Profile Sheets	1	20	80	60	
Revise Cross Section Sheets	1	20	80	60	
Revise Signing and Striping Plan Sheets		4	8	12	
Revise Right-of-Way Sheets	1	4	8	12	
Revise Engineer's OPCC	1	4	2		
Utility Cordination		4			40
Site Visit		4	4		
Subtotal - Right-of-Way Plans - 65%	**7**	**86**	**242**	**188**	**40**
Hours	**19**	**112**	**254**	**188**	**40**
Salary Costs	$6,080.00	$18,368.00	$35,560.00	$22,936.00	$5,760.00

SUBTOTAL - SALARIES:		**$88,704.00**
DIRECT NON-LABOR EXPENSES		
Document Printing/Reproduction/Assembly	$100.00	
Postage/Freight/Courier	$0.00	
Office Supplies/Equipment	$0.00	
Communications	$0.00	
Survey Supplies	$0.00	
Aerial Photography	$0.00	
GPS Equipment	$0.00	
Computer Modeling/Software Use	$0.00	
Traffic Counting Equipment	$0.00	
Locator/Tracer/Thermal Imager Equipment	$0.00	
Travel Costs	$0.00	
SUBTOTAL - DIRECT NON-LABOR EXPENSES:		**$100.00**
SUBTOTAL:		**$88,804.00**
SUBCONSULTANTS FEE:		**$0.00**
TOTAL FEE:		**$88,804.00**

ATTACHMENT D - OWNER'S RESPONSIBILITIES

In connection with the project, the Owner's responsibilities shall include, but not be limited to, the following:

1. Owner will give thorough consideration to all documents presented by the Engineer and informing the Engineer of all decisions within a reasonable time so as not to delay the work of the Engineer.

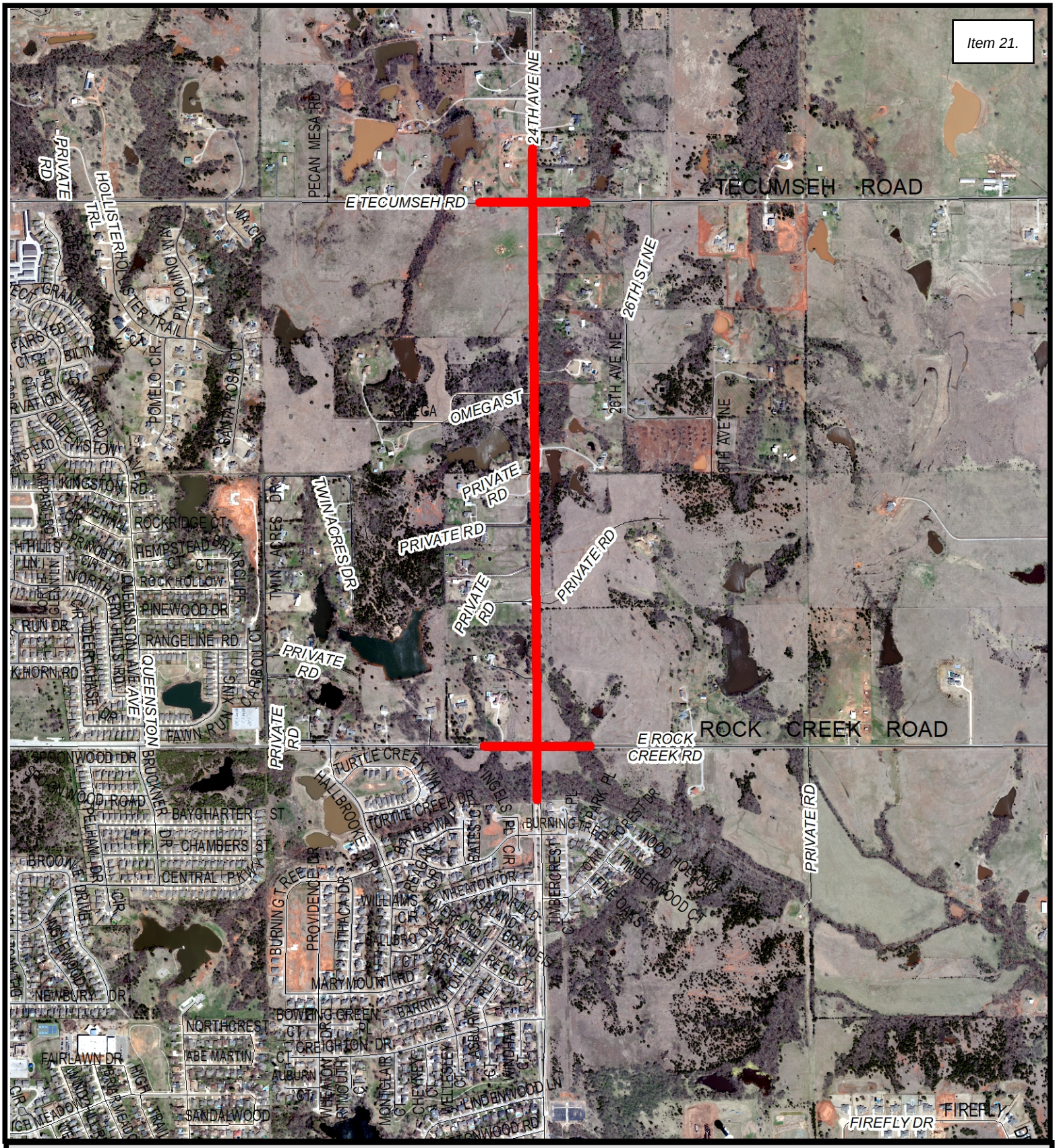
2. Owner will make provision for the employees of the Engineer to enter public and private lands as required for the Engineer to perform necessary preliminary surveys and other investigations.

3. Owner will furnish the Engineer existing plans, previous signal warrant study, existing turning movement counts, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of the Owner. Such documents or data will be returned upon completion of the work or at the request of the Owner.

4. Owner will provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as the Owner may require.

5. Owner will give prompt written notice to the Engineer whenever the Owner observes or otherwise becomes aware of any defect in the project or other events, which may substantially alter the Engineer's performance under this Agreement.

6. Owner will not hire any of the Engineer's employees during performance of this contract and for a period of one year beyond completion of this contract.



24th Avenue NE Widening Project

Rock Creek Road to Tecumseh Road

The City of Norman assumes no responsibility for errors or omissions in the information presented.

File Attachments for Item:

22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 262722 AND CONTRACT K-2627-20: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND DC WELL SERVICES OF OKLAHOMA, L.L.C., IN THE AMOUNT OF $1,908,861.00, PERFORMANCE BOND B2627-25, STATUTORY BOND B-2627-26, AND MAINTENANCE BOND MB-2627-13 FOR REDRILLING OF PRODUCTION WELL 46 AND DRILLING NEW PRODUCTION WELL 71.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Kenneth J. Giannone

PRESENTER: Kenneth J. Giannone, PE, Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 2627-22 AND CONTRACT K-2627-20: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND DC WELL SERVICES OF OKLAHOMA, L.L.C., IN THE AMOUNT OF $1,908,861.00, PERFORMANCE BOND B-2627-25, STATUTORY BOND B-2627-26, AND MAINTENANCE BOND MB-2627-13 FOR REDRILLING OF PRODUCTION WELL 46 AND DRILLING NEW PRODUCTION WELL 71.

BACKGROUND:

In 2015, Norman voters approved a rate increase to fund improvements to Norman's water supply, including expansion of Norman's well field. In 2016, Norman Utilities Authority (NUA) executed a contract with Carollo Engineers, Inc. (Carollo) to furnish engineering services associated with Project WB0212, Norman Well Field Expansion. The well field expansion project included the evaluation and selection of ten new well sites but, in order to ensure project could be completed within available budget, the original construction project included nine wells and well houses. This project was bid in 2018 and the wells were accepted and placed into service in 2023. The project was completed under budget and with sufficient remaining funds to construct the tenth well.

Contract K-2526-17 with Carollo was approved by City Council on October 28, 2025, to provide design services for drilling the tenth well originally planned and for redrilling Well #46 that had a casing failure. To maximize the amount of bidders for the drilling of the well, separate bidding packages were prepared for the well and for the well houses.

DISCUSSION:

This first project, “Redrilling of Production Well 46 and Drilling New Production Well 71” was advertised in the *Norman Transcript* on October 8 and 15, 2026, and bids were opened on November 5, 2026. The bid included an add alternate line item for “Test Hole”. Two bids were received and the base bids and alternate bids are tabulated in the following table with and without the add alternate:

Bidder	Total Bid (with Add Alternate)	Base Bid (without Add Alternate)
DC Well Services of Oklahoma, L.L.C.	$2,307,284.00	$1,908,861.00
Hoffman Water Wells, L.L.C.	$2,572,000.00	$1,972,000.00

Bids were competitive and in line with engineer's estimates with only three percent difference between the two bidders for the Base Bid (without Add Alternate). DC Well Services of Oklahoma, L.L.C. (DC Well Services) submitted the low bid for the project, both with and without the add alternate. Since test holes are typically only recommended for well sites that have not previously had documented test holes drilled and since test holes have already been completed at the sites of both Well 46 and Well 71, staff recommends proceeding with this project with the base bid price only. Therefore, staff has determined DC Well Services to be the lowest responsible bidder for the project with a base bid price of $1,908,861.00.

Funding for the project will come from the Water Wells / Supply Lines construction account (31993345-46101; Project WB0212) which has an available budget of $2,243,823.99.

Work on this project is anticipated to commence in late 2026 following approval of the contract.

RECOMMENDATION 1:

Staff recommends the Norman Utilities Authority accept bids meeting project specifications, award the bid to DC Well Services of Oklahoma, L.L.C., as the lowest responsible bidder for Redrilling of Production Well 46 and Drilling New Production Well 71 project in the amount of $1,908,861.00.

RECOMMENDATION 2:

Staff recommends the Norman Utilities Authority approve the associated contract and performance, statutory, and maintenance bonds in the amount of the bid.

CONTRACT

THIS CONTRACT by and between the NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, hereinafter designated as the AUTHORITY, and **DC Well Services of Oklahoma, LLC** hereinafter designated as the CONTRACTOR, effective the date last executed below.

WITNESSETH

WHEREAS, the AUTHORITY has caused to be prepared in accordance with law, specifications and other Contract Documents for the work hereinafter described; and has approved and adopted all of said Contract Documents; and has given and advertised an Invitation to Bid as required by law; and has received sealed Bids for the furnishing of all labor, materials and equipment for the following project:

PROJECT WA0390, PHASE I
REDRILLING OF PRODUCTION WELL 46 AND DRILLING OF NEW PRODUCTION WELL 71
NORMAN, OKLAHOMA

in accordance with and as outlined and set out in the terms and provisions of said Contract Documents; and,

WHEREAS, the CONTRACTOR in response to said Invitation to Bid, has submitted to the AUTHORITY in the manner and at the time specified, a sealed Bid in accordance with the terms of this said Contract Documents; and

WHEREAS, the AUTHORITY, in the manner provided by law, has publicly opened, examined, and canvassed the Bids submitted and has determined and declared the above-named CONTRACTOR to be the best Bidder on the above-prepared project, and has duly awarded said Bid to said CONTRACTOR, for the sum named in the proposal, to wit:

One Million, Nine Hundred Eight Thousand, Eight Hundred Sixty-One and Zero Cents Dollars ($) **$1,908,861.00**

NOW, THEREFORE, for and in consideration of the mutual agreements, and covenants herein contained, the parties to this CONTRACT have agreed, and hereby agree, as follows:

1) The CONTRACTOR shall, in good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and said CONTRACT Documents, per the Table of Contents, including, but not limited to:

- the Invitation to Bid published in the Norman Transcript
- Notice to Bidders
- the Instructions to Bidders;
- the CONTRACTOR'S Bid or Proposal;
- the Bonds thereto;
- Multiple affidavits
- the Conditions of the Contract
- the Technical Specifications and Construction Drawings

all of which documents are on file in the Office of the AUTHORITY, and are made a part of this CONTRACT as fully as if the same were set out in full, with the following additions and/or exceptions:

1. **Addendum No. 1 including but not limited to executed "Bidder's Statements" form added thereby and submitted by Contractor with Bid.**
2. **Addendum No. 2**
3. **NOTE: Contract price above does NOT include Line Item 15, "Add Alternate: Test Hole - Complete." This LIne Item would only become part of Contract if added by an executed Contract Amendment.**

2) The AUTHORITY shall make payments, minus a retainage as stipulated in the CONTRACT Documents, to the CONTRACTOR in the following manner: On or about the last day of each month, the project manager, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, of work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project manager, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 74, Section 3109-3110, and Title 62, Section 310.09.

On completion of the work, but prior to the acceptance thereof by the AUTHORITY, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations said official shall make his final certificate to the AUTHORITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainage) will be approved and paid.

3) The CONTRACTOR shall commence said work within ten (10) calendar days following receipt of a NOTICE-TO-PROCEED, prosecute the same vigorously and continuously, and complete the same within One Hundred and Twenty (120) calendar days following receipt of NOTICE-TO-PROCEED.

4) Time is of the essence in completion of this project and the AUTHORITY will suffer financial loss if the Work is not completed within the time(s) specified in preceding paragraph. CONTRACTOR and AUTHORITY also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding such actual loss. Accordingly, instead of requiring any such proof, CONTRACTOR and AUTHORITY therefore further agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay AUTHORITY [FIVE HUNDRED DOLLARS ($500) for each calendar day that expires after the time specified in preceding paragraph, plus any authorized extensions thereof, for completion and readiness for final payment of each portion of the Work.

5) The AUTHORITY shall pay the CONTRACTOR for the work performed as follows:
   a) Payment for unit price items shall be at the unit price bid for actual construction quantities. (or) Payment for the lump sum price items shall be at the price bid for actual construction complete in place.
   b) Construction items specified but not included as bid items shall be considered incidental and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities. Should any defective work or materials be discovered or should a reasonable doubt arise at to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied. And that the CONTRACTOR'S bid is hereby made a part of this CONTRACT.

6) The AUTHORITY reserves the right to add to or subtract from the estimated quantities or amount of work to be performed up to a maximum of 15% of the total bid price.

7) The CONTRACTOR shall not undertake to furnish any materials or to perform any work not specifically authorized under the terms of this Agreement unless additional materials or work are authorized by written Change Order, executed by the AUTHORITY; and that in the event any additions are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.

8) The parties mutually agree and acknowledge that this is an Oklahoma AGREEMENT and any dispute shall be resolved in accordance with the Laws of the State of Oklahoma and actions if necessary shall be brought in the District Court of Cleveland County. In the event of ambiguity in any of the terms of this AGREEMENT, it shall not be construed for or against any party on the basis that such party did or did not author the same

9) That if any additional work is performed or additional materials provided by the CONTRACTOR upon authorization by the AUTHORITY, the CONTRACTOR shall be compensated therefore at the unit price bid or as agreed to by both parties in the execution of a Change Order.

10) No provision of this CONTRACT or of any such aforementioned documents shall be interpreted or given legal effect to create an obligation on the part of the AUTHORITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of the CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the AUTHORITY or in any way to restrict the freedom of the AUTHORITY to exercise full discretion in its dealing with the Contractor.

11) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the AUTHORITY prior to issuance of the NOTICE-TO-PROCEED and commencement of work on the project.

The following statement must be signed and notarized before this Contract will become effective.

STATE OF Oklahoma)

COUNTY OF Oklahoma)

I certify that I am the duly authorized agent of DC Well Services of Oklahoma, LLC., CONTRACTOR.

I further certify that neither the CONTRACTOR nor the anyone subject to the his/her direction or control has paid, given or donated, or agreed to pay, give or donate to any officer or employee of the AUTHORITY, any money or other thing of value, either directly or indirectly, in the procuring of the CONTRACT.

DC Well Services of Oklahoma, LLC.
(Bidder Company Name)

By: _____

Travis Evans V.P. of Operations
(printed/typed name and title)

Subscribed and sworn to before me this 17th day of November, 2026.

_____
Notary Public (or Clerk or Judge)

EDWARD JAMES GOWER
Notary Public, State of Oklahoma
Commission # 13009143
My Commission Expires 10/03/2029
[SEAL]

My Commission Expires: 10/03/2029

IN WITNESS WHEREOF, AUTHORITY and CONTRACTOR have executed this AGREEMENT;

DATED this 17th day of November, 2026

DC Well Services of Oklahoma, LLC
PRINCIPAL

ATTEST

Signed: _____
Authorized Representative

Corporate Secretary (where applicable)

Brad Ledbetter pres
Name and Title

(Corporate Seal) (where applicable)

Address: 6288 Boucher Drive
Edmond, OK. 73034

Telephone: (405)340-3112

NORMAN UTILITIES AUTHORITY

APPROVED as to form and legality this 20 day of Nov, 2026.

_____
AUTHORITY Attorney

Approved by the Trustees of the NORMAN UTILITIES AUTHORITY this _____ day of

_____, 20____.

NORMAN UTILITIES AUTHORITY

ATTEST

By: _____ _____

Title: Chairman Secretary

PERFORMANCE BOND

Know all men by these presents that **DC Well Services of Oklahoma, LLC**, as PRINCIPAL, and **Federal Insurance Company**, a corporation organized under the laws of the State of **Indiana**, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, herein called AUTHORITY, in the sum of **One Million, Nine Hundred Eight Thousand, Eight Hundred Sixty-One Dollars and Zero Cents** Dollars ($) **$1,908,861.00** for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors. administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the successful bidder on the following PROJECT:

PROJECT WA0390, PHASE I
REDRILLING OF PRODUCTION WELL 46 AND DRILLING OF NEW PRODUCTION WELL 71
NORMAN, OKLAHOMA

has entered into a written CONTRACT (K-2627-20) with the AUTHORITY, dated _____ to perform and complete said PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if PRINCIPAL shall, in all particulars, well and truly perform and abide by the CONTRACT and all specifications and covenants thereto; and if the PRINCIPAL shall promptly pay or cause to be paid all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or subcontractors; and if the PRINCIPAL shall protect and hold harmless the AUTHORITY from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by the PRINCIPAL or his or its agents, servants, or employees in the construction of the PROJECT, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of the PRINCIPAL or his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the AUTHORITY harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in the CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

It is further expressly agreed that the PRINCIPAL'S obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the _____ day of _____, 20____, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the _____day of _____, 20 ____.

(Corporate Seal) (where applicable)

ATTEST

Corporate Secretary (where applicable)

DC Well Services of Oklahoma, LLC
PRINCIPAL

Signed:

Authorized Representative

Brad Lothan Prez
Name and Title

Address: 6288 Boucher Dr., Edmond, OK 73034

Telephone: 405.340.3164

(Corporate Seal)

ATTEST

Corporate Secretary

Federal Insurance Company
SURETY

Signed:

Authorized Representative

Amy Winters Attorney-In-Fact
Name and Title

Address: 202B Halls Mill Road, Whitehouse, NJ 08889

Telephone: 908.903.3412

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
)§
COUNTY OF Oklahoma)

The foregoing instrument was acknowledged before me this 17 day of November,

20 26, by Traub Evans V.P. of Operations of Dc well Services,
Name and Title Contractor

a LLC corporation, on behalf of the corporation.

WITNESS my hand and seal this 17 day of November 20 26.

Notary Public

EDWARD JAMES GOWER
Notary Public, State of Oklahoma
Commission # 13009143
My Commission Expires 10/03/2029

My Commission Expires: 10-03-2029

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ an individual.
Name and Title

WITNESS my hand and seal this ____ day of _____ 20 _____.

_____
Notary Public

My Commission Expires: _____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ partner (or agent) on behalf of
Name and Title

_____, a partnership.

WITNESS my hand and seal this ____ day of _____20 _____.

_____
Notary Public

My Commission Expires: _____

NORMAN UTILITIES AUTHORITY

APPROVED as to form and legality this 20 day of Nov, 2026.

_____
AUTHORITY Attorney

Approved by the Trustees of the NORMAN UTILITIES AUTHORITY this _____ day of

_____, 20_____.

NORMAN UTILITIES AUTHORITY

ATTEST

By: _____ _____

Title: Chairman Secretary

STATUTORY BOND

Know all men by these presents that **DC Well Services of Oklahoma, LLC**, as PRINCIPAL, and **Federal Insurance Company**, a corporation organized under the laws of the State of **Indiana**, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, herein called AUTHORITY, in the sum of **One Million, Nine Hundred Eight Thousand, Eight Hundred Sixty-One Dollars and Zero Cents** Dollars ($) **$1,908,861.00** for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors. administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the lowest and best bidder on the following PROJECT:

PROJECT WA0390, PHASE I
REDRILLING OF PRODUCTION WELL 46 AND DRILLING OF NEW PRODUCTION WELL 71
NORMAN, OKLAHOMA

has entered into a written CONTRACT (K-2627-20) with the AUTHORITY, dated _____ to perform and complete said PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL, shall properly and promptly complete the work on this PROJECT in accordance with the CONTRACT, and shall well and truly pay all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of the PROJECT, whether incurred by the PRINCIPAL, his subcontractors, or any material men, then this obligation shall be void. Otherwise this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, subject to the provisions of 61 O.S. 1981 §2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the PRINCIPAL'S obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the _____ day of _____ , 20_____, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative on the _____ day of _____, 20_____.

(Corporate Seal) (where applicable)

ATTEST

Corporate Secretary (where applicable)

DC Well Services of Oklahoma, LLC
PRINCIPAL

Signed:

Authorized Representative

Brad Lothrum
Name and Title

Address: 6288 Boucher Dr., Edmond, OK 73034

Telephone: 405.340.3164

(Corporate Seal)

ATTEST

Corporate Secretary

Federal Insurance Company
SURETY

Signed:

Authorized Representative

Amy Winters Attorney-In-Fact
Name and Title

Address: 202B Halls Mill Road, Whitehouse, NJ 08889

Telephone: 908.903.3412

CORPORATE ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF Oklahoma)

The foregoing instrument was acknowledged before me this 17 day of November,
20 26, by Travis Evans V.P. of Operations of DC Well Services,
Name and Title
a LLC corporation, on behalf of the corporation.

WITNESS my hand and seal this 17 day of November 20 26.

Notary Public

EDWARD JAMES GOWER
Notary Public, State of Oklahoma
Commission # 13009143
My Commission Expires 10/03/2029

My Commission Expires: 10-03-2029

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ an individual.
Name and Title

WITNESS my hand and seal this ____ day of _____ 20 _____.

_____
Notary Public

My Commission Expires: _____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ partner (or agent) on behalf of
Name and Title

_____, a partnership.

WITNESS my hand and seal this ____ day of _____20 _____.

_____
Notary Public

My Commission Expires: _____

NORMAN UTILITIES AUTHORITY

APPROVED as to form and legality this 20 day of Nov, 2026.

_____
AUTHORITY Attorney

Approved by the Trustees of the NORMAN UTILITIES AUTHORITY this _____ day of _____, 20_____.

NORMAN UTILITIES AUTHORITY

ATTEST

By: _____ _____

Title: Chairman Secretary

MAINTENANCE BOND

Know all men by these presents that **DC Well Services of Oklahoma, LLC**, as PRINCIPAL, and **Federal Insurance Company**, a corporation organized under the laws of the State of **Indiana**, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, herein called AUTHORITY, in the sum of **One Million, Nine Hundred Eight Thousand, Eight Hundred Sixty-One Dollars and Zero Cents** Dollars ($) **$1,908,861.00** for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors. administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the successful bidder on the following PROJECT:

PROJECT WA0390, PHASE I
REDRILLING OF PRODUCTION WELL 46 AND DRILLING OF NEW PRODUCTION WELL 71
NORMAN, OKLAHOMA

has entered into a written CONTRACT (K-2627-20) with the AUTHORITY, dated _____ to perform and complete said PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

WHEREAS, under the ordinances of the AUTHORITY, the PRINCIPAL is required to furnish to the AUTHORITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the AUTHORITY or expense to the AUTHORITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of two (2) years from the date of the written final acceptance by the AUTHORITY, then this obligation shall be null and void. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the AUTHORITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

If is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the _____ day of _____, 20____, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the _____ day of _____, 20___.

(Corporate Seal) (where applicable)
ATTEST

Corporate Secretary (where applicable)

DC Well Services of Oklahoma, LLC
PRINCIPAL

Signed: _____
Authorized Representative

Brad Lathem Pres
Name and Title

Address: 6288 Boucher Dr., Edmond, OK 73034

Telephone: 405.340.3164

(Corporate Seal)

ATTEST

Corporate Secretary

Federal Insurance Company
SURETY

Signed: _____
Authorized Representative

Amy Winters Attorney-In-Fact
Name and Title

Address: 202B Halls Mill Road, Whitehouse, NJ 08889

Telephone: 908.903.3412

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
)§
COUNTY OF Oklahoma)

The foregoing instrument was acknowledged before me this 17 day of November,

20 26, by Travis Evans V.P. of Operations of DC Well Services,
Name and Title

a LLC corporation, on behalf of the corporation.

WITNESS my hand and seal this 17 day of November 20 26.

Notary Public

EDWARD JAMES GOWER
Notary Public, State of Oklahoma
Commission # 13009143
My Commission Expires 10/03/2029

My Commission Expires: 10-03-2029

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ an individual.
Name and Title

WITNESS my hand and seal this ____ day of _____ 20 _____.

_____
Notary Public

My Commission Expires: _____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

20 _____, by _____ partner (or agent) on behalf of
Name and Title

_____, a partnership.

WITNESS my hand and seal this ____ day of _____20 _____.

_____
Notary Public

My Commission Expires: _____

NORMAN UTILITIES AUTHORITY

APPROVED as to form and legality this 20 day of Nov, 2026.

_____
AUTHORITY Attorney

Approved by the Trustees of the NORMAN UTILITIES AUTHORITY this _____ day of _____, 20_____.

NORMAN UTILITIES AUTHORITY

ATTEST

By: _____ _____

Title: Chairman Secretary

CHUBB

Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, **PACIFIC INDEMNITY COMPANY**, a Delaware corporation, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint Barry Herring, and Amy Winters of Chandler, Oklahoma----------

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** have each executed and attested these presents and affixed their corporate seals on this **17th** day of **September 2025.**

Rupert HD Swindells, Assistant Secretary

Stephen M. Haney, Vice President

STATE OF NEW JERSEY
County of Hunterdon SS.

On this **17th** day of **September, 2025** before me, a Notary Public of New Jersey, personally came Rupert HD Swindells and Stephen M. Haney, to me known to be Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY, the companies which executed the foregoing Power of Attorney, and the said Rupert HD Swindells and Stephen M. Haney, being by me duly sworn, severally and each for himself did depose and say that they are Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal

Stacy J Loftin
NOTARY PUBLIC OF NEW JERSEY
No. 50175208
COMMISSION EXPIRES OCT 15, 2026

Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY on August 30, 2016; WESTCHESTER FIRE INSURANCE COMPANY on December 11, 2006; and ACE AMERICAN INSURANCE COMPANY on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

(1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.

(2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.

(3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.

(4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.

(5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Rupert HD Swindells, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY (the "Companies") do hereby certify that

(i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
(ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this

Rupert HD Swindells, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:
Telephone (908) 903- 3493 Fax (908) 903- 3656 e-mail: surety@chubb.com

Norman Utilities Authority
Project WA0390, Phase I
Redrilling of Production Well 46 and Drilling New Production Well 71

Contract 2627-20
Bid 2627-22

NORMAN UTILITIES AUTHORITY

Verification of Non-Discrimination

IN ACCORDANCE WITH OKLAHOMA STATUTES TITLE 21, SECTION 1289.31, THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE ANY AGREEMENT OVER $100,000 CAN BE APPROVED BY NORMAN UTILITIES AUTHORITY.

The undersigned person, of lawful age, being duly sworn, on oath represents, warrants, and covenants to the Authority, pursuant to 21 O.S. § 1289.31, if CNTRACTOR has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, that CONTRACTOR does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

CONTRACTOR agrees that this verification is hereby incorporated into and made part of Contract K-2627-20, as though fully set forth therein.

DC Well Services of Oklahoma, LLC
(CONTRACTOR)

Signature _____

Name **Travis Evans**

Title **V.P. of Operations**

Date **11/18/2026**

Attest:

_____
Secretary

STATE OF **Oklahoma**

COUNTY OF **Oklahoma**

On this **18** day of **Nov.**, 20**26**, the above signed personally appeared before me and affirmed that they are signing this document for the purposes stated herein and that they are signing in their representative capacity, having legal authority to sign this agreement on behalf of the entity identified herein.

_____
NOTARY PUBLIC

EDWARD JAMES GOWER
Notary Public, State of Oklahoma
Commission # 13009143
My Commission Expires 10/03/2029

MY COMMISSION EXPIRES: **10-03-2029**

MY COMMISSION NUMBER: 13009143

NORMAN UTILITIES AUTHORITY

PROJECT WA0390, PHASE I (WA0212) - REDRILLING EXISTING PRODUCTION WELL 46 AND DRILLING NEW PRODUCTION WELL 71

CONTRACT K-2627-20

BID 2627-22

Bid Opening Date **November 5, 2026**
Bid Opening Time **2:00 PM**

Company	Address	Total Base Bid
DC Well Services of Oklahoma, LLC	6288 Boucher Dr, Edmond, OK 73034	**$ 1,908,861.00**
Hoffman Water Wells, LLC	902 S. Main Street, Fairview, OK 73737	**$ 1,972,000.00**

NORMAN UTILITIES AUTHORITY

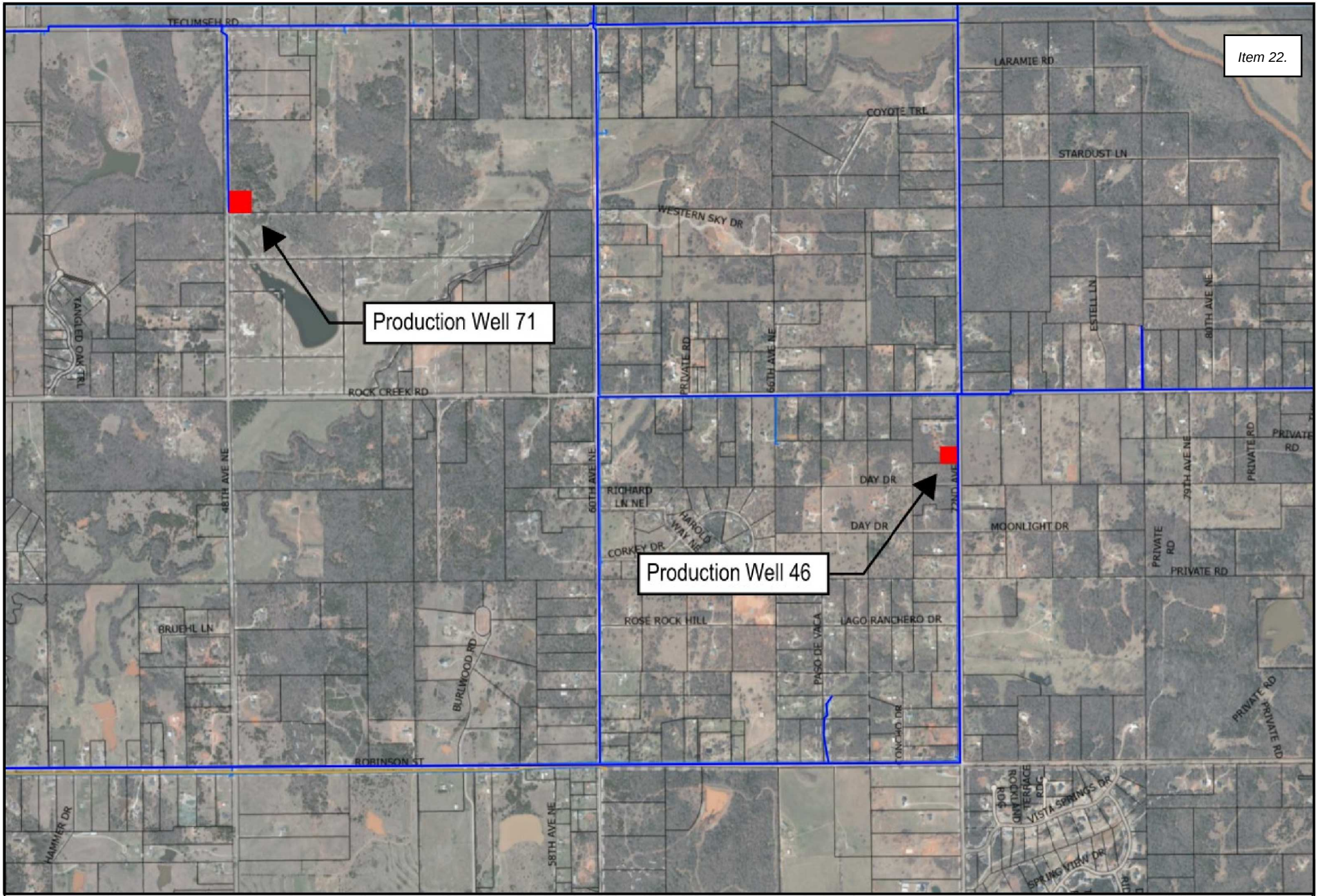
PROJECT WA0390, PHASE I (WA0212) - REDRILLING EXISTING PRODUCTION WELL 46 AND DRILLING NEW PRODUCTION WELL 71

CONTRACT K-2627-20

BID 2627-22

Bid Opening Date **November 5, 2026**
Bid Opening Time **2:00 PM**

Company	Address	Total Base Bid	Add Alternate - Test Holes	Total Base Bid + Add Alternate
DC Well Services of Oklahoma, LLC	6288 Boucher Dr, Edmond, OK 73034	**$ 1,908,861.00**	**$ 398,423.00**	**$ 2,307,284.00**
Hoffman Water Wells, LLC	902 S. Main Street, Fairview, OK 73737	**$ 1,972,000.00**	**$ 600,000.00**	**$ 2,572,000.00**



WB0212 - REDRILLING PRODUCTION WELL 46 & DRILLING NEW WELL 71

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 2,000 4,000 Feet

November 9, 2026

N

Well Lines
Well Sites

420

File Attachments for Item:

23. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 2627-8 AND CONTRACT K-2627-54: BY AND BETWEEN THE CITY OF NORMAN AND CIMARRON CONSTRUCTION CO., L.L.C., IN THE AMOUNT OF $3,959,304.00 FINDLAY AVENUE STORM SEWER REPLACEMENT PROJECT, PERFORMANCE BOND B-2627-36; STATUTORY BOND B-2627-37; MAINTENANCE BOND MB-2627-19; AND RESOLUTION R-2627-34 GRANTING TAX-EXEMPT STATUS AS OUTLINED IN THE STAFF REPORT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Jason Murphy, Stormwater Program Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AWARDING BID 2627-8 AND CONTRACT K-2627-54: BY AND BETWEEN THE CITY OF NORMAN AND CIMARRON CONSTRUCTION CO., L.L.C., IN THE AMOUNT OF $3,959,304.00 FINDLAY AVENUE STORM SEWER REPLACEMENT PROJECT, PERFORMANCE BOND B-2627-36; STATUTORY BOND B-2627-37; MAINTENANCE BOND MB-2627-19; AND RESOLUTION R-2627-34 GRANTING TAX-EXEMPT STATUS AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The City of Norman's Stormwater Division maintains an extensive network of storm sewer infrastructure throughout the community. Much of this system consists of corrugated metal pipe that has reached or exceeded its expected service life and has experienced significant deterioration due to corrosion. One of the City's highest priority stormwater capital improvement projects is the replacement of the existing 60-inch corrugated metal storm sewer beneath Findlay Avenue between Robinson Street and Acres Street.

Over the past several years, Stormwater and Streets Division staff have responded to numerous washouts, pavement failures, and emergency maintenance issues caused by the deteriorating condition of the existing storm sewer. Engineering evaluations determined that localized repairs were no longer a cost-effective solution and that complete replacement of the storm sewer system was necessary.

Findlay Avenue serves Norman Regional Hospital facilities, nearby schools, residential neighborhoods, and surrounding commercial development. It also provides the sole vehicular access to the Adult Wellness and Education (AWE) Center. The continued deterioration of the storm sewer presents a risk of additional roadway failures and disruptions to these facilities. Replacement of the existing infrastructure is necessary to maintain reliable stormwater conveyance, protect the roadway, and reduce the need for recurring emergency repairs.

On June 27, 2023, City Council approved Contract K-2324-9 with Crafton Tull & Associates, Inc., for the engineering design of the Findlay Avenue and Barton Street Storm Sewer Replacement Project.

The Findlay Avenue project includes the removal and replacement of the deteriorated storm sewer beneath Findlay Avenue between Robinson Street and Acres Street, along with associated drainage infrastructure and restoration of roadway areas disturbed during construction. The improvements are intended to address the recurring pipe failures and roadway settlement issues while providing a more reliable stormwater conveyance system. Because the existing storm sewer is located beneath the roadway, construction will require excavation and temporary traffic restrictions along portions of Findlay Avenue. Work will be coordinated to minimize disruptions and maintain access to surrounding businesses, residences, and public facilities to the extent practicable.

Final design for the Findlay Avenue Storm Sewer Replacement Project has been completed. Staff, with assistance from Crafton Tull, prepared construction plans and bid documents to solicit competitive bids for the project. The engineer's estimate for construction was $3,933,045.85.

DISCUSSION:

Bid documents and specifications for the Findlay Avenue Storm Sewer Replacement Project were advertised on October 1st, 2026, and October 8th, 2026, in accordance with State Law. In addition to advertising bids, staff send bid documents to sixty-six (66) contractors directly. Seven contractors attended the pre-bid conference on October 9th, 2026. Five (5) bids were submitted and opened on October 29th, 2026.

The low bid was submitted by Cimarron Construction Co., L.L.C., of Oklahoma City, Oklahoma in the amount of $3,959,304.00, which is $26,258.15, or 0.7%, above the engineer's estimate. Staff have carefully reviewed this bid and believe the bid to be competitive and represents a fair price.

Tabulation of Bid Results

Contractor	Total
Engineer's Estimate	$3,922,045.85
Cimarron Construction Co., LLC	$3,959,304.00
Civil Builders, LLC	$4,193,949.90
Overland Corporation	$4,430,923.00
Hook Construction LLC	$4,528,000.00
Downey Contracting LLC	$8,033,896.00

This project will be funded as follows:

Project	Number and Account	Amount
Findlay Drive Drainage	DR0027 50599968-46101	$3,959,304.00

If approved, construction of the Findlay Avenue Storm Sewer Replacement Project is anticipated to begin on or around January 15, 2027. This start date was coordinated with Cimarron

Construction Co., L.L.C., to allow sufficient lead time for procurement and delivery of construction materials. The contract allows 150 days for construction, excluding weather delays, with an estimated completion in June 2027.

RECOMMENDATION NO. 1:
Staff recommends awarding Bid No. 2627-8 to Cimarron Construction Co., L.L.C., of Oklahoma City, Oklahoma, and approving Contract K-2627-54 in the amount of $3,959,304.00 for construction of the Findlay Avenue Storm Sewer Replacement Project.

RECOMMENDATION NO. 2:
Staff further recommends that, upon approval of Contract K-2627-54, the following bonds be approved:

Maintenance Bond No. MB-2627-19
Performance Bond No. B-2627-36
Statutory Bond No. B-2627-37

RECOMMENDATION NO. 3:
Staff further recommends that, upon approval of Contract K-2627-54, Cimarron Construction Co., L.L.C. be authorized as Project Agent via Resolution No. R-2627-34

CONTRACT

THIS CONTRACT made and entered into this_____day of_____, 20__, by and between Cimarron Construction Co., LLC. as Party of the First Part, hereinafter designated as the CONTRACTOR, and the City of Norman, a municipal corporation, hereinafter designated as the CITY, Party of the Second Part.

WITNESSETH

WHEREAS, the CITY has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all of said bidding documents, and has caused Notice to Bidders to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following projects:

BID 2627-8 FINDLAY AVE STORM SEWER REPLACMENT PROJECT

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said CONTRACT; and,

WHEREAS, the CONTRACTOR in response to said Notice to Bidders, has submitted to the CITY in the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and,

WHEREAS, the CITY, in the manner provided by law, has publicly opened, examined, and canvassed the proposals submitted and has determined and declared the above-named CONTRACTOR to be the lowest and best Bidder on the above-prepared project, and has duly awarded this CONTRACT to said CONTRACTOR, for the sum named in the proposal, to wit:

(WRITTEN) Three Million Nine Hundred Fifty-Nine Thousand Three Hundred Four (DOLLARS);

(NUMERALS) ($ 3,959,304.00).

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this CONTRACT have agreed, and hereby agree, as follows:

l) The CONTRACTOR shall, in a good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and the following CONTRACT Documents: The Bid Notice published in the Norman Transcript, the Notice to Bidders, Instructions to Bidders, the Contractor's Bid or Proposal, the Construction Drawings, Specifications, Provisions, and Bonds thereto, all of which documents are on file in the Office of the Purchasing Agent of the City of Norman, and are made a part of this CONTRACT as fully as if the same were set out at length.

2) The CITY shall make payments as stipulated in the contract documents to the CONTRACTOR in the following manner: On or about the first day of each month, the project engineer, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project engineer, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 62, Section 310.9.

On completion of the work, but prior to the acceptance thereof by the CITY, it shall be the duty of the project engineer, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations, said official shall make his final certificate to the CITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainages) will be approved and paid.

3) It is further agreed that the CONTRACTOR will commence said work within 10 days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously. Any suspension of work must be approved by the engineer or the engineer's representative. The contract period is as follows:

FINDLAY AVE STORM SEWER REPLACEMENT PROJECT

a. 150 Calendar Days
    i. 150 Calendar Days does not include weather days
        1. Weather days to be determined by the engineer or the stormwater program manager

Calendar Days does not include weather days
Weather days to be determined by the engineer or streets program manager

4) That the CITY shall pay the CONTRACTOR for the work performed as follows:

a. Payment for unit price items shall be at the unit price bid for actual construction quantities.

b. Construction items specified but not included as bid items shall be considered incidental and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities. Should any defective work or materials be discovered or should a reasonable doubt rise as to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied.

And that the CONTRACTOR'S bid is hereby made a part of this Agreement.

5) The amount of retainage with respect to progress payments will be 5%, or as otherwise permitted by applicable law.

6) That the CONTRACTOR will not undertake to furnish any materials or to perform any work not specifically authorized under the terms of this Agreement unless additional materials or work are authorized by written Change Order, executed by the CITY; and that in the event any additional are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.

7) That if any additional work is performed or additional materials provided by the CONTRACTOR upon authorization by the CITY, the CONTRACTOR shall be compensated therefore at the unit price and as agreed to by both parties in the execution of the Change Order.

8) That the CONTRACTOR shall perform the work and provide the materials strictly in accordance with the specifications as to quality and kind, and all work and materials shall be subject to rejection by the CITY through its authorized representatives for failure to meet such requirements, and in the event of such rejection, the CONTRACTOR shall replace the work and materials without compensation therefore by the CITY.

9) The CONTRACTOR shall complete the work in accordance with the terms of this Agreement. The CONTRACTOR further agrees to pay liquidated damages, as stipulated in the contract document and the General Conditions included in the City of Norman Standard Specifications and Construction Drawings, for each calendar day thereafter.

10) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the CITY prior to issuance of the Work Order and commencement of work on the project. The CONTRACTOR shall provide written documentation from the Maintenance Bond Company that all work, including Change Orders, is covered by the Maintenance Bond before final acceptance of the project.

11) IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in four (4) duplicate originals, the day and year first above written.

12) To that end, no provision of this CONTRACT or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the CITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the CITY or in any way to restrict the freedom of the third person to the CITY or in any way to restrict the freedom of the CITY to exercise full discretion in its dealing with the Contractor.

13) If CONTRACTOR has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONTRACTOR hereby represents, warrants, covenants to the CITY that, in accordance with and pursuant to 21 O.S. § 1289.31 and 74 O.S. § 12001 that (i) it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, or boycott energy companies and (ii) will not discriminate against a firearm entity or firearm trade association, or boycott energy companies, during the term of this Agreement.

14) The sworn, notarized statement below must be signed and notarized before this Contract will become effective.

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by CONTRACTOR to submit the above CONTRACT to the CITY. Affidavit further states that CONTRACTOR has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the CITY any money or other thing of value, either directly or indirectly, in the procuring of the CONTRACT.

Contractor

Subscribed and sworn to before me this 14th day of November 20[illegible]

SHANNON MOORE NOTARY PUBLIC # 08000561 EXP. 01/14/28 STATE OF OKLAHOMA

Notary Public

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 14th day of November 20[illegible], and the_____ day of _____,_20[ ].

(Corporate Seal) (where applicable)

Principal

Signed: _____

Title: Manager

Address 3501 NE 63rd St. Oklahoma City, OK 73121

Telephone: 405-728-1555

ATTEST:
Authorized Representative

Chris McMurtrey-Secretary

Corporate Secretary (where applicable)

CIMARRON CONSTRUCTION CO. CORPORATE SEAL

CITY OF NORMAN:

Approved as to form and legality this 19 day of Nov 20 26.

Elisabeth Muckala
City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20☐.

ATTEST:

_____ _____

City Clerk Mayor

CONTRACT AFFIDAVIT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

Don E. Noble, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm of Cimarron Construction Co to submit the above Contract to the City of Norman, Oklahoma.

Affidavit further states that such firm has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City of Norman, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the Contract.

Don E. Noble
Contractor

CIMARRON CONSTRUCTION CO. CORPORATE SEAL

Subscribed and sworn to before me this 3rd day of November, 2020.

Notary Public

SHANNON MOORE NOTARY # 08000561 EXP. 01/14/28 PUBLIC STATE OF OKLAHOMA

My Commission Expires:
01-14-2028

Signatory Notarization

STATE OF Oklahoma, COUNTY OF Oklahoma, SS:

Before me, the undersigned, a Notary Public in and for said Don E. Noble of Cimarron Construction Company, its President, to me known to be the identical person(s) who executed the foregoing Contract and Bonds and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 4th day of November, 2026.

My Commission Expires: 01-14-2028

SHANNON MOORE NOTARY # 08000561 EXP. 01/14/28 PUBLIC STATE OF OKLAHOMA

Notary Public: _____

PERFORMANCE BOND

Bond No. 95103[illegible]

Know all men by these presents, that Cimarron Construction Co., LLC. as PRINCIPAL, and Fidelity and Deposit Company of Maryland Corporation organized under the laws of the State of Illinois and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of Three Million Nine Hundred Fifty Nine Thousand Three Hundred Four & 00/100 DOLLARS, ($ 3,959,304.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

BID 2627-8 FINDLAY AVE STORM SEWER REPLACEMENT

has entered into a written CONTRACT (K-2627-54) with THE CITY OF NORMAN, dated this _____ day of _____, 20___ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL shall, in all particulars, well and truly, perform and abide by said CONTRACT and all specifications and covenants thereto and shall promptly and properly complete the work on this PROJECT in accordance with the CONTRACT; and if the PRINCIPAL shall protect and hold harmless the CITY from all loss, damage, and expenses to life or property suffered or sustained by any person, firm or corporation caused by PRINCIPAL or their or its agents, servants or employees in the construction of the PROJECT, or by or in consequence of any negligence, carelessness or misconduct in guarding or protecting the same, or from any act or omission of PRINCIPAL of their or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the CITY harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in the CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), and the _____day of _____, 20___ and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the day of_____, 20___.

Performance Bond No. B-2627-36
Page 1of 3

(Corporate Seal) (where applicable)

ATTEST:

Chris McMurtrey - Sec

Corporate Secretary (where applicable)

Principal Cimarron Construction Co., LLC.

Signed: Don Noble

Authorized Representative

Title: Manager

Address: 3501 NE 63rd

OKC, OK 73121

Telephone: 405-728-1555

(Corporate Seal) (where applicable)

Surety: Fidelity and Deposit Company of Maryland

ATTEST: Callie Woodard

Callie Woodard

Signed: Deborah Raper

Authorized Representative

Printed: Deborah L. Raper

Authorized Representative

Title: Attorney-in-Fact

Address: 9401 Cedar Lake Avenue, Oklahoma City, OK 73114

Telephone: 405-418-8600

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)

) ss:

COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 11th day of Novembe, 20 26 by Don E Noble Manager (Name and Title), of Cimarron Construction Company, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 11th day of November, 20 26.

SHANNON MOORE NOTARY PUBLIC # 08000561 EXP. 01/14/28 STATE OF OKLAHOMA

Notary Public

My Commission Expires:

01-14-2029

Performance Bond No. B-2627-36

Page 2 of 3

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____(Name and Title) of _____,
a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20__.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

CITY OF NORMAN
Approved as to form and legality this 19 day of NW, 2026

Elisabeth Nichols
_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

Bond No. 95103

STATUTORY BOND

Know all men by these presents that Cimarron Construction Co., LLC. as PRINCIPAL, and Fidelity and Deposit Company of Maryland, a corporation organized under the laws of the State of Illinois, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the sum of Three Million Nine Hundred Fifty Nine Thousand Three Hundred Four & 00/100 DOLLARS ($ 3,959,304.00), or the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

BID 2627-8 FINDLAY AVE STORM SEWER REPLACEMENT

has entered into a written CONTRACT (K-2627-54) with THE CITY OF NORMAN, dated this _____ day of _____, 20___, for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL, shall properly and promptly complete the work on this PROJECT in accordance with the CONTRACT, and shall well and truly pay all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of the PROJECT, whether incurred by the PRINCIPAL, his subcontractors, or any material men, then this obligation shall be void. Otherwise this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, subject to the provisions of 6l O.S. S2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the _____day of_____, 20___ , and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative on the_____ day of _____, 20___.

(Corporate Seal) (where applicable)

ATTEST

Chris McMurtry Jr.
Corporate Secretary (where applicable)

CIMARRON CONSTRUCTION CO. CORPORATE SEAL

Cimarron Construction Co., LLC
Principal
Signed: _____
Authorized Representative
Title: Manager
Address: 3501 NE 63rd
OKC, OK 73121
Telephone: 405-728-1555

CIMARRON CONSTRUCTION CO. CORPORATE SEAL

(Corporate Seal) (where applicable)

ATTEST: Callie Woodard
Callie Woodard

Surety: Fidelity and Deposit Company of Maryland

Signed: _____
Authorized Representative

Printed: Deborah L. Raper
Authorized Representative

Title: Attorney-in-Fact

Address: 9401 Cedar Lake Avenue, Oklahoma City, OK 73114

Telephone: 405-418-8600

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 11th day of November, 2026, by Dan E. Noble Manager (Name and Title), of Cimarron Construction Company a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 11th day of November, 2026.

SHANNON MOORE NOTARY PUBLIC # 08000561 EXP. 01/14/28 STATE OF OKLAHOMA

_____
Notary Public

My Commission Expires:
01-14-28

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

CITY OF NORMAN

Approved as to form and legality this 19 day of Nov, 2026

_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

CITY OF NORMAN Bond No. 9510324

MAINTENANCE BOND

Know all men by these presents that Cimarron Construction Co., LLC., as Principal, and Fidelity and Deposit Company of Maryland, a corporation organized under the laws of the State of Illinois, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of Three Million Nine Hundred Fifty Nine Thousand Three Hundred Four & 00/100 DOLLARS ($ 3,959,304.00), such sum being equal to the contract price and being in force for a period of one year from the date of the acceptance of the below described improvements by the City Council, and thereafter for the sum of Nine Hundred Eighty Nine Thousand Eight Hundred Twenty Six & 00/100 DOLLARS ($ 989,826.00), such sum being no less than twenty-five percent (25%) of the contract price and being in force for a period of two years thereafter, for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best bidder on the following project:

BID 2627-8 FINDLAY AVE STORM SEWER REPLACMENT

has entered into a written CONTRACT (K-2627-54) with the CITY OF NORMAN, dated this _____ day of _____, 20____ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the CITY the PRINCIPAL is required to furnish to the CITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW, THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the CITY or expense to the CITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of three (3) years from the date of the written final acceptance by the CITY, then this obligation shall be null and void. The amount of the Maintenance Bond shall be 100 % of the contract amount for the first year and then 25% of the contract amount for the following two (2) years. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the CITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the ___ day of _____, 20___, and the SURETY has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its authorized representative(s) on the _____ day of _____, 20___.

(Corporate Seal) (where applicable)

ATTEST:

Chris McMurtrey Sec.

Corporate Secretary (where applicable)

Cimarron Construction Co., LLC

Principal Signed: Don E Noble

Authorized Representative

Title: Manager

Address: 3501 NE 63rd Street

OKC, OK 73121

Telephone: 405-728-1555

(Corporate Seal) (where applicable)

ATTEST: Callie Woodard

Callie Woodard

Surety: Fidelity and Deposit Company of Maryland

Signed: Deborah Raper

Authorized Representative

Printed: Deborah L. Raper

Authorized Representative

Title: Attorney-in-Fact

Address: 9401 Cedar Lake Avenue, Oklahoma City, OK 73114

Telephone: 405-418-8600

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)

) ss:

COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 11th day of November, 2026 by Don E. Noble Manager (Name and Title), of Cimarron Construction Company a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 11th day of November, 2026

Notary Public

My Commission Expires:

01-14-2028

Maintenance Bond No. MB-2627-19

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title)_____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

CITY OF NORMAN

Approved as to form and legality this 19 day of Nov, 2026

Elisabeth Muckala
_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Christopher Nolan, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Clayton HOWELL, Callie WOODARD, Austin K. GREENHAW, J. Kelly DEER, Shelli R. SAMSEL, Travis E. BROWN, Jamie BURRIS, Vaughn P. GRAHAM, Vaughn P. GRAHAM, JR, Stephen M. POLEMAN, Deborah L. RAPER, Dwight A. PILGRIM, Gary LILES, Randy D. WEBB, Bobby Joe YOUNG, Aaron WOOLSEY, Carey L. KENNEMER, Kristin LEWIS, Joshua BRYAN, Becky KILLMAN, Michael L. SWIFT of Tulsa, Oklahoma,** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 18th day of August, A.D. 2025.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Christopher Nolan
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 18th day of August, A.D. 2025, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Christopher Nolan, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison
Notary Public
My Commission Expire January 27, 2029

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

Resolution

R-2627-34

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING CIMARRON CONSTRUCTION CO., L.L.C., AS PROJECT AGENT FOR THE FINDLAY AVENUE STORM SEWER REPLACEMENT PROJECT, FOR THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman, Oklahoma, does hereby acknowledge that the tax-exempt status of this political subdivision is a significant factor in determining the agreed contract price bid by Cimarron Construction Co., L.L.C., for the Findlay Avenue Storm Sewer Replacement Project; and

§ 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Cimarron Construction Co., L.L.C., its special State and Federal sales tax exemptions and in order to achieve such end, finds it necessary to appoint as its direct purchasing agent, Cimarron Construction Co., L.L.C., to purchase materials which are in fact used for the Findlay Avenue Storm Sewer Replacement Project; and

§ 3. WHEREAS, this limited agent status is conferred with the express understanding that Cimarron Construction Co., L.L.C., shall appoint employees and subcontractors as sub-agents who shall be authorized to make purchases on their behalf.

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

§ 4. That the City of Norman, Oklahoma, on the 24th day of November 2026, did appoint Cimarron Construction Co., L.L.C., who is involved with the Findlay Avenue Storm Sewer Replacement Project, an agent of the City of Norman, Oklahoma, solely for the purpose of purchasing, on a tax-exempt basis, materials and tangible personal property to be used exclusively for the Findlay Avenue Storm Sewer Replacement Project.

PASSED AND ADOPTED THIS 24TH DAY OF NOVEMBER 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

RICH & CARTMILL, INC.
EST.1922 INSURANCE • BONDS

November 3, 2026

City of Norman
201 W. Gray Street
Norman, OK 73069

RE: Cimarron Construction Company
Bond #9510324
Project: City of Norman - Findlay Ave Storm Sewer Replacement Project

Dear Sir/Madam:

Please let this letter serve as authorization to date the bonds and powers of attorney for the above-captioned bonds. This authority may be extended by you the owner, or to the architect, or their designated representatives.

Should you have any questions, please feel free to call.

Sincerely,

Deborah L. Raper

Deborah L. Raper, Attorney-in-Fact for Fidelity and Deposit Company of Maryland

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this _____ day of _____, _____.

SEAL SEAL SEAL

MJ Pethick

Mary Jean Pethick
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

File Attachments for Item:

24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONMENT OF RESOLUTION R-2627-71: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $307,044 FROM THE GENERAL FUND BALANCE FOR THE ADDITION OF THREE (3) NEW FIREFIGHTER POSITIONS.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Fire Department

PRESENTER: Travis King, Fire Chief

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONMENT OF RESOLUTION R-2627-71: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $307,044 FROM THE GENERAL FUND BALANCE FOR THE ADDITION OF THREE (3) NEW FIREFIGHTER POSITIONS.

BACKGROUND:

Ladder Two currently has one Driver position staffing it on a day-to-day basis. Adding three additional firefighters will allow the Ladder to be staffed with two personnel on a day-to-day basis. Hopefully, in the next budget cycle, three more personnel can be added to give us daily staffing of three personnel on this apparatus. This will allow us to meet industry standards in regard to minimum staffing for Ladder Companies.

DISCUSSION:

Adoption of this Resolution will provide funding for three (3) new firefighters and affiliated equipment needs.

The below firefighter projected cost is based on the first step of the current firefighters pay scale:

THREE (3) FIREFIGHTERS (Step 1)

- Salaries and Benefits	$262,245
- Mandatory Training	$10,254
- Uniforms	$12,000
- PPC (bunkers, wildland)	$19,629
- SCBA face piece mask adaptors	$2,916
Officer Cost:	**$307,044**

RECOMMENDATION:

Staff recommends appropriating $307,044 in General Fund balance to add three (3) new firefighters to the Fire Department.

Appropriation from General Fund Balance (Account 10-29000) – $307,044

Allocate Funds to the General Fund:

Suppression Salaries (10664143-42001) $175,539

Other Benefits-Medical Insurance (10664143-42210) $57,495

Other Benefits-Life Insurance (10664143-42211) $216

Other Benefits-Uniform Cleaning Allowance (10664143-42221) $1,875

City Share-FICA-Medicare (10664143-42901) $2,544

City Share-Retirement-Fire (10664143-42903) $24,576

Classroom Supplies (10664141-43001) $360

Training Books (10664141-43001) $1,194

Graduation Costs (10664141-43016) $900

Uniforms (10664141-43501) $12,000

Certification Classes (10664141-44017) $7,800

PPC (Bunkers, Wildland) (10664141-45113) $19,629

SCBA Face Piece & Mask Adapters (10664141-45113) $2,916

Resolution

R-2627-71

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $307,044 FROM THE GENERAL FUND BALANCE FOR THE ADDITION OF THREE (3) NEW FIREFIGHTER POSITIONS.

§ 1. WHEREAS, the City Manager desires to add three (3) new entry-level firefighters to City of Norman staffing; and

§ 2. WHEREAS, said new firefighters will require training before being placed on to regular duty; and

§ 3. WHEREAS, each of the three (3) new firefighters will require certain materials and equipment to complete training and normal regular duties.

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

§ 4. That $307,044 be appropriated from General Fund Balance and allocated as follows:

Losing Account	Gaining Account	Amount
General Fund Balance Account 10-29000	General Fund Suppression Salaries (10664143-42001)	$175,539
	Other Benefits-Medical Insurance (10664143-42210)	$57,495
	Other Benefits-Life Insurance (10664143-42211)	$216
	Other Benefits-Uniform Cleaning Allowance (10664143-42221)	$1,875
	City Share-FICA-Medicare (10664143-42901)	$2,544
	City Share-Retirement-Fire (10664143-42903)	$24,576
	Classroom Supplies (10664141-43001)	$360
	Training Books (10664141-43001)	$1,194
	Graduation Costs (10664141-43016)	$900
	Uniforms (10664141-43501)	$12,000
	Certification Classes (10664141-44017)	$7,800
	PPC (10664141-45113)	$19,629
	SCBA Face Piece and Mask Adapters (10664141-45113)	$2,916
	Total	$307,044

PASSED AND APPROVED this 24th day of November 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-72: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERING $10,000 FROM THE CAPTIAL FUND BALANCE TO THE STREET DEPARTMENT YARD RELOCATION PROJECT FOR PRELIMINARY COSTS AND FACILITY PLANNING NEEDS.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Anthony Purinton, Assistant City Attorney II

PRESENTER: Anthony Purinton, Assistant City Attorney II

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-72: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERING $10,000 FROM THE CAPTIAL FUND BALANCE TO THE STREET DEPARTMENT YARD RELOCATION PROJECT FOR PRELIMINARY COSTS AND FACILITY PLANNING NEEDS.

BACKGROUND:

The Street Department Yard Relocation Project (BG0110) was recently created in the Capital Fund to account for costs related to long-term facility planning for the Street Department. Because the project is new and in its early stages, it does not currently have a budget appropriation.

DISCUSSION:

Staff requests a transfer of funds to establish an initial budget for the Street Department Yard Relocation Project. This will cover preliminary costs as staff evaluates the Street Department's future facility needs. Funds are available in the Asphalt Maintenance City Wide project (SC0770), and moving them will not significantly affect that program's planned work for the current fiscal year.

Under the City's budget policies, transfers between separate capital projects require City Council approval. Staff therefore requests Council approval of the following transfer:

	Project	Account Number	Amount
From:	Capital Fund Balance	50-29000	$10,000
To:	Street Dept Yard Relocation (BG0110)	50596221-46201	$10,000

This transfer does not change the overall Capital Fund budget. It moves existing appropriations from one project to another. Additional funding for the relocation project will be requested through future budget actions as the project develops.

RECOMMENDATION:

Staff recommends that City Council approve the budget transfer of $10,000 from Capital Fund Balance (Account 50-29000) to Street Department Yard Relocation (Project BG0110, Account 50596221-46201 Design).

Resolution

R-2627-72

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING $10,000 FROM THE CAPITAL FUND BALANCE TO THE STREET DEPARTMENT YARD RELOCATION PROJECT FOR PRELIMINARY COSTS AND FACILITY PLANNING NEEDS.

§ 1. WHEREAS, the Street Department Yard Relocation Project (BG0110) was recently established in the Capital Fund to account for costs associated with long-term facility planning and evaluation of the Street Department's future needs; and

§ 2. WHEREAS, the newly established project does not currently have a budget appropriation, and an initial allocation of funds is necessary to begin preliminary planning activities; and

§ 3. WHEREAS, $10,000 is available for transfer from the Capital Fund Balance, and reallocating these funds will not significantly impact the planned work of existing capital projects or change the overall Capital Fund budget; and

§ 4. WHEREAS, City Council approval is required for transfers between capital projects, and staff recommends appropriating $10,000 to the Street Department Yard Relocation Project (BG0110) to support preliminary planning costs as the project develops.

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

§ 5. THAT the following budget transfer be made as follows:

Losing Account	Gaining Account	Amount
Capital Fund Balance (50-2900)	Street Department Yard Relocation Project (50596221-46201)	$10,000

PASSED AND ADOPTED this 24th day of November 2026.

_____
Stephen T. Holman, Mayor

ATTEST:

_____
Jamie Meyer, City Clerk

File Attachments for Item:

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-13 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: RJR Investments, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-13 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4)

APPLICANT/REPRESENTATIVE	RJR Investments, L.L.C./Mical Stephenson
LOCATION	328 E Robinson Street
WARD	4
CORE AREA	Yes
EXISTING ZONING	R-3, Multifamily Dwelling District, Porter Corridor Zoning Overlay

	District, Central Norman Zoning Overlay District
EXISTING LAND USE DESIGNATION	Mixed-Use
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	C-2, General Commercial District
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, RJR Investments, L.L.C., is requesting to rezone the subject property from the R-3, Multifamily Dwelling District, to the C-2, General Commercial District. A preliminary plat request accompanies this request. The applicant proposes an AutoZone on the property.

EXISTING CONDITIONS:

SIZE OF SITE: 0.64 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-3	C-2 / C-1	C-3	R-3 / SPUD	R-3
Land Use	Mixed-Use	Mixed-Use	Mixed-Use	Mixed-Use	Urban Medium
Current Use	Vacant	Commercial	Commercial	Residential / Salvation Army	Residential

ZONING DESIGNATION
R-3, Multi-Family Dwelling District
The R-3 district is designed to allow for higher densities of residential development. Bulk standards and development regulations in this district have been designed to promote compatibility with adjacent residential uses of lower densities.

LAND USE DESIGNATION
Mixed-Use
See attached Mixed-Use Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Tull's Park is approximately 0.2 miles Northwest of the subject property and while there are sidewalks along E Robinson Street to N Peters Avenue, there are no sidewalks along W Dale Street to access the park.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 September 24, 2026

The applicant attended the Pre-Development meeting for this application on September 24, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING*

ZONING CODE CONSIDERATIONS

C-2, General Commercial District
This commercial district is intended for the conduct of personal and business services and the general retail business of the community. People living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

The applicant requests to rezone approximately 0.64 acres from the R-3, Multifamily Dwelling District, to C-2, General Commercial District, to construct an automotive supply store. The intended use is an allowed use in the C-2 District.

The property also lies within the Porter Corridor Zoning Overlay District (PCZOD) and the Central Norman Zoning Overlay District (CNZOD). CNZOD is not applicable for the proposed commercial development. PCZOD requires design aspects such as buffer walls and landscaping with specific materiality, and intentional discreet parking lot design with focus on layout, landscaping, and lighting. While the subject property is within the commercial development line, it does not abut any residential properties, so no extra buffering is required.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as it will improve the existing site design and connectivity of the area. It will also be constructed with high-quality materials with loading areas located to the east side of the proposed building.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood policy of encouraging employment within the Core through infill and reinvestment. However, the proposal is **inconsistent** with other stated goals and policies of cultivating connectivity through pedestrian-centric environments and locating off-street parking in the rear of the lot. Despite these inconsistencies, the development's relatively small size may act as a transitionary buffer between the more auto-centric developments to the north and east and the more pedestrian-centric areas to the south.

Mixed-Use (MX) Land Use Policies

The proposal is consistent with the following MX Land Use policies:

- **Site Design**
- **Utility Access**

The proposal is **consistent** with these Mixed-Use Land Use policies, as it strengthens the connectivity through increased sidewalk connectivity along N Crawford Ave. The proposed development will connect to existing utilities infrastructure.

The proposal is inconsistent with the following MX Land Use policies:

- **Building Types**
- **Transportation**
- **Public Space**

The proposal is **inconsistent** with these Mixed-Use Land Use policies, as it proposes a single-use, single-story structure and does not provide public spaces beyond required sidewalks. While parking is screened from the rights-of-way via landscaping, it is still a predominant feature of the site and does not contribute to a park-once environment.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with some of the policies of the AIM Norman Land Use Plan, as it proposes infill development and reinvestment into a currently vacant property while expanding pedestrian access along N Crawford Avenue, and utilizing existing public infrastructure. However, the proposal is **inconsistent** with other policies, as it features a building type and auto-centric design with minimal public space that is generally not supported by the Mixed-Use Land Use Category.

CONCLUSION:

Staff forwards this request for rezoning from R-3, Multifamily Dwelling District, to C-2, General Commercial District, and Ordinance O-2627-13 for consideration by City Council.

UPDATE: Staff, applicant, neighbor, and property owner met Friday October 30th to discuss the proposed development per Planning Commissioner's recommendation.

Attachment:

328 E Robinson AutoZone AIM Documents

PLANNING COMMISSION RESULTS:

At their meeting of November 12, 2026, the Planning Commission recommended denial of Ordinance O-2627-13 by a vote of 0-8.

*On November 18, 2026, the City Clerk's office received notice to remove this item from the Consent docket by Councilmember Trey Kirby, Ward 5.

O-2627-13

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4)

§ 1. WHEREAS, RJR Investments, LLC has made application to have the property described below removed from R-3, Multifamily Dwelling District, and to have the same placed in C-2, General Commercial District; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on November 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from R-3, Multifamily Dwelling District, and to have the same placed in C-2, General Commercial District to wit:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF CLEVELAND, STATE OF OKLAHOMA, AND IS DESCRIBED AS FOLLOWS:

TRACT 1:
THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 2:
THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF. LESS AND EXCEPT THE NORTH 10 FEET OF LOTS TWELVE (12) THROUGH SEVENTEEN (17), INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION, DEEDED TO THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF OKLAHOMA.

TRACT 3:
THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 4:
THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 5:
THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

Containing 0.64 acres, more or less.

§ 5. 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.

ADOPTED this _____ day of

_____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of

_____, 2026.

_____
(Mayor)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

CORE NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

GOALS

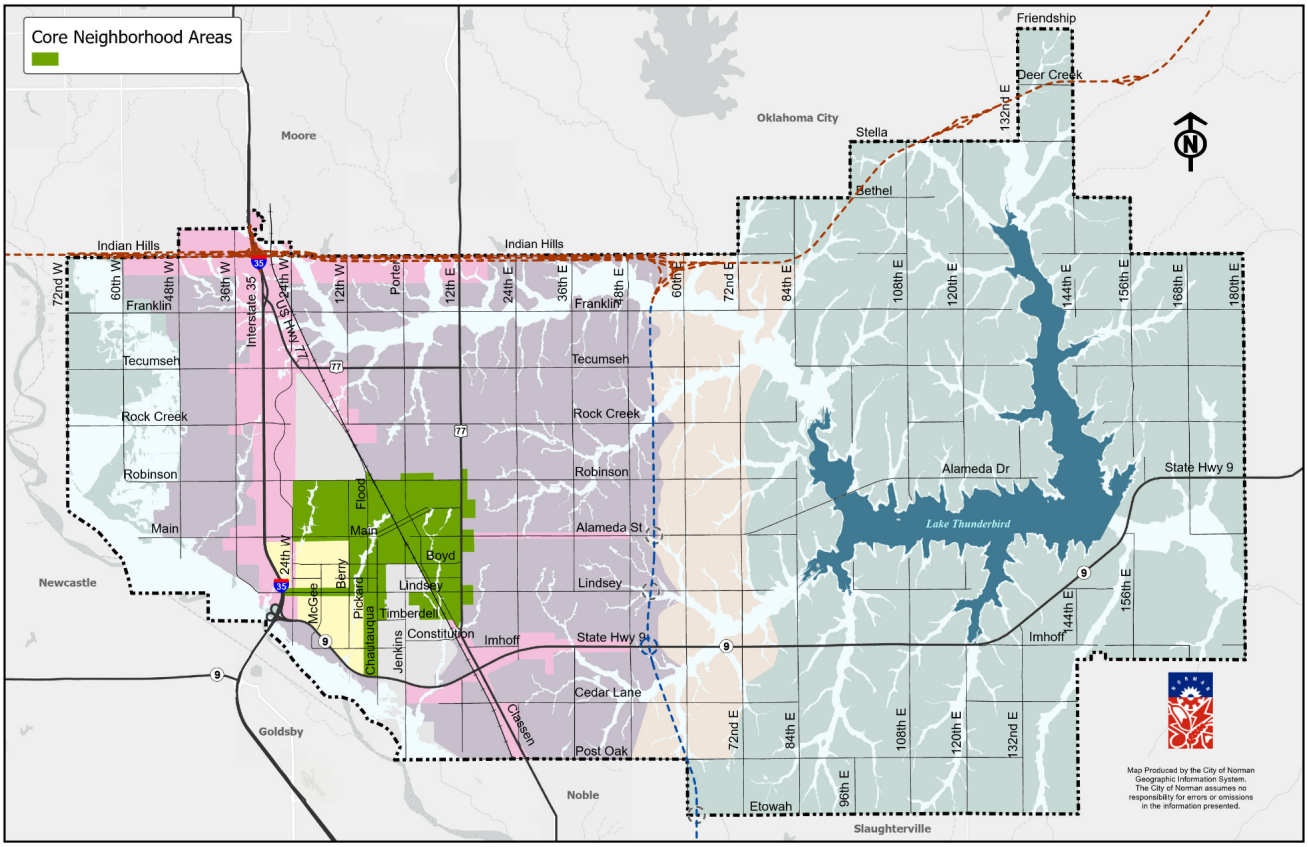
- Balance reinvestment and affordability for housing by promoting rehabilitation and renovation, while allowing for density increases, where appropriate.
  - *ADUs continue to be an appropriate housing typology in this Character Area.*
- Cultivate an accessible, pedestrian-centric environment that's enjoyable for live, work, and play including transitions from other, more auto-centric, character areas.
- Promote local business growth and encourage employment opportunities within the Core, catering to residents, students, and visitors.

OPPORTUNITIES

- High access to alternative modes of transportation, including public transit, walking, and bicycling.
- Rehabilitation and redevelopment opportunities for residential and commercial projects.
- Strong historic ties and active attention from existing community efforts.

CHALLENGES

- Undersized, aging infrastructure, including lack of stormwater infrastructure, that requires frequent maintenance.
- Balancing reinvestment with affordability options.
- Under used areas.
- Cost of infill development.



POLICIES

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - *Address the impacts of parking and access:*
    - » *Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.*
    - » *For residential development, access to garages and parking pads are encouraged from a rear loaded alley.*
    - » *Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.*
  - *Reflects the scale and characters of surrounding properties:*
    - » *Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.*
  - *Reduce the impact of higher intensity uses to adjacent lower intensity uses with* screening and landscaping. Native landscaping is encouraged.
  - *Encourage activation of the street space along arterials with pedestrian amenities.*
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited, but can be accommodated as long as scale transitions and architectural elements achieve continuity.

ACTION ITEMS

- Work with Downtown businesses to explore a Business Improvement District.
- Incorporate results of the Center City Infrastructure Study into future projects.
- Based on the most recently adopted Housing Plan, establish programming to encourage rehabilitation of residential structures.
- Develop incentive programs and/or pursue public private partnerships that promote infill development on vacant or under used sites to create catalytic projects of high-quality.
- Focus on strategic public investments to improve conditions, appropriate infill development on scattered vacant sites, and encouraging more homeownership and maintenance or upgrade of existing properties.
- Implement existing neighborhood plans; update as appropriate.
- Work with neighborhood leaders to assemble resources and technical assistance in support of existing historic districts.
- Coordinate with existing neighborhood organizations to increase street and alley activation to build community and increase safety.
- Conduct a parking study to identify solutions, including shared parking, to adequately support residents.
- Complete corridor-specific plans for potential Transit Oriented Development (TOD) sites that identify residential development opportunities that have good access management, improved site design, and low impact transitions to non-residential uses.
- Ensure undersized, aging infrastructure is updated as areas are redeveloped.
- Seek alternative funding sources to increase capacity for reducing flooding damages by acquiring vulnerable properties and converting that area to open space floodplain storage.
- Update regulations to:
  - *Ensure adequate lighting and sidewalks are provided for pedestrian safety.*
  - *Establish requirements for connectivity to bolster Complete Street policy.*
  - *Create development patterns consistent with the character area, including setbacks, scale, massing, yard characteristics, height, off-street parking, and other defining features.*
  - *Provide high-quality streetscape standards transitioning West Main Street, West Lindsey Street, and sections of James Garner Avenue and Porter Avenue from auto-centric to pedestrian-friendly designs as they approach Downtown Norman.*
  - *Explore special districts and design criteria for Downtown neighborhoods experiencing high development pressures such as Old Silk Stocking, and other locations not currently protected by an overlay district.*

LAND USE CATEGORY

Mixed-Use (MX)

DESCRIPTION & CONTEXT

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

BUILDING TYPES

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

SITE DESIGN

- The scale and layout of the built environment is conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking should not be prominent, but rather it should be obvious that this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

LOCATIONAL CRITERIA

- This land use is not to be located behind other uses, without direct access or frontage to collector and arterial streets.
- Large building footprints (>12,500 SF) compromise the development pattern and are not appropriate, except at arterial intersections and along major thoroughfares.
- Low and medium intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- Mixed-Use is most compatible adjacent to: UH, ULC, IMX, CBD, LCC, C, JC, TOD, and OP.
- Mixed-Use is least compatible adjacent to: RR, AR, and UR and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

ZONING DISTRICTS

RM-2	RM-6	R-3	RO	O-1	CO	C-1	C-2	C-3	MUD		
PUD	SPUD										
A-1	A-2	RE	R-1	R-1-A	R-2	RM-4	TC	CR	I-1	I-2	M-1

Mixed-Use



Mixed-Use in West Village, Oklahoma City, OK



PRELIMINARY PLAT OF

AUTOZONE HIGHLAND

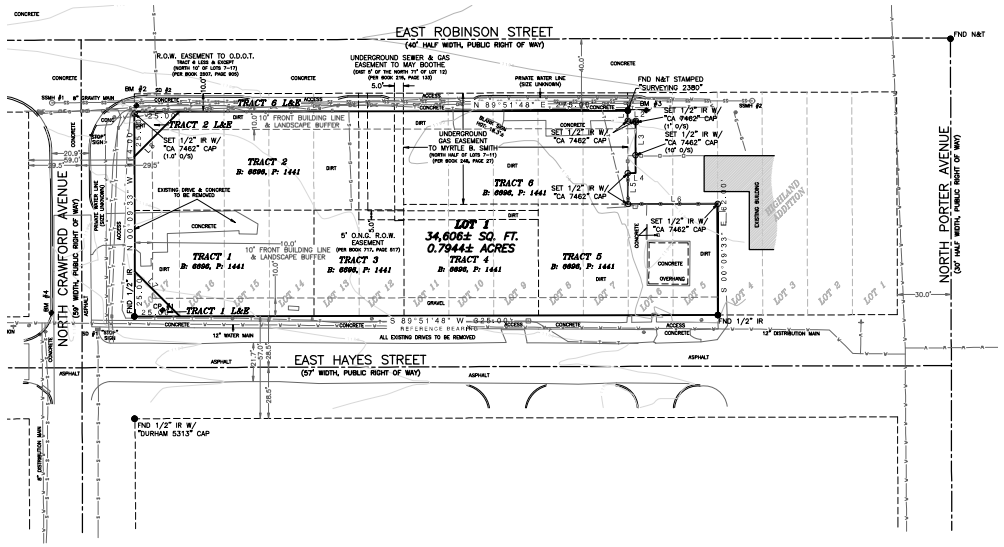
A TRACT OF LAND CONTAINING 0.7944 ACRES BEING A REPLAT OF A PORTION OF
LOTS 5–17, BLOCK 5, HIGHLAND ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



VICINITY MAP

SCALE : 1" = 30'

0' 15' 30' 60'



ZONING

CURRENT ZONING DISTRICTS:
TRACTS 1–5 ARE WITHIN R–3: MULTI–FAMILY DWELLING DISTRICT, TRACT 6 IS WITHIN C–2: GENERAL COMMERCIAL DISTRICT. ALL TRACTS ARE WITHIN BOTH THE CENTRAL NORMAN ZONING OVERLAY DISTRICT AND THE PORTER CORRIDOR ZONING OVERLAY DISTRICT.

PROPOSED ZONING DISTRICT:
C–2: GENERAL COMMERCIAL DISTRICT.

NOTES

1. Site is located in Zone "X" as shown on Flood Insurance Rate Map, Community No. 400046, Map Number 40027C0280J, which bears an effective date of 01/15/2021.
2. Benchmark relied upon was a set 1/2" iron rod w/ "control" cap OPUS corrected, NAVD88 elevation: 167.66' (Shown as CP #1 hereon)
3. Book 6696, Page 1441, Tracts 1 –5 are within R–3: Multi–Family Dwelling District, Book 6696, Page 1441, Tract 6 is within C–2: General Commercial District. All Tracts are both within the Central Norman Zoning Overlay District and the Porter Corridor Zoning Overlay District.

BASIS OF BEARINGS

The Basis of Bearings for this project is Oklahoma State Plane Coordinates, South Zone, along the Southerly line of Block 5 of the Highland Addition to Norman, Oklahoma, which is also the Northerly right–of–way line of the East Hayes Street, shown hereon as South 89°51'48" West.

HORIZONTAL DATUM: NAD83(2011) VERTICAL DATUM: NAVD88 UNITS: INTERNATIONAL FEET

LINE TABLE		
L1	S 00°09'33" E	5.60'
L2	N 89°51'48" E	4.40'
L3	S 00°09'33" E	29.20'
L4	S 89°51'48" W	4.40'
L5	S 00°09'33" E	17.20'
L6	N 89°51'48" E	50.00'
L7	S 45°08'52" E	35.36'
L8	S 44°51'08" W	35.35'

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF CLEVELAND, STATE OF OKLAHOMA, AND IS DESCRIBED AS FOLLOWS:

TRACT 1:

THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

LESS & EXCEPT A PORTION OF LOT SEVENTEEN (17) DEDICATED BY THIS PLAT AND DESCRIBED AS FOLLOWS: BEGINNING IN THE SOUTHWEST CORNER OF LOT 17; THENCE NORTH 00°09'33" WEST ALONG THE WEST BOUNDARY LINE OF LOT 17 A DISTANCE OF 25.00 FEET; THENCE SOUTH 45°08'52" EAST A DISTANCE OF 35.36 FEET TO THE SOUTHEAST CORNER OF LOT SEVENTEEN (17); THENCE SOUTH 89°51'48" WEST ALONG THE SOUTH BOUNDARY OF LOT SEVENTEEN (17) A DISTANCE OF 25.00 FEET TO THE POINT OF BEGINNING.

TRACT 2:

THE NORTH 85 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF. LESS AND EXCEPT THE NORTH 10 FEET OF LOTS TWELVE (12) THROUGH SEVENTEEN (17), INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION, DEEDED TO THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF OKLAHOMA.

LESS & EXCEPT A PORTION OF LOT SEVENTEEN (17) DEDICATED BY THIS PLAT AND DESCRIBED AS FOLLOWS: BEGINNING IN THE NORTHWEST CORNER OF LOT 17; THENCE NORTH 89°51'48" EAST ALONG THE NORTH BOUNDARY LINE OF LOT 17 A DISTANCE OF 25.00 FEET TO THE NORTHEAST CORNER OF LOT SEVENTEEN (17); THENCE SOUTH 44°51'08" WEST A DISTANCE OF 35.35' TO A POINT ON THE WEST BOUNDARY LINE OF LOT SEVENTEEN (17); THENCE NORTH 00°09'33" WEST ALONG THE WEST BOUNDARY LINE OF LOT 17 A DISTANCE OF 25.00 FEET TO THE POINT OF BEGINNING.

TRACT 3:

THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 4:

THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 5:

THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 6:

THE NORTH HALF (N/2) OF LOTS SEVEN (7), EIGHT (8), NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

AND

A PART OF LOT SIX (6) IN BLOCK FIVE (5) OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE POINT ON THE WEST LINE OF SAID LOT 6 WHERE THE NORTH SIDE OF THE BUILDING CROSSES SAID WEST LINE, 15.8 FEET SOUTH OF THE NORTHWEST CORNER OF LOT 6; THENCE EAST TO THE NORTHEAST CORNER OF THE BUILDING, 4.4 FEET; THENCE SOUTH TO THE SOUTHEAST CORNER OF THE BUILDING, 29.2 FEET; THENCE WEST TO THE POINT ON THE WEST LINE OF LOT 6 WHERE THE SOUTH SIDE OF THE BUILDING CROSSES SAID WEST LINE 4.4 FEET; THENCE NORTH 29.2 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PORTION DEEDED TO THE STATE OF OKLAHOMA:

A STRIP, PIECE OR PARCEL OF LAND LYING IN PART OF LOTS SEVEN (7) AND EIGHT (8), LOTS NINE (9) THRU THIRTEEN (13) INCLUSIVE AND A PART OF LOTS FOURTEEN (14) THROUGH SEVENTEEN (17) INCLUSIVE, BLOCK FIVE (5) HIGHLAND ADDITION TO THE CITY OF NORMAN IN CLEVELAND COUNTY, OKLAHOMA, SAID PARCEL OF LAND BEING DESCRIBED AS FOLLOWS: ALL OF THE NORTH 10.00 FEET OF SAID LOTS SEVEN (7) THROUGH SEVENTEEN (17), INCLUSIVE BLOCK FIVE (5).

SURVEY PREPARED BY:
RPLS, LLC
312 NE 145TH PLACE
EDMOND, OK 73013
PHONE: 855–283–2333
FAX: 405–947–8636
EMAIL: INFO@LENDERSURVEYS.COM
JOB NO. 32102P
OKLAHOMA COA NO.: 7462
EXPIRES: 06/30/2027

CONTROL POINT 1 (CP #1):
ELEVATION = 1187.71'
SET 1/2" IRON ROD W/ CONTROL CAP
N = 691616.66
E = 2134976.38

BENCHMARK #2 (BM #2):
ELEVATION = 1189.10'
FOUND CUT "X" IN SIDEWALK
N = 691730.52
E = 2134961.82

BENCHMARK #3 (BM #3):
ELEVATION = 1191.10'
FOUND CUT "X" IN CURB
N = 691727.97
E = 2135246.04

BENCHMARK #4 (BM #4):
ELEVATION = 1187.09'
FOUND CUT "X" IN CURB
N = 691615.16
E = 2134914.39

SSMH #1
TR: 1188.33'
FLE: 1183.59'
FLW: 1183.57'
(8" PVC)

SSMH #2
TR: 1191.14'
FLN: 1186.39'
FLW: 1185.02'
(8" PVC)

SD #1
TR: 1186.41'
FL: 1185.21'
(10" CONP)

SD #2
TR: 1188.59'
FL: 1185.19'
(18" RCP)

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BULK AREA REQUIREMENTS

LOCATION: 328 E ROBINSON ST
NORMAN, OKLAHOMA 73069

ZONING: EXISTING: C-2; TRACT 6; R-3: TRACT 1,2,3,4,5
PROPOSED: C-2

USE: RETAIL SALE OF AUTO PARTS

ITEM	REQUIREMENTS	PROVIDED
MINIMUM LOT AREA	–	0.7938 AC (34,547 SF)
MINIMUM LOT FRONTAGE	–	275 FT
MINIMUM FRONT SETBACK (BUILDING)	10 FT	40 FT
MINIMUM SIDE SETBACK (BUILDING)	10 FT	70 FT
MINIMUM REAR SETBACK(BUILDING)	10 FT	10 FT
MAXIMUM BUILDING HEIGHT	–	19 FT

PARKING INFORMATION

ITEM	REQUIREMENTS	PROVIDED
BUILDING SIZE	–	7,381 S.F.
PARKING REQUIRED MINIMUM*:	–	18 SPACES
MIN. PARKING DIM.	8.5' X 19'	9' X 19'
MIN. DRIVEWAY WIDTH	20 FT	23 FT
ACCESSIBLE SPACES	2 SPACES	2 SPACES

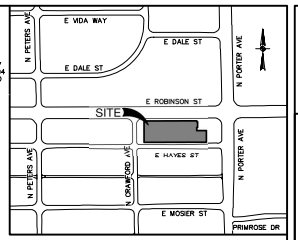
*SUGGESTED PARKING OF 1:275 SF = 27 SPACES

BENCHMARKS

CP 1
IRON ROD
N: 691616.66
E: 2134976.38
ELEV.=1187.71

BM 2
X-CUT
N: 691730.52
E: 2134961.83
ELEV.=1189.10

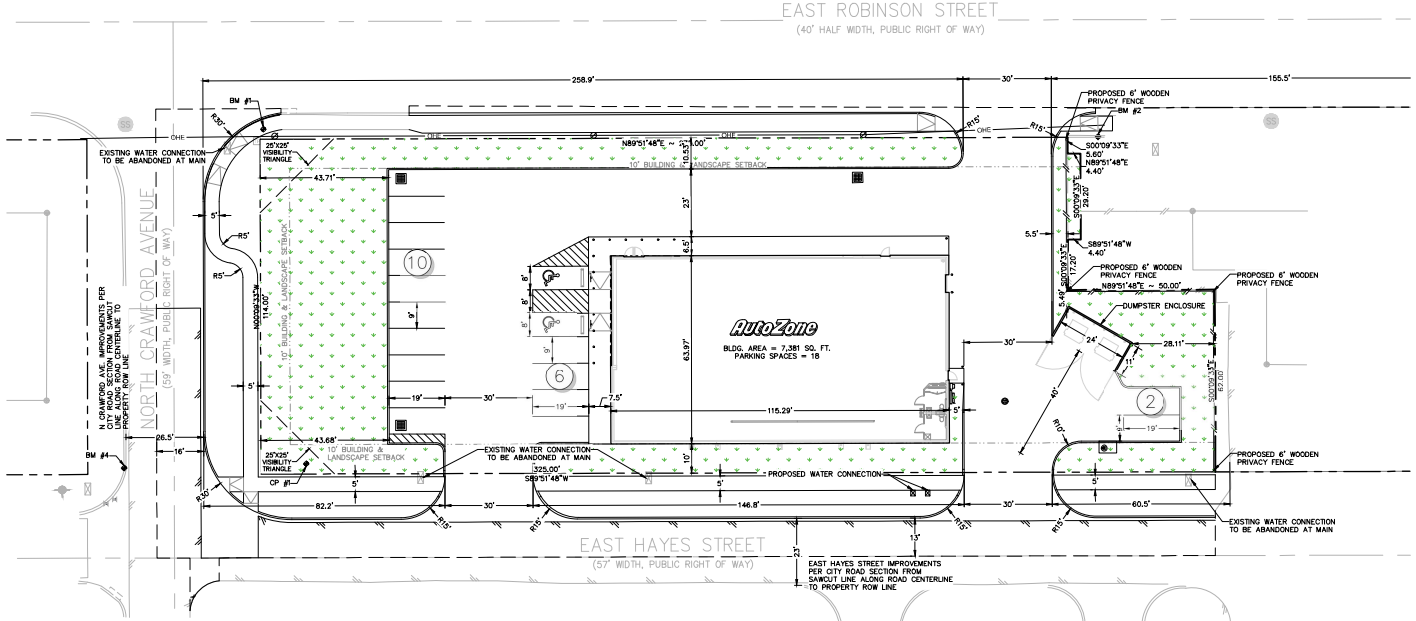
BM 3
X-CUT
N: 691727.97
E: 2135246.04
ELEV.=1191.10



LOCATION MAP
NOT-TO-SCALE

SCALE: 1" = 20'

0' 20' 40' 60'



SITE LEGEND

- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPERTY BOUNDARY
- RIGHT-OF-WAY
- PROPOSED FULL-DEPTH SAWCUT
- PROPOSED CURB
- PROPOSED WHEEL STOP
- PARKING COUNT
- ADA PARKING
- PROPOSED WOOD PRIVACY FENCE
- PROPOSED PIPE GAURD

SITE PLAN NOTES

1. THIS SITE PLAN IS FOR INFORMATIONAL PURPOSES ONLY. REFER TO ARCHITECTURAL, MEP, STRUCTURAL AND LANDSCAPE PLANS FOR FINAL DESIGN LAYOUT AND FEATURES.
2. COORDINATES PROVIDED INDICATE THE DESIGN INTENT OF THE ENGINEER. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY INCONSISTENCIES OR DISCREPANCIES FOUND DURING CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL COORDINATES DURING CONSTRUCTION LAYOUT PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
3. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO AND THROUGHOUT CONSTRUCTION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION PHASE SURVEYING INCLUDING LOCATING AND VERIFYING PROJECT BENCHMARKS.
5. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN NEAT AND ACCURATE CONSTRUCTION RECORDS. THE CONTRACTOR SHALL PROVIDE CLEAN AND ACCURATE FULL-SIZE RECORD DRAWINGS WHICH CLEARLY DESCRIBE ANY DEVIATIONS FROM THE PLANS.
6. ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO THE FOLLOWING, IN ORDER OF PRECEDENCE, (1) DETAILS SHOWN IN THESE PLANS AND SPECIFICATIONS, (2) CITY STANDARD DETAILS AND SPECIFICATIONS, (3) "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG), (4) TEXAS DEPARTMENT OF TRANSPORTATION – "STANDARD SPECIFICATIONS FOR CONSTRUCTION OF HIGHWAY, STREETS AND BRIDGES."
7. IN AREAS WHICH ARE TO REMAIN UNDISTURBED, THE CONTRACTOR SHALL PRESERVE, PROTECT AND/OR RESTORE ALL AREAS DISTURBED BY THE CONSTRUCTION TO ORIGINAL CONDITION OR BETTER AT CONTRACTOR'S SOLE EXPENSE.
8. IN THE EVENT THAT EXISTING PRIVATE UTILITY SERVICES SUCH AS WATER, GAS, TELEPHONE, ELECTRIC, ETC. MUST BE TAKEN OUT OF SERVICE TO FACILITATE CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE TEMPORARY UTILITIES TO THE SATISFACTION OF THE OWNER.
9. THE CONTRACTOR IS RESPONSIBLE FOR THE VERIFICATION OF THE ACCURACY OF THE DIMENSION CONTROL FURNISHED HEREIN. THE CONTRACTOR IS REQUIRED TO VERIFY ALL THE COORDINATES FOR ACCURACY AND CONFIRM THE LOCATIONS OF ALL UTILITIES TO BE CONSTRUCTED, BOTH HORIZONTALLY AND VERTICALLY. DISCREPANCIES FOUND BY THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY.
10. THE ENGINEER IS NOT RESPONSIBLE FOR CONSTRUCTION SAFETY.
11. THE LOCATION AND DIMENSIONS SHOWN ON THE PLANS RELATIVE TO EXISTING UTILITIES ARE BASED ON THE BEST RECORDS AND/OR FIELD INFORMATION AVAILABLE. ALL DAMAGE TO UTILITIES RESULTING FROM CONTRACTOR'S OPERATIONS SHALL BE RESTORED AT HIS EXPENSE.
12. THE CONTRACTOR SHALL PROTECT ALL PROPERTY CORNER MARKERS, AND IF DISTURBED, THEY SHALL BE RESET AT THE EXPENSE OF THE CONTRACTOR.
13. IN THE EVENT THAT OTHER CONTRACTORS ARE DOING WORK IN THE SAME AREA SIMULTANEOUSLY WITH THIS PROJECT, THE CONTRACTOR SHALL COORDINATE HIS PROPOSED CONSTRUCTION WITH THAT OF THE OTHER CONTRACTORS.
14. ALL MATERIALS TO BE REMOVED FROM THE SITE INCLUDING UNSUITABLE SPOIL MATERIAL, REFUSE AND OTHER DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE LAWFULLY REMOVED & DISPOSED OF OUTSIDE THE LIMITS OF THE PROJECT.
15. THE CONTRACTOR SHALL MAKE A FINAL CLEAN-UP OF ALL PARTS OF THE WORK AND PREPARE THE SITE IN AN ORDERLY MANNER OF APPEARANCE BEFORE ACCEPTANCE BY THE DEVELOPER OR HIS REPRESENTATIVE.
16. HAUL ROADS, ACCESS ROUTES AND THE LOCATION OF ALL STAGING AREAS AND STORAGE AREAS SHALL BE SUBJECT TO THE APPROVAL OF THE ENGINEER, CITY AND/OR OWNER.

GENERAL NOTES

1. PROPERTY LINE AND RIGHT-OF-WAY MONUMENTS SHALL NOT BE DISTURBED BY CONSTRUCTION. IF DISTURBED, THEY SHALL BE RESET TO THEIR ORIGINAL LOCATIONS AT THE CONTRACTOR'S EXPENSE BY A REGISTERED LAND SURVEYOR.
2. PROOF ROLL BUILDING AND ALL PARKING AREAS. NOTIFY AUTOZONE OF ANY UNACCEPTABLE AREAS.
3. BUILDING DIMENSIONS SHOWN ON THE CIVIL ENGINEERING PLANS ARE FOR REFERENCE PURPOSES ONLY. CONTRACTOR SHALL USE THE ARCHITECTURAL AND STRUCTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
4. ALL SITE DIMENSIONS ARE REFERENCED TO THE FACE OF CURBS OR EDGE OF PAVING UNLESS OTHERWISE NOTED.
5. ALL SIDEWALKS, CURB AND GUTTER, STREET PAVING, CURB CUTS, DRIVEWAY APPROACH, HANDICAP RAMPS, ETC. CONSTRUCTED OUTSIDE THE PROPERTY LINE IN THE RIGHT-OF-WAY SHALL CONFORM TO ALL MUNICIPAL AND/OR STATE SPECIFICATIONS AND REQUIREMENTS.
6. ALL DISTURBANCE INCURRED TO ANY ADJOINING PROPERTY DUE TO CONSTRUCTION OR DEMOLITION SHALL BE RESTORED TO THE PREVIOUS CONDITION OR BETTER, AND TO THE SATISFACTION OF THE CITY OR STATE AUTHORITY.
7. THE CONTRACTOR SHALL PROVIDE AS-BUILT RECORDS OF ALL CONSTRUCTION (INCLUDING UNDERGROUND UTILITIES) TO AUTOZONE AT THE END OF CONSTRUCTION.
8. CONTRACTOR SHALL PROVIDE FULL AS-BUILT TOPOGRAPHIC SURVEY OF THE SITE CERTIFIED BY A LAND SURVEYOR LICENSED IN THE STATE OF OKLAHOMA.

FLOOD NOTE (PER SURVEY)

A FIELD SURVEY WAS NOT CONDUCTED TO DETERMINE THE FLOOD ZONE AREAS. BY GRAPHIC PLOTTING ONLY, THE SUBJECT PROPERTY IS LOCATED WITHIN ZONE "X" AS SHOWN ON FLOOD INSURANCE RATE MAP, COMMUNITY NO. 400179, MAP NUMBER 40125C2270J WHICH BEARS AN EFFECTIVE DATE OF 5/16/2019 AND IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA. AS SHOWN ON THE FEMA WEBSITE (HTTPS://WWW.FEMA.GOV) WE HAVE LEARNED THIS COMMUNITY DOES CURRENTLY PARTICIPATE IN THE PROGRAM. ZONE "X" DENOTES AREAS OUTSIDE OF THE 500-YEAR FLOODPLAIN DETERMINED TO BE OUTSIDE 1% AND 0.2% ANNUAL CHANCE FLOODPLAIN.

UTILITY NOTE

THE EXISTING UTILITIES SHOWN ON THESE PLANS WERE COMPILED FROM VARIOUS SOURCES AND ARE INTENDED TO SHOW THE GENERAL EXISTENCE AND LOCATION OF THE UTILITY INFORMATION ON THE PLANS. THE CONTRACTOR SHALL CONTACT A UTILITY LOCATING SERVICE 48 HOURS PRIOR TO ANY CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION AND OF ALL EXISTING UTILITIES AND DETERMINE IF THERE ARE ANY CONFLICTS WITH THE PROPOSED FACILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY WHEN CONFLICTS WITH EXISTING UTILITIES ARE DISCOVERED.

PAPE-DAWSON
201 MAIN ST. STE 901 | FT. WORTH, TX 76102 | 817.870.3668
TEXAS ENGINEERING FIRM #470 | TEXAS SURVEYING FIRM #10026500

REVISIONS

1	2	3
4	5	6

AutoZone Store No. 11307
328 E ROBINSON ST
NORMAN OKLAHOMA, 73069
SITE PLAN

Owner / Developer: AUTOZONE DEVELOPMENT LLC
123 South Front Street, 3rd Floor
Memphis, Tennessee 38103
TEL.: (901) 495-6736 FAX: (901) 495-8969

For Bidding & Contractor Information Contact:
Dodge Data & Analytics, Tel. 413-930-4215
Cindy.searcy@construction.com

THIS DOCUMENT IS RELEASED FOR "REVIEW PURPOSES" UNDER THE AUTHORIZATION OF BRANDON O'DONALD, P.E. #22039 SEPTEMBER 30, 2026. IT IS NOT FOR CONSTRUCTION OR PERMIT PURPOSES.

05/07/2026

7N2

C2

THIS DOCUMENT HAS BEEN PRODUCED FROM MATERIAL THAT WAS STORED AND/OR TRANSMITTED ELECTRONICALLY AND MAY HAVE BEEN INADVERTENTLY ALTERED. RELY ONLY ON FINAL HARDCOPY MATERIALS BEARING THE CONSULTANT'S ORIGINAL SIGNATURE AND SEAL. AERIAL IMAGERY PROVIDED BY GOOGLE© UNLESS OTHERWISE NOTED. Imagery © 2016,CAPCOG,Digital Globe,Texas Orthoimagery Program, USDA Farm Service Agency.

Date: January 8, 2025, 11:15 AM - User ID: mbellaney
File: x:\proj\ch\61\61\v01\2_Design\22_Civil\1228_plot_package\preliminary plat cad\C-PPLAT-SITE-PL-61614000.dwg

Applicant: RJR Investments LLC

Project Location: 328 E Robinson St

Case Number: PD 26-25

Time: 6:00 P.M.

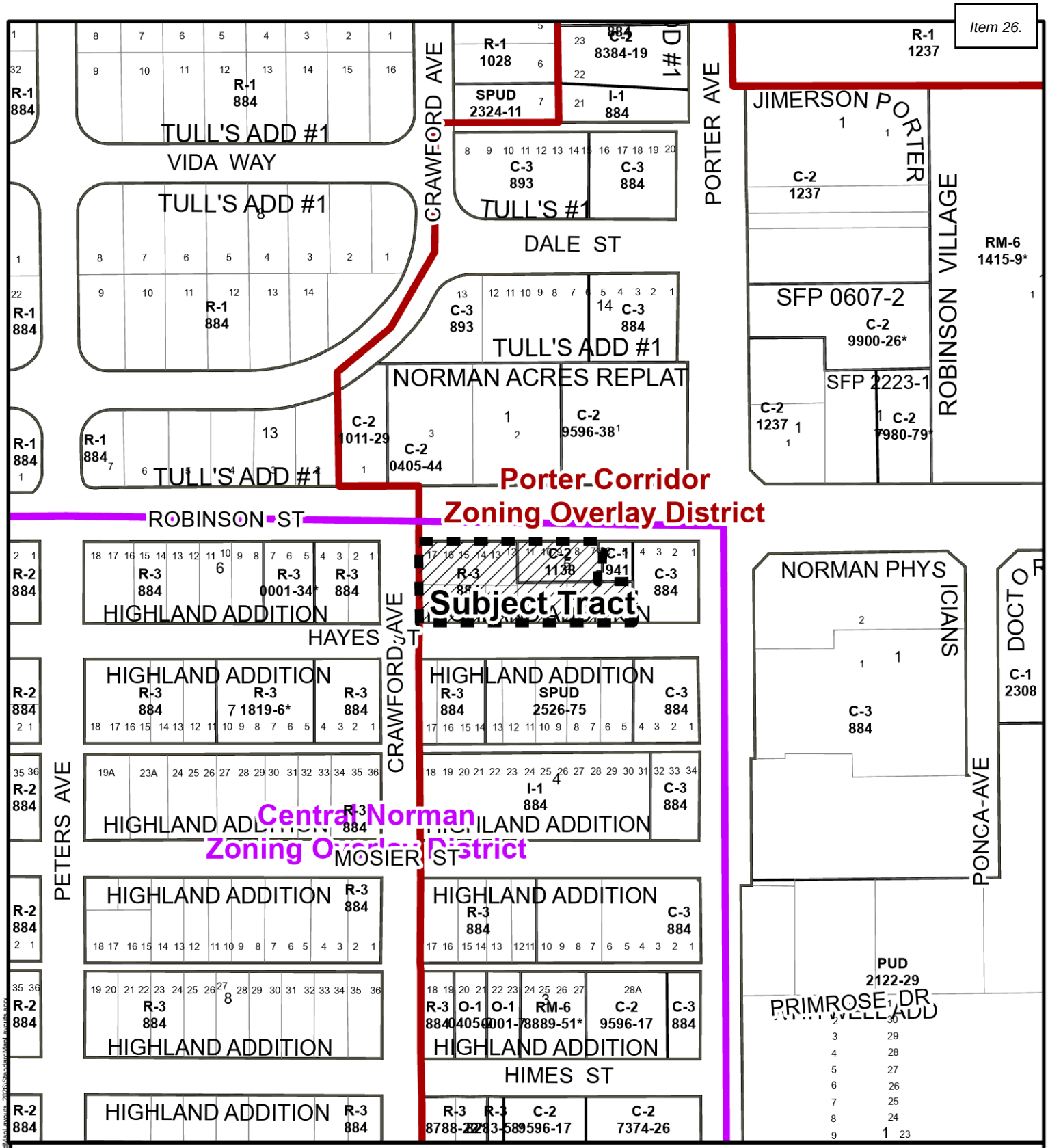
Applicant Representative:
Adam Marsh

Attendees:
Victor Estudiante

City Staff:
Greyson Williams, Planner II
Anais Starr, Planner II
Brandon Brooks, Development Engineer

Application Summary:
RJR Investments LLC is requesting to rezone the subject property to the C-2, General Commercial District. The request will incorporate the existing R-3, Multifamily Dwelling District, lots into the same zoning district as the neighboring C-2, General Commercial District, lot with the intention of development as one parcel

Neighbors' Comments/Concerns/Responses:
One of the neighboring property owners expressed his support for the project and asked questions about site lighting. Applicant Representative stated all site lighting will comply with necessary ordinances.



Location Map

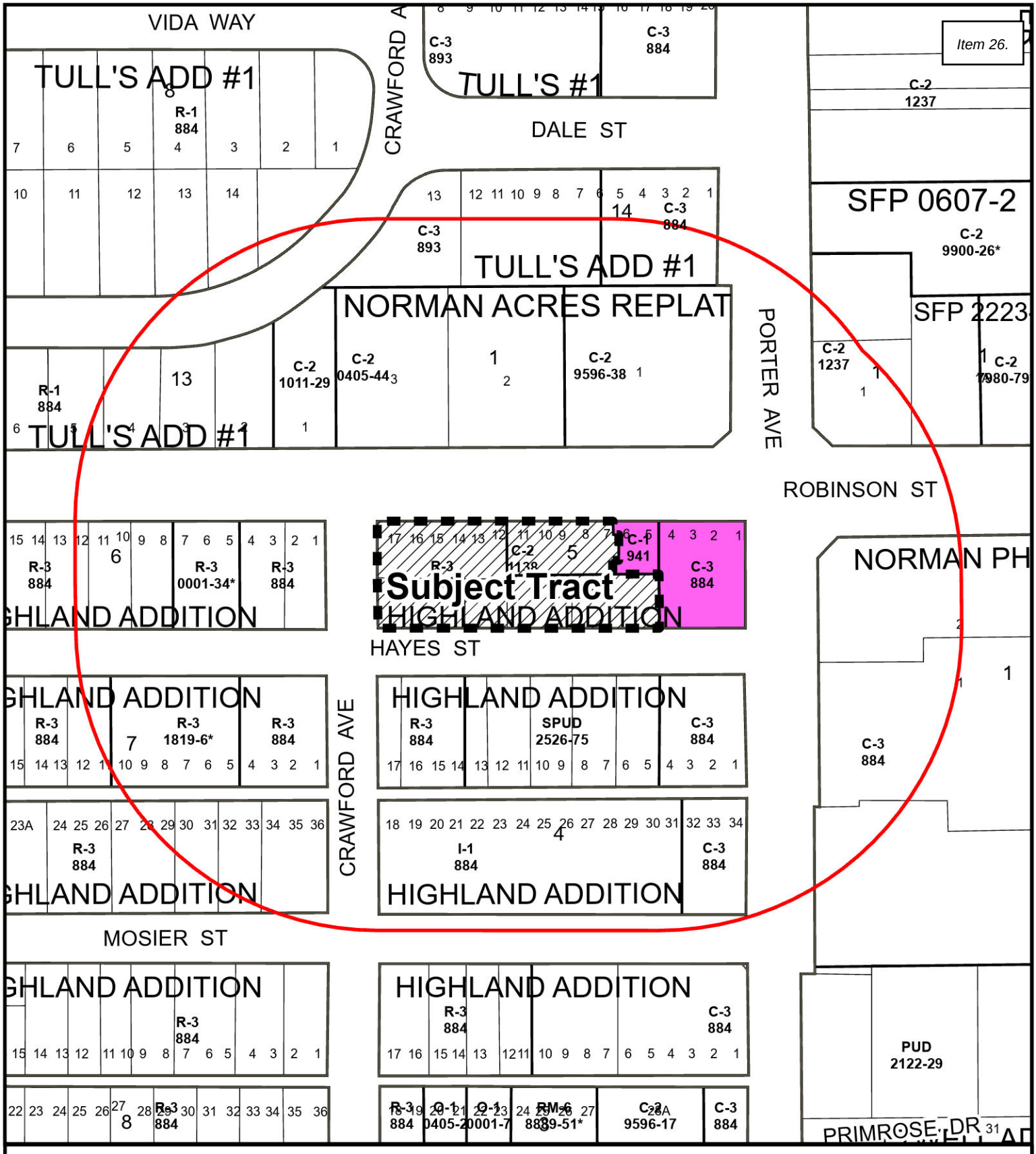
Subject Tract

September 3, 2026

0 100 200 Ft.

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.

\\CONJ1SILON\cityldepartments\GIS_PRO_Layout\Templates\Standard\Map Layouts_2026\Standard\Map Layouts.aprx



Protest Map

3.5% 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.

N W E S

0 75 150 Feet

October 5, 2026

Subject Tract

Notification Area

Protest

FILED IN THE OFFICE
OF THE CITY CLERK
ON 10-5-2625

October 5, 2026

City of Norman Planning Commission
City of Norman
Norman, Oklahoma

RE: Formal Protest of Proposed AutoZone Development – Beatrice Yorktown Holdings, LLC

Dear Members of the Planning Commission:

I am writing on behalf of Beatrice Yorktown Holdings, LLC, as the owner of property directly affected by the proposed AutoZone development (Case Number: PD 26-25, Applicant: Pape-Dawson Engineers, LLC, Location 328 E Robinson St), to formally protest the application and request that the Planning Commission deny the proposed development as currently presented.

There are several significant concerns that I believe must be addressed before this application is considered for approval.

1. Uncertainty Regarding Property Boundaries and Potential Encroachment

The proposed plan is not sufficiently clear as to whether any portion of the proposed development, improvements, access, drainage, easements, landscaping, fencing, or other site features will encroach upon or otherwise adversely affect my property.

As the owner of the adjoining property, I should not be placed in a position where the development is approved without clear assurance that the proposed improvements will remain entirely within the applicant's property boundaries and will not interfere with my property rights.

I have attempted to obtain clarification directly from the applicant's representatives. I contacted Mical Stephenson of Pape-Dawson Engineers at 817-870-3668, the contact identified in connection with the application, to discuss the proposed development and my concerns. Despite my attempts to reach him by telephone, I did not receive a response.

The lack of clarity regarding the property line and potential encroachment is particularly concerning given the immediate adjacency of the proposed development to my property. I respectfully request that the Planning Commission require the applicant to clearly establish all property boundaries and demonstrate that no portion of the development will encroach upon or interfere with adjoining property.

2. Incompatibility with the Existing Character of the Neighborhood

The predominant character of this area is residential. The introduction of a high-traffic automotive retail operation such as AutoZone would represent a substantial change in the character and intensity of use of the area.

The proposed development would introduce a commercial use with substantial vehicle traffic, parking activity, deliveries, lighting, signage, and associated noise into an area where residential properties are an important component of the surrounding neighborhood.

I am concerned that this substantial change in use will adversely affect the established character of the neighborhood and could negatively impact the desirability and value of surrounding residential properties.

The Planning Commission should carefully consider whether this proposed use is compatible with the existing neighborhood rather than evaluating the property in isolation from the surrounding community.

3. The Property Is Currently Zoned for Multifamily Residential Use

The property is currently zoned Multifamily Dwelling District, and I believe that zoning should be maintained.

Norman continues to need additional housing, and this is a valuable location for residential development. Maintaining the existing multifamily zoning would allow this property to contribute to Norman's housing needs and provide an opportunity for families and residents to live in an established area with existing infrastructure and access to the community.

Converting this property from an intended residential use to a high-traffic commercial automotive retail use permanently removes an opportunity for housing in a community that continues to need it.

I respectfully ask the Planning Commission to consider whether approving the proposed commercial use is consistent with the City's broader need for housing and with the existing zoning designation.

4. Increased Traffic, Noise, and Intensity of Use

The proposed AutoZone would substantially increase the amount of vehicle traffic and activity associated with the property. This would include customer vehicles, employees, deliveries, loading and unloading, parking activity, and increased vehicle circulation.

The resulting increase in traffic will also create additional noise and activity for surrounding properties. This is particularly concerning given the proximity of neighboring residential uses.

The proposed development should not be viewed simply as a change in the type of business occupying the property. It represents a significant increase in the intensity of activity occurring on the site and will affect the surrounding properties accordingly.

5. Concerns Regarding Crime, Vandalism, and Security

I am also concerned that the substantial increase in traffic and commercial activity associated with the proposed development could create additional opportunities for crime, vandalism, theft, and other security concerns in the surrounding area.

A high-traffic retail operation with extended operating hours, increased vehicle turnover, parking activity, deliveries, and significant public access is materially different from the residential use contemplated by the current zoning.

I ask the Planning Commission to consider the potential security impacts of this substantial change in land use on the surrounding properties and neighborhood.

For all of these reasons, I respectfully request that the Planning Commission deny the proposed AutoZone application as currently presented and maintain the existing multifamily residential zoning for the property.

At a minimum, the application should not be approved without clear resolution of the property-boundary and potential-encroachment issues and a thorough evaluation of the proposed development's effects on surrounding property owners, neighborhood character, traffic, noise, security, and Norman's need for additional housing.

I respectfully request that this letter be entered into the official record for the application and that the concerns expressed herein be considered before the Planning Commission takes any action.

Thank you for your consideration.

Sincerely,

John Rufus Turbyfill III
Owner, Beatrice Yorktown Holdings, LLC
1130 N. Porter Avenue
Norman, OK 73071
(214) 773-8564 (cell)
hamsb5@yahoo.com
anita@bailorcpa.com

FILED IN THE OFFICE
OF THE CITY CLERK
ON 10-5-26 SS

October 5, 2026

City of Norman Planning Commission
City of Norman
Norman, Oklahoma

RE: Formal Protest of Proposed AutoZone Development Adjacent to Boomer Veterinary Hospital

Dear Members of the Planning Commission:

I am writing as the owner of **Boomer Veterinary Hospital, located at 1130 N. Porter Avenue in Norman**, to formally protest the proposed AutoZone development (Case Number: PD 26-25, Applicant: Pape-Dawson Engineers, LLC, Location 328 E Robinson St) immediately adjacent to my veterinary hospital.

I have significant concerns about the impact this development will have on my business, my employees, my clients, and—most importantly—the animals entrusted to our care. The proposed development would fundamentally change the traffic, noise, safety, and visual character of the area immediately surrounding my hospital.

Traffic and Increased Intensity of Use

The proposed AutoZone will substantially increase traffic and activity on Porter Avenue. Boomer Veterinary Hospital is a **low-traffic-volume business**. Our patients generally arrive for scheduled appointments, procedures, or other veterinary services, and our traffic footprint is significantly lower than that of many other businesses in the area, including the Salvation Army located on the same road.

The surrounding area has a predominantly residential character, and I am concerned that this residential road and existing infrastructure were not designed to accommodate the volume of traffic that a high-traffic automotive retail operation will generate.

The increase in traffic will include customer vehicles, employees, deliveries, loading and unloading, and continual vehicle circulation. I am concerned not only about the immediate traffic and safety impacts, but also about the long-term burden that substantially increased traffic could place on the roadway. If the existing roadway requires significant repair, reconstruction, or replacement sooner than would otherwise be necessary because of the increased traffic generated by this development, I question whether that cost will ultimately be borne by Norman taxpayers.

Noise and Impact on Veterinary Patients

Noise is one of my greatest concerns.

Boomer Veterinary Hospital is a **Fear Free Certified Practice**, and we intentionally maintain a calm, low-stress environment for our patients. The animals in our care include frightened dogs and cats, sick and injured animals, animals recovering from anesthesia and surgery, and patients requiring hospitalization.

An AutoZone immediately adjacent to the hospital will inevitably generate substantially more noise than the current use of the property. This will include vehicle engines, doors and tailgates opening and closing, customer traffic, deliveries, loading and unloading, parking-lot activity, and other routine automotive retail activity.

Our patients also utilize an **outside courtyard immediately adjacent to the proposed development**. Animals must occasionally be taken outside during their stay at the hospital, and this courtyard is an important part of our facility. Constant vehicle activity and associated noise directly next to that area could be particularly disruptive to animals that are already stressed, fearful, or recovering from medical procedures.

This is not simply a matter of my personal preference regarding noise. A quiet environment is an important part of the way our veterinary hospital operates and the care we provide to our patients.

Dumpster Immediately Adjacent to the Hospital

I am also extremely concerned about the location of the **large dumpster shown on the proposed site plan immediately adjacent to my clinic**.

Placing a large commercial dumpster directly next to a veterinary hospital creates obvious concerns regarding **odor, noise, sanitation, rodents, insects, and other vermin**. A dumpster in this location would be immediately adjacent to areas used by our staff and patients and could negatively affect the cleanliness and sanitary environment of a medical facility.

The Planning Commission should carefully consider whether this proposed dumpster location is appropriate given the nature and use of the neighboring property.

At a minimum, I believe the dumpster should be relocated substantially farther from the veterinary hospital and appropriately screened and managed to prevent odors, pests, noise, and other adverse impacts.

Loss of Parking

I am also concerned that the proposed development will take away or adversely affect some of the parking currently available to my clinic.

Boomer Veterinary Hospital does **not have an abundance of parking to begin with**. Our clients frequently arrive with animals that require careful handling, including dogs on leashes, cats in carriers, puppies, elderly animals, and sick or injured patients.

Adequate parking immediately adjacent to the hospital is therefore not merely a convenience. It is important to the safe and efficient operation of the practice.

Any reduction in our existing parking capacity or interference with our clients' ability to access the hospital would create a significant operational problem.

Safety Concerns

I am also concerned about the **safety of my employees and clients** as a result of the increased traffic and activity associated with the proposed development.

Veterinary clients frequently walk animals from their vehicles into the hospital. A client may be carrying a cat carrier, restraining a frightened dog, assisting an elderly or injured animal, or managing multiple animals at once.

Adding substantially more vehicle traffic, parking movements, delivery vehicles, and commercial activity immediately adjacent to our hospital increases the potential for vehicle-pedestrian conflicts and other accidents.

I am also concerned about the safety of my staff, who routinely move animals, equipment, and supplies between the hospital and our exterior areas.

Impact on the Appearance and Character of the Robinson and Porter Intersection

I have invested a tremendous amount of time, effort, and money into improving the appearance of my property and the surrounding corner of **Robinson Street and Porter Avenue**.

Before I opened Boomer Veterinary Hospital at this location, the exterior of the property was in poor condition and contributed to an area that appeared run-down and affected by blight. I made a deliberate decision to invest substantially in improving the property.

I have installed a **tall, attractive wooden fence featuring original animal artwork**, added extensive landscaping and flowers, and worked to create an inviting and well-maintained property. I take great pride in how the clinic looks, and I have received numerous compliments from members of the community about the improvements.

I believe this corner is particularly important because **Robinson and Porter serve as a gateway into Norman for people traveling into the city**. I believe the improvements I have made to my property have substantially enhanced the appearance of this intersection and contributed positively to Norman's image.

I am concerned that placing an AutoZone immediately adjacent to the hospital would substantially detract from those improvements.

I have looked at other AutoZone locations in and around Norman, and I do not believe the typical appearance and site design of an AutoZone is compatible with the aesthetic

improvements I have made to this property. A large automotive retail building, parking lot, signage, lighting, dumpster, and associated vehicle activity immediately next to my clinic would diminish the visual impact of the improvements I have made and, in my opinion, could negatively affect the appearance of this important entrance into Norman.

The City should consider not only the individual development parcel but also the **overall visual character of this prominent intersection and gateway into the community**.

Attempt to Communicate With the Applicant

I have attempted to communicate these concerns directly with the contact identified on the application, **Mical Stephenson of Pape-Dawson Engineers**, at **817-870-3668**.

I contacted Mr. Stephenson by telephone multiple times to discuss the proposed development and my concerns, but **I did not receive a response**.

As the owner and operator of a business immediately adjacent to the proposed development, I believe it is reasonable to expect an opportunity to discuss the potential impacts before the application is considered for approval.

Request for Denial

For all of these reasons, I respectfully request that the Planning Commission **deny the proposed AutoZone application** (Case Number: PD 26-25, Applicant: Pape-Dawson Engineers, LLC, Location 328 E Robinson St) **as currently presented**.

This is not simply an objection to having another business in the area. My concerns arise from the specific characteristics of the proposed use and its immediate proximity to an operating veterinary hospital.

The proposed development would introduce substantially greater traffic and noise, create safety concerns, reduce already-limited parking, place a large dumpster immediately adjacent to a veterinary medical facility, disrupt the environment in which we care for our animal patients, and substantially alter the visual character of an important Norman intersection.

I respectfully ask the Planning Commission to consider the cumulative impact of these factors on an established local business and on the surrounding neighborhood.

If the Commission is nevertheless inclined to approve the application, I request that substantial conditions be imposed to address these concerns, including meaningful noise mitigation and buffering, relocation of the dumpster away from the hospital, preservation of adequate parking and safe access to Boomer Veterinary Hospital, appropriate control of lighting and signage, careful routing of delivery traffic, and appropriate physical and landscape separation between the two properties.

Boomer Veterinary Hospital has made a substantial investment in this property and in improving this prominent Norman intersection. I respectfully ask the Planning Commission to protect that investment and to carefully consider whether the proposed AutoZone is an appropriate use for this location.

Thank you for your consideration. I respectfully request that this letter be entered into the official record for the application.

Sincerely,

Karla Denton DVM

Karla Denton, MS DVM
Owner, Boomer Veterinary Hospital
1130 N. Porter Avenue
Norman, OK 73071
(405) 321-1890 (work)
(214) 491-8251 (cell)
karladentondvm@yahoo.com

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/12/2026

REQUESTER: RJR Investments, LLC

PRESENTER: Greyson Williams, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-13: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4) (This item was postponed at the October 8, 2026, Planning Commission meeting.)

APPLICANT/REPRESENTATIVE	RJR Investments, LLC/Mical Stephenson
LOCATION	328 E Robinson Street
WARD	4

CORE AREA	Yes
EXISTING ZONING	R-3, Multifamily Dwelling District, Porter Corridor Zoning Overlay District, Central Norman Zoning Overlay District
EXISTING LAND USE DESIGNATION	Mixed-Use
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	C-2, General Commercial District
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, RJR Investments, LLC, is requesting to rezone the subject property from the R-3, Multifamily Dwelling District, to the C-2, General Commercial District. A preliminary plat request accompanies this request. The applicant proposes an AutoZone on the property.

EXISTING CONDITIONS:

SIZE OF SITE: 0.64 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-3	C-2 / C-1	C-3	R-3 / SPUD	R-3
Land Use	Mixed-Use	Mixed-Use	Mixed-Use	Mixed-Use	Urban Medium
Current Use	Vacant	Commercial	Commercial	Residential / Salvation Army	Residential

ZONING DESIGNATION

R-3, Multi-Family Dwelling District

The R-3 district is designed to allow for higher densities of residential development. Bulk standards and development regulations in this district have been designed to promote compatibility with adjacent residential uses of lower densities.

LAND USE DESIGNATION

Mixed-Use

See attached Mixed-Use Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Tull's Park is approximately 0.2 miles Northwest of the subject property and while there are sidewalks along E Robinson Street to N Peters Avenue, there are no sidewalks along W Dale Street to access the park.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 September 24, 2026

The applicant attended the Pre-Development meeting for this application on September 24, 2026. Please see the attached Pre-Development meeting report.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING*

ZONING CODE CONSIDERATIONS

C-2, General Commercial District
This commercial district is intended for the conduct of personal and business services and the general retail business of the community. People living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

The applicant requests to rezone approximately 0.64 acres from the R-3, Multifamily Dwelling District, to C-2, General Commercial District, to construct an automotive supply store. The intended use is an allowed use in the C-2 District.

The property also lies within the Porter Corridor Zoning Overlay District (PCZOD) and the Central Norman Zoning Overlay District (CNZOD). CNZOD is not applicable for the proposed commercial development. PCZOD requires design aspects such as buffer walls and landscaping with specific materiality, and intentional discreet parking lot design with focus on layout, landscaping, and lighting. While the subject property is within the commercial development line, it does not abut any residential properties so no extra buffering is required.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as it will improve the existing site design and connectivity of the area. It will also be constructed with high-quality materials with loading areas located to the east side of the proposed building.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood policy of encouraging employment within the Core through infill and reinvestment. However, the proposal is **inconsistent** with other stated goals and policies of cultivating connectivity through pedestrian-centric environments and locating off-street parking in the rear of the lot. Despite these inconsistencies, the development's relatively small size may act as a transitionary buffer between the more auto-centric developments to the north and east and the more pedestrian-centric areas to the south.

Mixed-Use (MX) Land Use Policies

The proposal is consistent with the following MX Land Use policies:

- **Site Design**
- **Utility Access**

The proposal is **consistent** with these Mixed-Use Land Use policies, as it strengthens the connectivity through increased sidewalk connectivity along N Crawford Ave. The proposed development will connect to existing utilities infrastructure.

The proposal is inconsistent with the following MX Land Use policies:

- **Building Types**
- **Transportation**
- **Public Space**

The proposal is **inconsistent** with these Mixed-Use Land Use policies, as it proposes a single-use, single-story structure and does not provide public spaces beyond required sidewalks. While parking is screened from the rights-of-way via landscaping, it is still a predominant feature of the site and does not contribute to a park-once environment.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Area Plan.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with some of the policies of the AIM Norman Land Use Plan, as it proposes infill development and reinvestment into a currently vacant property while expanding pedestrian access along N Crawford Avenue, and utilizing existing public infrastructure. However, the proposal is **inconsistent** with other policies, as it features a building type and auto-centric design with minimal public space that is generally not supported by the Mixed-Use Land Use Category.

CONCLUSION:

Staff forwards this request for rezoning from R-3, Multifamily Dwelling District, to C-2, General Commercial District, and Ordinance O-2627-13 to the Planning Commission for consideration and recommendation to City Council.

UPDATE: Staff, applicant, neighbor, and property owner met Friday October 30th to discuss the proposed development per Planning Commissioner's recommendation.

Attachment:

328 E Robinson AutoZone AIM Documents

328 E Robinson

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-13: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SOUTH 59 FEET OF LOTS FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE NORTH 65 FEET OF LOTS TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK FIVE (5), THE SOUTH 59 FEET OF LOTS TWELVE (12) AND THIRTEEN (13) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS NINE (9), TEN (10) AND ELEVEN (11) IN BLOCK FIVE (5), THE SOUTH HALF (S/2) OF LOTS FIVE (5), SIX (6), SEVEN (7) AND EIGHT (8) INCLUSIVE, IN BLOCK FIVE (5), OF HIGHLAND ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE THE SAME IN C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (328 E ROBINSON; WARD 4) (This item was postponed at the October 8, 2026, Planning Commission meeting.)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Site Plan
5. Pre-Development Notes
6. Protest Map & Letters

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-6: A PRELIMINARY PLAT FOR AUTOZONE HIGHLAND (A REPLAT OF A PART OR ALL OF LOTS 5 THROUGH 17, BLOCK 5). (328 E ROBINSON ST; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Site Plan
4. Transportation Review
5. Pre-Development Notes

Staff Presentation

Greyson Williams, Planner II, presented the Staff Report for the 328 E Robinson project.

Applicant Presentation

Mical Stephenson, the applicant, presented the 328 E Robinson project.

Commissioner Davis asked why the alternative location closer to Robinson Street was not considered a viable option.

Mr. Stephenson explained the primary concern was the driveway location and associated access requirements. He stated while the building could technically be shifted north, doing so would create challenges with the building's orientation and appearance. He explained the current layout positioned the building's most attractive elevations toward Robinson Street and the adjacent residential area, while relocating it would expose the less attractive rear of the building toward Robinson Street. He felt the proposed layout provided the best overall appearance and functionality.

Commissioner Davis asked whether the building could be shifted north while maintaining the front entrance facing Robinson Street.

Mr. Stephenson explained space limitations made that difficult. He stated the proposed east-west access drive was already reduced to 23 feet, compared to the preferred 28 feet, and the building placement had been carefully measured to maintain the required five-foot ADA sidewalk clearance. He added shifting the building while maintaining its current orientation could place the front entrance sidewalk within the required landscape setback, creating additional challenges.

Commissioner Parker asked David Riesland, Transportation Engineer, to clarify the City's involvement in reviewing the proposed driveway locations. Mr. Riesland explained he had identified driveway locations that would require variances and advised when a variance would not be supported by the City.

Commissioner Parker asked whether the City had recommended aligning the driveway with the McDonald's entrance. Mr. Riesland stated he had not made that recommendation.

Commissioner Parker asked whether an independent traffic study had been conducted for the proposed development. Mr. Riesland stated only a traffic impact memo had been completed.

Public Comment

Mya Glass, 1130 N Porter Ave. Norman, OK (protest)

Karla Denton, 1130 N Porter Ave. Norman, OK (protest)

Sean Denton, 1130 N Porter Ave. Norman, OK (protest)

Bryan Zane, 1130 N Porter Ave. Norman, OK (protest)

Steven Morris, 800 SW 44th St. OKC, OK (support)

Commission Discussion

Commissioner Parker asked Mr. Stephenson whether he had visited the intersection and observed traffic conditions. Mr. Stephenson confirmed he had visited around 4:30 p.m. and observed a heavily used intersection, although traffic was not particularly bad at that time. Commissioner Parker expressed concerns about the proposed driveway location and recommended moving the access point farther from the intersection or obtaining an independent traffic study.

Commissioner Parker asked whether the applicant had considered mirroring the site layout, relocating the dumpsters, and moving the driveway farther from the intersection. Mr. Stephenson explained reversing the layout would create challenges with parking and driveway alignment. Mr. Riesland clarified that a driveway not aligned with the existing Taco Mayo driveway would require a variance due to City requirements.

Commissioner Parker also suggested incorporating a dedicated one-way slip lane behind the building for delivery trucks to improve truck access and maneuverability. Mr. Stephenson explained they had evaluated alternative truck routes but found the available space would not accommodate the proposed truck movements. Commissioner Parker suggested modifying the building placement or dimensions to create additional space for a dedicated truck lane.

Brandon Brooks, Development Engineer, explained that determining whether such modifications or associated variances would be feasible would require a complete revised site layout. He stated changes to one portion of the site could affect multiple other design requirements and variance requests are evaluated on a case-by-case basis with supporting information. Without a revised plan and additional context, he could not determine whether the suggested modifications would be permitted.

Commissioner Bird asked whether the applicant had considered placing an entrance off Crawford Street rather than Robinson Street. Mr. Stephenson explained driveway spacing requirements would require a minimum of 100 feet from each end, making an entrance impractical without a variance. He also expressed safety concerns due to the limited street length and potential traffic stacking.

Commissioner Bird asked whether the dumpster enclosure could be secured with a locked gate. Mr. Stephenson explained their standard dumpster enclosures included swinging steel doors with masonry or wood walls and confirmed that locks could be added.

Commissioner Bird asked about the property boundary dispute raised during public comments. Mr. Stephenson stated the applicant had consulted with their surveyor, legal department, property seller, and City staff, who were in agreement regarding the property boundaries. He explained the disputed area was approximately 4.5 feet by 29 feet along the northeast corner of the property, where the neighboring property's existing fence extended onto the applicant's property. He added they proposed installing a six-foot privacy fence and landscaping along the shared property boundary.

Commissioner Parker acknowledged the applicant had explored multiple site layouts but expressed concerns regarding safety, particularly for the neighboring veterinary clinic and vehicles entering and exiting Robinson Street. He stated while the site had constraints, he believed a better solution was needed. He expressed opposition to the proposed rezoning.

Commissioner Bird expressed concerns about traffic at the intersection, particularly vehicles making left turns into the proposed development from Robinson Street. However, she stated both the existing R-3 zoning and the proposed commercial use could be appropriate for the property. She acknowledged the challenges of developing smaller parcels under standard zoning and engineering requirements without utilizing a Planned Unit Development. Although concerned about the proposed Robinson Street driveway and potential turning conflicts, she did not believe the commercial use itself was inappropriate for the location.

Motion to approve made by Commissioner Davis, **Seconded** by Commissioner McDaniel.

Voting Nay: Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel, Commissioner Davis

Planning Commission recommended denial of O-2627-13 and PP-2627-6.

File Attachments for Item:

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTUAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Geoffrey Arce

PRESENTER: Lora Hoggatt, Planning Services Manager

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTUAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)

APPLICANT/REPRESENTATIVE	Geoffrey Arce
LOCATION	3766 E. Robinson St.
WARD	5
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban Low and Open Space
CHARACTER AREA	Suburban and Protected and Sensitive
PROPOSED ZONING	A-2, Rural Agricultural District

PROPOSED LAND USE No Change

REQUESTED ACTION Revocation of the PUD District

SUMMARY:

The applicant, Geoffrey Arce, is requesting the property's zoning go forward to Council for revocation of the PUD. While it appears that the applicant desires that the zoning return to A-2, he has not expressly made this request.

EXISTING CONDITIONS:

SIZE OF SITE: 5 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	RE	A-2	A-2 & PUD	A-2
Land Use	Urban Low & Open Space	Urban Low	Urban Low & Open Space	Urban Low & Open Space	Urban Low & Open Space
Current Use	Single-Family Residence, Vehicle and Parts Sales	Single-Family Residential	Vacant	Vacant	Single-Family Residential

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.

- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION
Urban Low
Open Space
See attached Urban Low and Open Space Land Use Category documents.

CHARACTER AREA DESIGNATION
Suburban
Protected and Sensitive
See attached Suburban and Protected and Sensitive Character Area documents.

NEAREST PUBLIC PARK
The Hall Park Greenbelt System is the nearest public park. It is approximately 1.5 mile to the entrance off E. Robinson St. However, there is no available pedestrian access to the park from the subject property.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
A Pre-Development meeting was not required for this application.

REVIEW COMMENTS:
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or

division responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review*
3. Public Works/Engineering
4. Transportation Engineer*
5. Planning*
6. Utilities*

FIRE DEPARTMENT

Items related to fire codes will be addressed during any building permit reviews.

BUILDING REVIEW*

A single-family residential structure and barn appear to have originally been built on site around 1985. Two additional accessory structures have since been pursued by Applicant without obtaining building permits. One was completed and the other only built to foundation. The incomplete structure was previously determined to be violating the boundary of the City of Norman’s utility easement, as well as an easement held by the Board of Reclamation (BOR). Applicant has verbally claimed the foundation was since moved out of the easement area. City staff requested a survey verifying this claim, which Applicant has not provided. As noted, the unfinished structure and the accessory structure directly to the south lack building permits, which Applicant must immediately request and obtain in the case that the requested rezoning is granted. Otherwise, these structures must be removed.

PUBLIC WORKS/ENGINEERING

The subject property was platted in 1981 as part of the Replat of Pecan Heights. Properties zoned A-2 were allowed to subdivide into 5-acre tracts at that time. Since that time, the code was changed to require a 10-acre minimum for property zoned A-2.

TRANSPORTATION ENGINEER*

The subject property is entitled to a single point of access on Robinson Street. Ideally, this property’s drive would line up with Bryant Circle (N across Robinson). However, because the original drive has been historically located elsewhere, staff would except either the east or west driveway given the relatively low turning movements either into the site or into Bryant Circle. The east driveway is preferred as it was the original, existing driveway which may be treated as legal non-conforming. The west driveway is not preferred, as it was constructed without permit from either the City or the Board of Reclamation (BOR). In either case, the drive selected for use is required to be brought up to our standards and to the standards of BOR.

PLANNING*

ZONING CODE CONSIDERATIONS

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural and related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
- To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

It is believed that the applicant desires that the property revert to A-2 zoning. As a standard rezoning, the proposal is **inconsistent** with the purpose of A-2 as this zoning district is meant to be outside the urban area of Norman and the tract should have 10-acres. The most recent land use plan placed this property within the Urban Low Land Use Category; thus, the property is meant for higher density than permitted under A-2.

See DISCUSSION below regarding the option to repeal the most recent PUD zoning and reinstate original A-2 rezoning.

Uses Permitted

- The uses allowed in the A-2 District include:

    - Detached one-family dwelling.
    - Church, temple or other place of worship.
    - Public school or school offering general educational courses the same as ordinarily given in the public schools and having no rooms regularly used for housing or sleeping.
    - Agricultural crops.
    - The raising of farm animals.
    - Country club.
    - Family day care home.
    - Golf course (excluding miniature golf courses).
    - Home occupation.
    - Library.
    - Park or playground.
    - Plant nursery.

- Accessory buildings, including barns, sheds and other farm buildings which are not part of the principal building.
- One accessory dwelling unit ("ADU").
- Type 2 mobile home.
- Medical marijuana commercial grower, as allowed by State law.
- Medical marijuana education facility (cultivation activities only), as allowed by State law.
- Short-term rentals.

The proposed uses are **consistent** with the surrounding zoning.

Area Regulations

- Front yard setback: 100’ from centerline of public street
- Side yard setback: 25’
- Rear yard setback: 50’
- The minimum lot width shall be 330 feet measured at the front building line, and such lot or parcel on which a dwelling structure is or to be located shall abut on a single public street or road officially opened by action of the City Council a distance of not less than 250 feet.
- For each principal dwelling or other permitted use allowed within the district, and buildings accessory thereto, including ADUs, there shall be a lot area of not less than ten acres. Notwithstanding, only one principal dwelling and one ADU may be permitted on any legal A-2 parcel.

Based on existing zoning standards, the subject property does not meet the current required lot width or lot area for A-2. Because applicant has not submitted a survey, it is unclear if the existing foundation for an accessory structure on the north side of the property meets the 100’ front yard setback. The proposal is **inconsistent** with the A-2 area regulations and the surrounding area. However, at the time this property was platted as part of Pecan Heights Survey, it was recognized as a legal tract of land withing the City of Norman.

See DISCUSSION below regarding the option to repeal the most recent PUD zoning and reinstate original A-2 rezoning.

Landscaping

- If the property is developed with any vehicular use areas of at least 900 square feet of impervious area to be used as parking, landscaping will be required, per Section 36-551, Landscaping Requirements for Off-Street Parking Facilities.

There are no such parking areas proposed at this time. The proposal is **consistent** with the surrounding area.

Lighting

- If the property develops as any of the allowable commercial uses in the A-2 district, all exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

Exterior lighting within the development will be **consistent** with applicable City regulations if developed as an allowable commercial use.

Signage

- If the property develops as any of the allowable commercial uses in the A-2 district, signage must comply with the Low Density Residential Zone Sign Standards in Section 28-508.

Any signage installed for a nonresidential use permitted in A-2 would be **consistent** with the surrounding area as the Low Density Residential Zone Sign Standards were developed for residential areas.

Screening

- Screening for this site will be required to follow Section 36-552, Fencing, Walls, and Screening.

The proposed development under A-2 zoning will be **consistent** with the City's screening regulations. Fencing would be required for any nonresidential use permitted in A-2 if the adjacent property is zoned or used for single- or two-family purposes.

Exterior Materials

- There are no exterior material requirements for A-2.

The proposal is **consistent** with the surrounding zoning.

LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching Residential Policies

The proposal is **consistent** with the Character Area General Non-Residential Policies as the residential nature of the request blends with the surrounding area.

Suburban Policies

The applicant is not proposing redevelopment of the property other than discontinuing previously approved commercial uses for the automobile sales and repair business. Many of the Suburban Policies refer to development of new housing, mixing of uses, and ensuring a connected transportation system.

Protected and Sensitive Policies

Within AIM, the Protected and Sensitive Areas encompass the FEMA floodway and floodplain, and the Stream Planning Corridor. The Protected and Sensitive Area of the

subject property is in the flood plain and calls for no development other than recreational and conservatory uses that do not require placing fill or insurable structures. The applicant currently stores “inventory” for the vehicle sales and repair business allowed as a use under the current PUD in the floodplain, but which was not approved as part of the previously approved site plan. These vehicles must be removed to ensure consistency with the Protected and Sensitive Policies.

Urban Low Land Use Policies

The Urban Low designation calls for a density of 3 units per acre. The property, as currently developed, is **inconsistent** with the description of Urban Low. However, this property was platted and developed as single-family before the adoption of AIM Norman.

Building Types

The current buildings on this property can be considered **consistent** with the Urban Low category. Any new buildings are required to meet the A-2 standards and with future development increasing density, it should meet the adopted policy for building types.

Site Design

The proposed development is generally **consistent** with the Urban Low policy. Any new development increasing the density should be required to meet the Site Design policy and A-2 standards.

Transportation

The proposed development is **consistent** with Urban Low policy as it utilizes Robinson Street as access.

Utility Access

The development site does not have access to public water and sanitary sewer facilities because access is not available at this time. When the property is redeveloped with increased density, access to public utilities should be utilized. Utility access is not applicable for this down-zoning request.

Public Space

The proposed development does not include designated plazas, gathering areas, or similar amenities. However, this site is considered a down-zoning and would not be developed to provide amenities for public use. When the site is redeveloped for increased density, additional public space should be designated if appropriate for the design. For this reason, Public Space is not applicable for this development.

Open Space Land Use Policies

The area designated as Open Space on this tract is the area designated as Flood Plain. This area of Flood Plain on this down-zoning application is not planned for any future development. Any work to be completed in the Flood Plain requires separate permit from the Flood Plain Permit Committee.

The Description and Context adopted for Open Space intends for this area to be used for parks, recreational feature and appropriate for wildlife habitat preservation with only passive recreation uses.

The following information is typically reviewed for projects planning to develop/utilize areas within the designation of Open Space; however, as noted, this is a down-zoning and nothing is planned within this Open Space/Flood Plain designation.

Building Types

Small single-story structure designed to support the primary functions as a recreation or natural amenity. N/A for this item.

Site Design

Based around natural areas where wetlands, flood plains, native vegetation, wildlife habitats, and any other sensitive areas should be preserved. Minimal site disturbance.

- Development on the periphery should not remove healthy trees or other beneficial landscaping to help retain natural filtering and protection from pollutants.

The existing development of this site is not located within the Flood Plain; however, the applicant is storing various vehicles within the Flood Plain, these must be removed from the Flood Plain. As shown on the aerials, this site is currently **inconsistent** with the Open Space Land Use policy.

Transportation

Streets, transit, sidewalks, and trails all have a role to play in maximizing access to these community resources. Within the OP land Use itself, small access streets trails, and walking paths provide both access and recreation functions. N/A for this item.

Utility Access

Some structures may require water and sewer service. Electricity for lighting and basic building functionality (lights, security, cleaning equipment, etc.) may be appropriate in some open spaces. N/A for this item.

Public Space

All types and sizes of parks, trails, playgrounds, native ecosystem areas, pavilions, and passive and active recreation spaces are accommodated and appropriate. N/A for this item.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES*

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

City water is not available at this location. There is an existing private water well serving the property.

Wastewater Availability

City wastewater is not available at this location. There is an existing private onsite wastewater system serving the property.

OTHER UTILITIES COMMENTS

New driveways, including the western driveway not previously permitted, would be required to comply with requirements for reinforced concrete drive pursuant to the Bureau of Reclamation requirements for both raw water lines.

The unfinished building foundation was previously identified to be within United States Bureau of Reclamation easement and City of Norman easement.

Site as commercial is currently served with a dumpster. Service will return to polycart only upon rezoning.

DISCUSSION:

While this proposal does not meet many of the Character Area and Land Use policies adopted with AIM Norman, this site was platted in 1981 as a 5-acre tract and was a legal tract at that time. This property was rezoned effective October 26, 2021 from A-2 Rural Agricultural District, to PUD, Planned Unit Development, pursuant to Ordinance O-2122-10.

This application seeks to return A-2 zoning to this property, which is permitted pursuant to NMC 36-571. As a rezoning, this application was properly noticed to the public, and provided a public hearing, as required by City regulations and state law. However, approving “new” A-2 zoning now would create new non-conformity issues due to the now undersized nature of this parcel.

Considering this parcel’s historical development, staff proposes an alternative vehicle for this rezoning: an ordinance that both *repeals* O-2122-10 and *reinstates* this property’s previous A-2 zoning in existence immediately prior to the adoption of O-2122-10. The proposed ordinance is drafted to accomplish the requested rezoning by repeal and reinstatement.

CONCLUSION:

Staff forwards this request to repeal the existing PUD, Planned Unit Development, and reinstate the property's previous zoning of A-2, Rural Agricultural District, for consideration by City Council.

PLANNING COMMISSION RESULTS:

At their meeting on July 9, 2026, the Planning Commission recommended approval by accomplishing the repeal of O-2122-10 and reinstating the property's previous A-2 zoning, of Ordinance O-2526-44, by a vote of 5-0. **Since Planning Commission, this item's title has been updated to reflect the accomplishment of rezoning by repeal and reinstatement as described herein.**

O-2526-44

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTUAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)

§ 1. WHEREAS, Geoffery Arce has made application to have the property described below removed from PUD, Planned Unit Development and to have the same placed back in the A-2, Rural Agricultural District; and

§ 2. WHEREAS, this property was originally zoned PUD, Planned Unit Development pursuant to Ordinance O-2122-10, and this rezoning application is meant to accomplish the requested rezoning by repeal of Ordinance O-2122-10 and reinstatement of the A-2, Rural Agricultural zoning in place immediately prior to the adoption of Ordinance O-2122-10; and

§ 3. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on July 9, 2026 as required by law, considered the same and recommended that the same should be granted (by accomplishing the repeal of O-2122-10 and reinstating the property's previous A-2 zoning) and an ordinance adopted to effect and accomplish such rezoning; and

§ 4. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning by repeal and reinstatement, as described.

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

§ 5. That Ordinance O-2122-10 is hereby repealed in its entirety; and

§ 6. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from PUD, Planned Unit Development and place the same in the A-2, Rural

Agricultural District in place immediately prior to the adoption of Ordinance 2122-10, to wit:

A part of the North Half (N/2) of Section Twenty-Six (26), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, more particularly described as follows: Beginning at the point West 3806.83 feet from the NE Corner of the North Half (N/2) of said Section; thence South a distance of 872.00 feet; thence West a distance of 250.00 feet; thence North a distance of 872.00 feet; thence East a distance of 250.00 feet to the point of beginning. A/K/A TRACT NO. 18 PECAN HEIGHTS.

§ 7. 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.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

SUBURBAN NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

Suburban Neighborhood Areas are where suburban residential subdivision development has or is likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but limited public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and traditional neighborhood design (TND).

GOALS

- Encourage areas with new development to have greater housing variety and a higher overall density.
- Provide for medium- to high-intensity residential development near the Core and major streets, transitioning to lower density, single-unit uses further from arterial streets.
- Foster retrofitting of these areas to promote moderate to high density where appropriate, and expand options for multi-modal transportation.
- Promote balanced commercial and business/industry uses with appropriate mixed-use development ar locally serving commercial establishments.

OPPORTUNITIES

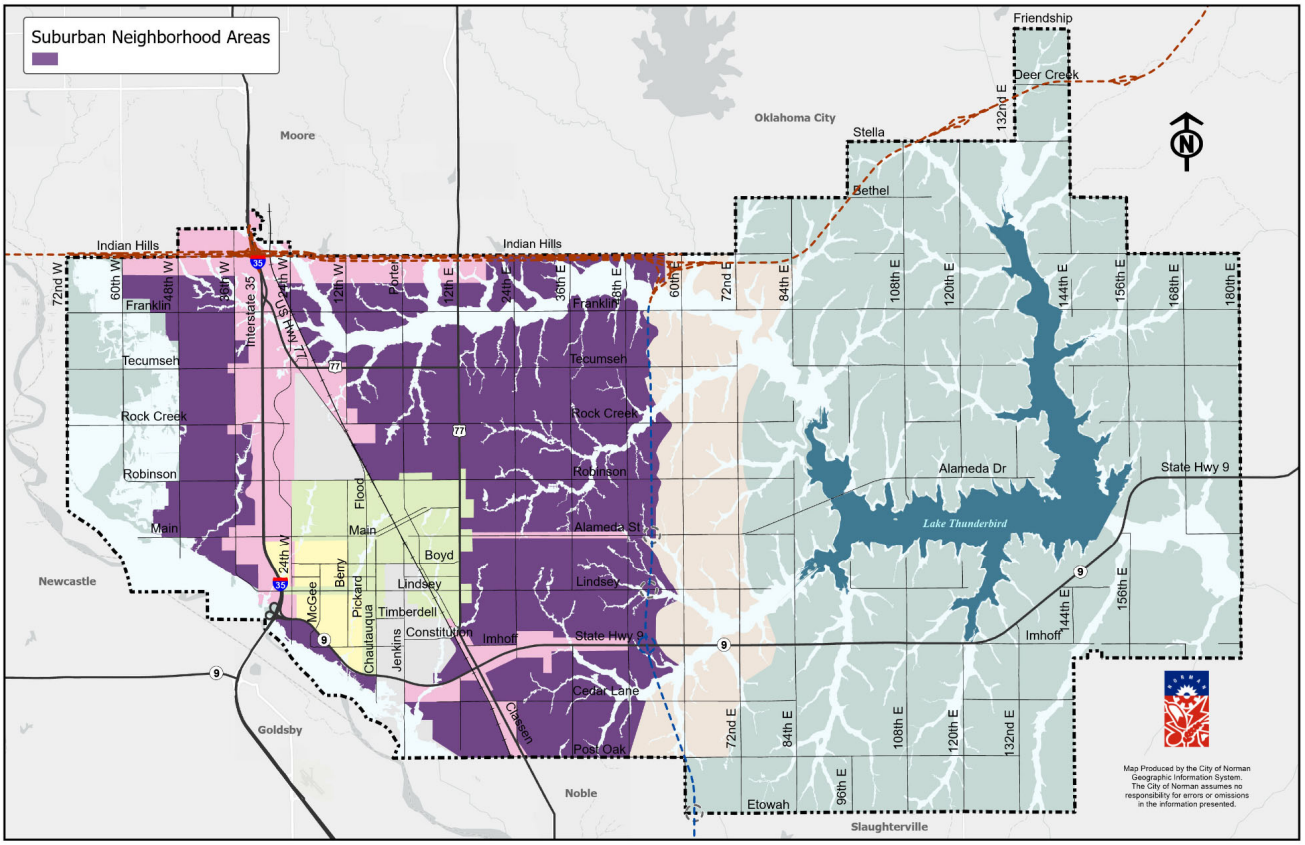
- Naturally occurring affordable housing options near Core, Classic, and Corridor Character Areas.
- Trail network connection possibilities.
- Greenfield development opportunities for efficient, compact subdivision design.

CHALLENGES

- Lack of a seamless multi-modal transportation network including safe, convenient, active and public transportation options results in an over-reliance on personal vehicles.

POLICIES

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
  - *Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.*
  - *The open spaces created around drainageways should be connected when feasible to create wildlife corridors.*
- Reduce the impact of higher intensity uses to



adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - *Prioritize preservation of existing mature street trees.*
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
  - *Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.*
  - *Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.*
- Encourage:
  - *More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.*
  - *Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.*
  - *Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.*
- As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodations should:
  - *Ensure interconnectivity between developments for local and collector streets.*
  - *Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.*
  - *Connect streets between land uses and include complete street approaches for undeveloped sites.*
  - *Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.*
  - *Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.*
  - *Use building and site design as transitions between commercial centers and adjacent residential areas, as opposed to distance.*
  - *Promote pedestrian access between buildings.*
  - *New, transformative housing developments must have multiple access points onto the road network to ensure adequate external connections to the larger neighborhood community.*
  - *Create incentives for establishing natural, undeveloped spaces for ecological conservation and interconnectedness of these areas across multiple developments (i.e. wildlife habitat corridors).*
  - *Protect and/or preserve wetlands when developing east towards the 2045 Reserve.*

ACTION ITEMS

- Continue to work with developers on dedication of park land for neighborhood parks.
- Based on the most recent Transportation Plan, expand access to public transit.
- Update regulations to:

PROTECTED & SENSITIVE AREAS

CHARACTERISTICS & INTENT

The Protected and Sensitive Areas encompass the FEMA designated floodways and floodplain, and the Stream Planning Corridors. Primarily undeveloped natural lands and environmentally sensitive areas not suitable for development, e.g., scenic views, steep slopes, floodplains, wetlands, watersheds, wildlife management areas and other environmentally sensitive areas.

GOALS

- For the health and safety of residents, development within these areas should be avoided, exclusive of low-impact recreational and conservatory uses.

OPPORTUNITIES

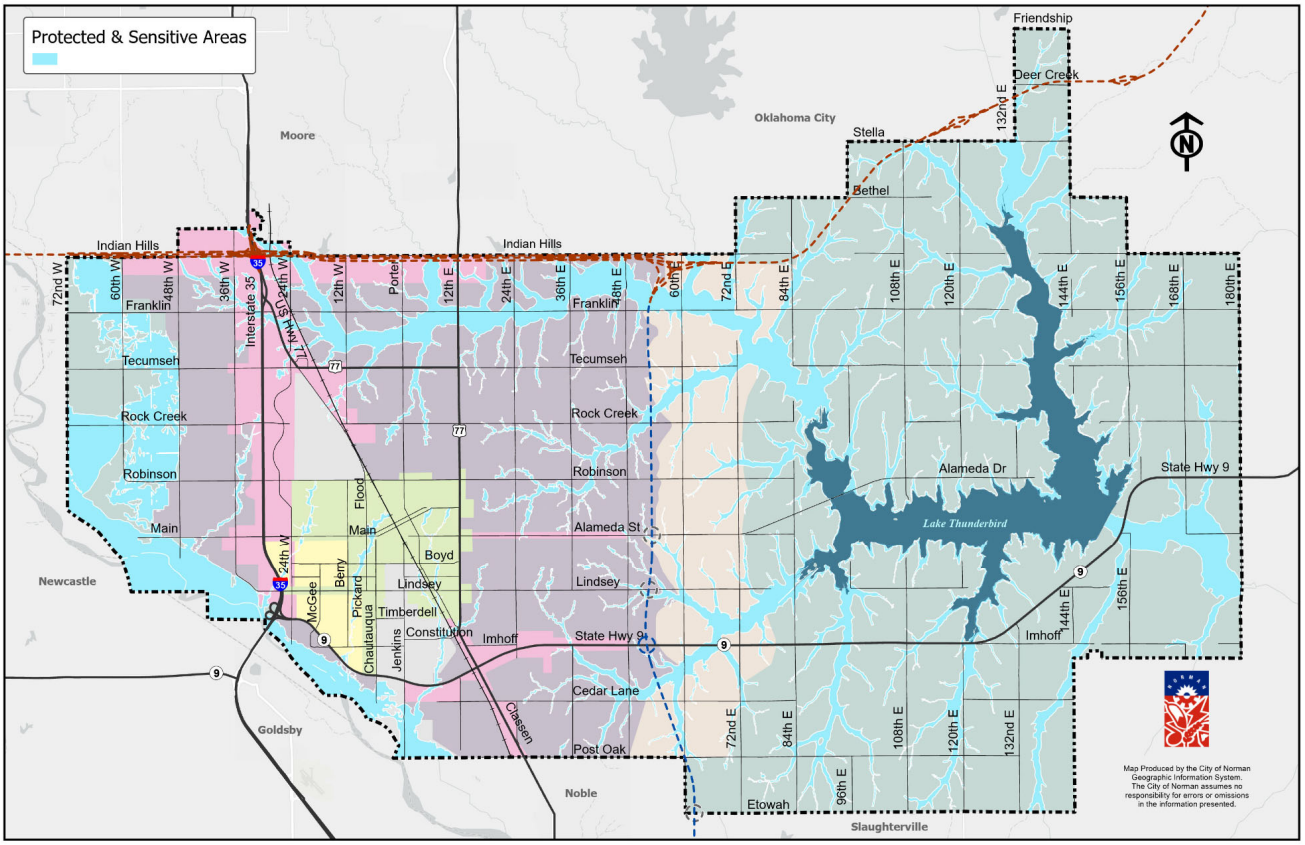
- Space for conservation and low-impact uses like parks.

CHALLENGES

- Lucrative property locations can distract from the need to protect these areas for the health, safety, and welfare of the public.

POLICIES

- Development within the floodway is not appropriate.
- Development within the floodplain is suitable only for recreational and conservatory uses that do not require placing fill or insurable structures.
- Development in and adjacent to these areas should include trails and safe, convenient access to the trail system.
- Areas within the Protected and Sensitive Character Area will automatically adjust with the update of any floodway, floodplain or WQPZ boundary.



LAND USE

Land Use Category Descriptions

The following attributes for each land use category help guide rezoning, site plan approvals, and other site development decisions.

BUILDING TYPES

The scale and transparency of buildings dictate the feel and intensity of the areas. Larger commercial spaces or buildings with more residential units generate more trips, impacting factors like parking demand. Scale also influences the feel of an area, such as the difference between a block of one- and two-story structures versus structures with five or more stories. Transparency, or the ability to see into or out of a structure (often with windows), can make an area feel more comfortable, safe, and interesting for pedestrians. The recommendations in this section guide how to regulate and administer building types and uses in the adopted Development Codes.

SITE DESIGN

The area and shape of lots, streets, sidewalks, parking, landscaping, design of open spaces, and access all influence the feel of a development and should be handled differently based on the intensity of the use. Site design can often mitigate the effects of higher intensity uses on less intense neighboring uses. The recommendations in this section guide how to regulate and administer site design standards through the adopted Development Codes.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

Transportation accommodations vary depending on the intensity of the use. For example, commercial uses that generate more traffic will require access to arterial and collector streets. Site design will guide circulation and access within a site, but projects also need to consider how circulation and access are addressed between sites and future developments. The recommendations in this section guide how to regulate and administer access and circulation standards through the adopted Development Codes.

UTILITY ACCESS

Access to public services - water, wastewater, and regional stormwater management - may be required depending on the location and/or intensity of a development. Utility access recommendations in this section are strict to ensure services can support the development.

PUBLIC SPACE TYPES

Public spaces are open and accessible to anyone in the community. These spaces can include plazas, parks, courtyards, natural areas, and more. They create a sense of community and a way for residents to interact with their neighbors. The recommendations in this section guide where public spaces are needed and guide standards through the adopted Development Codes.

LOCATIONAL CRITERIA

Location Criteria considers the influence of a use on adjacent properties and land uses. The recommendations in this section guide how to administer compatibility of adjacent land uses and their influence on one another through the adopted Development Codes.

ZONING DISTRICTS

This section identifies the most appropriate zoning districts (based upon the current code) for each land use designation. For properties within an Overlay Zoning District, the base Zoning District will apply.

ZONING DISTRICTS IN GREEN ARE TYPICALLY APPROPRIATE IN THE DESIGNATED LAND USE

ZONING DISTRICTS IN YELLOW MAY BE APPROPRIATE IN THE DESIGNATED LAND USE, BUT REQUIRE INTENSE REVIEW

ZONING DISTRICTS IN RED ARE TYPICALLY NOT APPROPRIATE IN THE DESIGNATED LAND USE

Norman's Current Zoning Districts are:

- PUD: Planned Unit Development
- SPUD: Simple Planned Unit Development
- A-1: General Agricultural
- A-2: Rural Agricultural
- RE: Residential Estate Dwelling
- R-1: Single-Family Dwelling
- R-1-A: Single-Family Attached Dwelling
- R-2: Two-Family Dwelling
- RM-2: Low Density Apartment
- RM-4: Mobile Home Park
- RM-6: Medium Density Apartment
- R-3: Multi-Family Dwelling
- RO: Residence-Office
- O-1: Office-Institutional
- CO: Suburban Office Commercial
- C-1: Local Commercial
- C-2: General Commercial
- TC: Tourist Commercial
- CR: Rural Commercial
- C-3: Intensive Commercial
- I-1: Light Industrial
- I-2 Heavy Industrial
- M-1: Restricted Industrial
- MUD: Mixed-Use Development
- FH: Flood Hazard
- PL: Park Land
- CCFBC: Center City Form-Based Code

More information on Zoning and Overlay Districts may be found in Section 36-505 of the City of Norman Municipal Code.

LAND USE CATEGORY

Open Space (OP)

DESCRIPTION & CONTEXT

Contains valuable environmental features that should not be developed or would make good recreational spaces. Areas intended for parks can be developed with recreational features, while open space areas are more appropriate for wildlife habitat preservation with only passive recreation uses. Consists of relatively large areas appropriate for natural lands, floodplains, large parks (>30 acres), platted common areas larger than 2-3 acres that provide multiple benefits (stormwater management, recreation, tree preservation, interconnected wildlife habitats, etc.) to nearby areas, and major trail system components. Development is limited to park and trail uses due to overlap with 100-year floodplain.

BUILDING TYPES

- Small single-story structures designed to support the primary function as a recreation or natural amenity.

SITE DESIGN

Based around natural areas where wetlands, floodplains, native vegetation, wildlife habitats, and any other sensitive areas should be preserved. Minimal site disturbance.

- Development on the periphery should not remove healthy trees or other beneficial landscaping to help retain natural filtering and protection from pollutants.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

Streets, transit, sidewalks, and trails all have a role to play in maximizing access to these community resources. Within the OP Land Use itself, small access streets, trails, and walking paths provide both access and recreation functions.

UTILITY ACCESS

Some structures may require water and sewer service. Electricity for lighting and basic building functionality (lights, security, cleaning equipment, etc.) may be appropriate in some open spaces.

PUBLIC SPACE TYPES

All types and sizes of parks, trails, playgrounds, native ecosystem areas, pavilions, and passive and active recreation spaces are accommodated and appropriate.

LOCATIONAL CRITERIA

- Includes existing and potential future parks.
- Nearly all floodplain areas and space unfit for development to protect water quality.
- Open Space is compatible adjacent to all land uses.

ZONING DISTRICTS

Properties within the FEMA 100-Year Floodplain and Floodways or the Stream Planning Corridors may qualify for this designation.

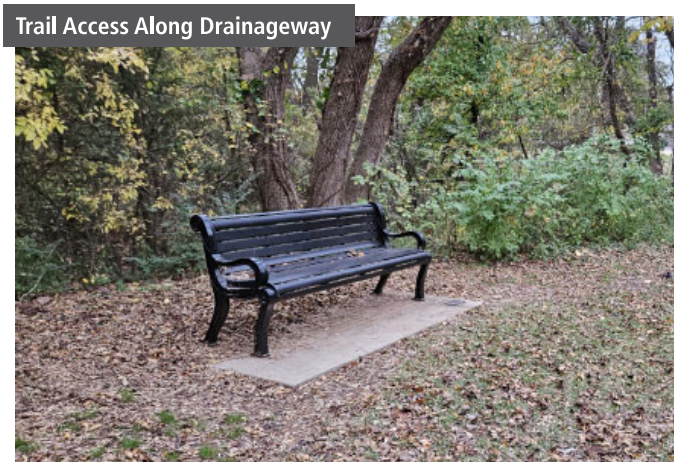
- If a property is removed from the regulatory floodplain, it is eligible for a Land Use change to higher intensity designations.

PUD	SPUD	A-1	A-2	RE	R1	R-1-A	R-2	RM-2	RM-4	RM-6	R-3	RO	O-1	CO
C-1	C-2	TC	CR	C-3	I-1	I-2	M-1	MUD						

Park



Trail Access Along Drainageway



LAND USE CATEGORY

Urban Low (UL)

DESCRIPTION & CONTEXT

An efficient, walkable pattern of lower-density urban development. Moderate to high building spacing and separation of uses, with further distances between destinations and fewer shared amenities.

- Low-intensity areas will be predominately residential over non-residential uses at compatible densities and scales.
- Gross densities in any single development should be greater than 3 units per acre.

BUILDING TYPES

Existing: All types of residential structures, primarily 1 or 2 story; single-story commercial, often with large parking lots, civic/institutional uses such as fire stations and schools are in close proximity.

New Development:

- Varied types of residential structures.
  - *Emphasis on single-unit detached and attached residential developments, including small-, standard, and large-lot single-unit detached, duplexes, and townhomes.*
- Attached housing may transition to higher intensities along collector and arterial streets, or adjacent to higher intensity uses.
  - *Attached housing may be allowed throughout a development to create variety.*
  - *Higher intensity multi-unit residential housing would be allowed when parcels are located along and with direct access to an arterial street.*
- 2 or 3 story commercial and higher density residential on arterials with limited parking areas.

SITE DESIGN

- It is critical that these locations take every opportunity to improve connectivity and help mitigate missing connections to nearby developed areas in order to strengthen neighborhood connectivity.
- The variety and diversity of housing stock should be improved as should the functionality of these areas, such as extensive street and sidewalk connections, a wider variety of lot sizes, and integration of and access to open spaces and other nearby activities should be incorporated into the design of new areas.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

Existing: The type and arrangement of streets means that almost all trips require a private vehicle to use at least one arterial road. Some of these areas have connections, or potential connections, to the regional trail network. Few of these areas have easy access to transit at this time.

Projected: A highly connected multi-modal network is required to support the current and future needs of these important areas. Improving access for pedestrians and bicyclists will be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

This UL Land Use supports a variety of public spaces including parks of various sizes, regional trails, natural areas including wildlife corridor, and walking paths.

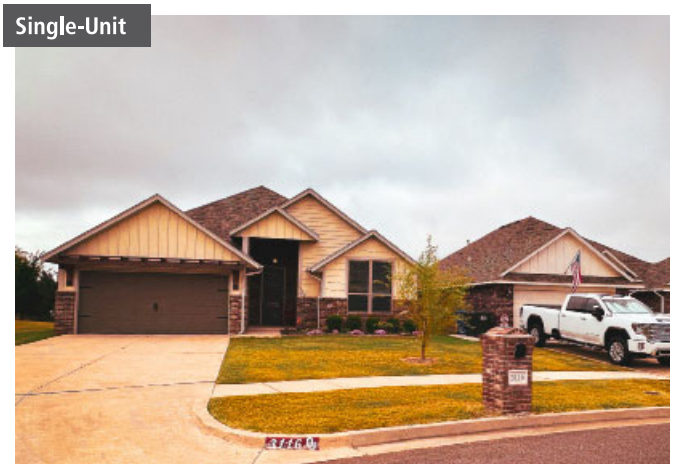
LOCATIONAL CRITERIA

- Low intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- Lower intensity residential uses are not appropriate along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Non-residential development is appropriate along arterial and collector streets, primarily at intersections.
- Urban Low is most compatible adjacent to: UM, RR, AR, UR, LCC, TOD, and OP.
- Urban Low is least compatible adjacent to: ULC, CBD, and C and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

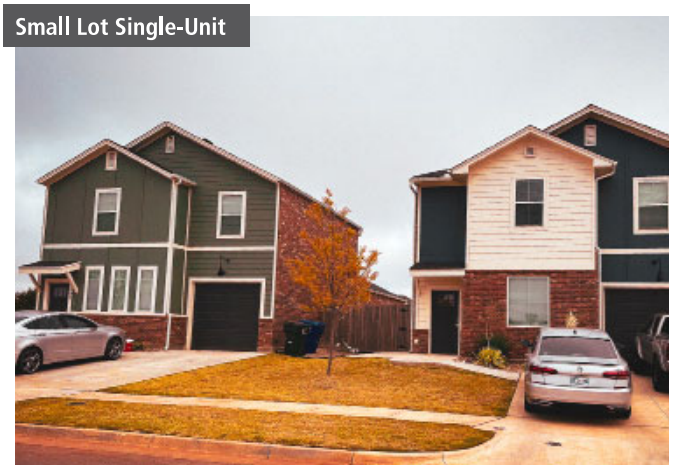
ZONING DISTRICTS

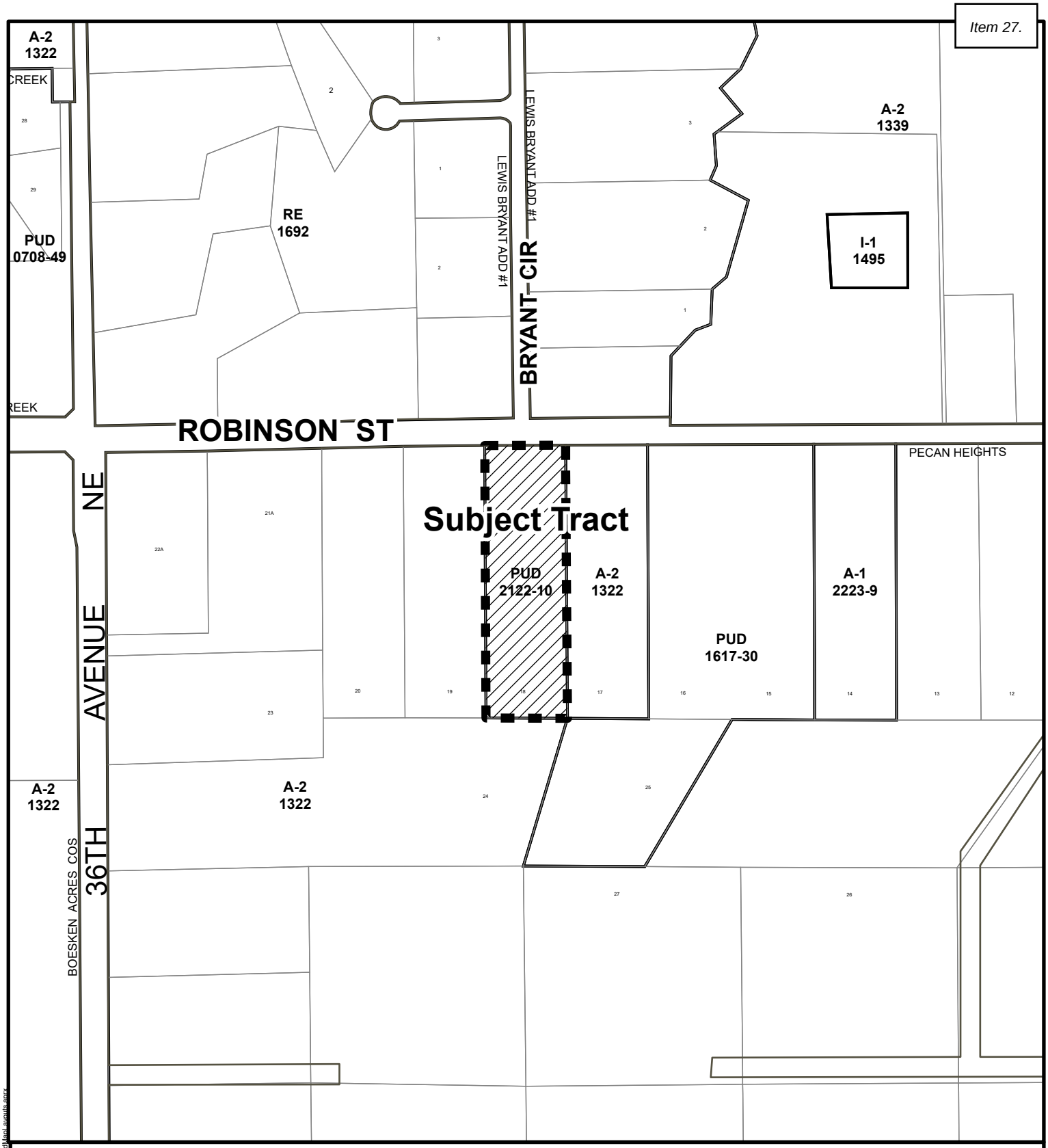
R-1	R-1-A	R-2	RM-2	RO	O-1	CO	C-1			
MUD	PUD	SPUD	RM-4	C-2						
A-1	A-2	RE	RM-6	R-3	TC	CR	C-3	I-1	I-2	M-1

Single-Unit



Small Lot Single-Unit





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.

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May 5, 2026

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Subject Tract

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CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 7/09/2026

REQUESTER: Geoffrey Arce

PRESENTER: Lora Hoggatt, Planning Services Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN THE A-2, RURAL AGRICULTURAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 E. ROBINSON ST.; WARD 5) *(This item was postponed from the June 11, 2026, Planning Commission meeting.)*

APPLICANT/REPRESENTATIVE	Geoffrey Arce
LOCATION	3766 E. Robinson St.
WARD	5
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban Low and Open Space
CHARACTER AREA	Suburban and Protected and Sensitive
PROPOSED ZONING	A-2, Rural Agricultural District
PROPOSED LAND USE	No Change

REQUESTED ACTION Revocation of the PUD District

SUMMARY:

The applicant, Geoffrey Arce, is requesting the property's zoning go forward to Council for revocation of the PUD. While it appears that the applicant desires that the zoning return to A-2, he has not expressly made this request.

EXISTING CONDITIONS:

SIZE OF SITE: 5 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	RE	A-2	A-2 & PUD	A-2
Land Use	Urban Low & Open Space	Urban Low	Urban Low & Open Space	Urban Low & Open Space	Urban Low & Open Space
Current Use	Single-Family Residence, Vehicle and Parts Sales	Single-Family Residential	Vacant	Vacant	Single-Family Residential

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.

- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION
Urban Low
Open Space
See attached Urban Low and Open Space Land Use Category documents.

CHARACTER AREA DESIGNATION
Suburban
Protected and Sensitive
See attached Suburban and Protected and Sensitive Character Area documents.

NEAREST PUBLIC PARK
The Hall Park Greenbelt System is the nearest public park. It is approximately 1.5 mile to the entrance off E. Robinson St. However, there is no available pedestrian access to the park from the subject property.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
A Pre-Development meeting was not required for this application.

REVIEW COMMENTS:
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or

division responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review*
3. Public Works/Engineering
4. Transportation Engineer*
5. Planning*
6. Utilities*

FIRE DEPARTMENT

Items related to fire codes will be addressed during any building permit reviews.

BUILDING REVIEW*

A single-family residential structure and barn appear to have originally been built on site around 1985. Two additional accessory structures have since been pursued by Applicant without obtaining building permits. One was completed and the other only built to foundation. The incomplete structure was previously determined to be violating the boundary of the City of Norman’s utility easement, as well as an easement held by the Board of Reclamation (BOR). Applicant has verbally claimed the foundation was since moved out of the easement area. City staff requested a survey verifying this claim, which Applicant has not provided. As noted, the unfinished structure and the accessory structure directly to the south lack building permits, which Applicant must immediately request and obtain in the case that the requested rezoning is granted. Otherwise, these structures must be removed.

PUBLIC WORKS/ENGINEERING

The subject property was platted in 1981 as part of the Replat of Pecan Heights. Properties zoned A-2 were allowed to subdivide into 5-acre tracts at that time. Since that time, the code was changed to require a 10-acre minimum for property zoned A-2.

TRANSPORTATION ENGINEER*

The subject property is entitled to a single point of access on Robinson Street. Ideally, this property’s drive would line up with Bryant Circle (N across Robinson). However, because the original drive has been historically located elsewhere, staff would except either the east or west driveway given the relatively low turning movements either into the site or into Bryant Circle. The east driveway is preferred as it was the original, existing driveway which may be treated as legal non-conforming. The west driveway is not preferred, as it was constructed without permit from either the City or the Board of Reclamation (BOR). In either case, the drive selected for use is required to be brought up to our standards and to the standards of BOR.

PLANNING*

ZONING CODE CONSIDERATIONS
A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural and related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
- To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

It is believed that the applicant desires that the property revert to A-2 zoning. As a standard rezoning, the proposal is **inconsistent** with the purpose of A-2 as this zoning district is meant to be outside the urban area of Norman and the tract should have 10-acres. The most recent land use plan placed this property within the Urban Low Land Use Category; thus, the property is meant for higher density than permitted under A-2.

See DISCUSSION below regarding the option to repeal the most recent PUD zoning and reinstate original A-2 rezoning.

Uses Permitted

- The uses allowed in the A-2 District include:

    - Detached one-family dwelling.
    - Church, temple or other place of worship.
    - Public school or school offering general educational courses the same as ordinarily given in the public schools and having no rooms regularly used for housing or sleeping.
    - Agricultural crops.
    - The raising of farm animals.
    - Country club.
    - Family day care home.
    - Golf course (excluding miniature golf courses).
    - Home occupation.
    - Library.
    - Park or playground.

- Plant nursery.
- Accessory buildings, including barns, sheds and other farm buildings which are not part of the principal building.
- One accessory dwelling unit ("ADU").
- Type 2 mobile home.
- Medical marijuana commercial grower, as allowed by State law.
- Medical marijuana education facility (cultivation activities only), as allowed by State law.
- Short-term rentals.

The proposed uses are **consistent** with the surrounding zoning.

Area Regulations

- Front yard setback: 100’ from centerline of public street
- Side yard setback: 25’
- Rear yard setback: 50’
- The minimum lot width shall be 330 feet measured at the front building line, and such lot or parcel on which a dwelling structure is or to be located shall abut on a single public street or road officially opened by action of the City Council a distance of not less than 250 feet.
- For each principal dwelling or other permitted use allowed within the district, and buildings accessory thereto, including ADUs, there shall be a lot area of not less than ten acres. Notwithstanding, only one principal dwelling and one ADU may be permitted on any legal A-2 parcel.

Based on existing zoning standards, the subject property does not meet the current required lot width or lot area for A-2. Because applicant has not submitted a survey, it is unclear if the existing foundation for an accessory structure on the north side of the property meets the 100’ front yard setback. The proposal is **inconsistent** with the A-2 area regulations and the surrounding area. However, at the time this property was platted as part of Pecan Heights Survey, it was recognized as a legal tract of land withing the City of Norman.

See DISCUSSION below regarding the option to repeal the most recent PUD zoning and reinstate original A-2 rezoning.

Landscaping

- If the property is developed with any vehicular use areas of at least 900 square feet of impervious area to be used as parking, landscaping will be required, per Section 36-551, Landscaping Requirements for Off-Street Parking Facilities.

There are no such parking areas proposed at this time. The proposal is **consistent** with the surrounding area.

Lighting

- If the property develops as any of the allowable commercial uses in the A-2 district, all exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

Exterior lighting within the development will be **consistent** with applicable City regulations if developed as an allowable commercial use.

Signage

- If the property develops as any of the allowable commercial uses in the A-2 district, signage must comply with the Low Density Residential Zone Sign Standards in Section 28-508.

Any signage installed for a nonresidential use permitted in A-2 would be **consistent** with the surrounding area as the Low Density Residential Zone Sign Standards were developed for residential areas.

Screening

- Screening for this site will be required to follow Section 36-552, Fencing, Walls, and Screening.

The proposed development under A-2 zoning will be **consistent** with the City's screening regulations. Fencing would be required for any nonresidential use permitted in A-2 if the adjacent property is zoned or used for single- or two-family purposes.

Exterior Materials

- There are no exterior material requirements for A-2.

The proposal is **consistent** with the surrounding zoning.

LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching Residential Policies

The proposal is **consistent** with the Character Area General Non-Residential Policies as the residential nature of the request blends with the surrounding area.

Suburban Policies

The applicant is not proposing redevelopment of the property other than discontinuing previously approved commercial uses for the automobile sales and repair business. Many of the Suburban Policies refer to development of new housing, mixing of uses, and ensuring a connected transportation system.

Protected and Sensitive Policies

Within AIM, the Protected and Sensitive Areas encompass the FEMA floodway and floodplain, and the Stream Planning Corridor. The Protected and Sensitive Area of the

subject property is in the flood plain and calls for no development other than recreational and conservatory uses that do not require placing fill or insurable structures. The applicant currently stores “inventory” for the vehicle sales and repair business allowed as a use under the current PUD in the floodplain, but which was not approved as part of the previously approved site plan. These vehicles must be removed to ensure consistency with the Protected and Sensitive Policies.

Urban Low Land Use Policies

The Urban Low designation calls for a density of 3 units per acre. The property, as currently developed, is **inconsistent** with the description of Urban Low. However, this property was platted and developed as single-family before the adoption of AIM Norman.

Building Types

The current buildings on this property can be considered **consistent** with the Urban Low category. Any new buildings are required to meet the A-2 standards and with future development increasing density, it should meet the adopted policy for building types.

Site Design

The proposed development is generally **consistent** with the Urban Low policy. Any new development increasing the density should be required to meet the Site Design policy and A-2 standards.

Transportation

The proposed development is **consistent** with Urban Low policy as it utilizes Robinson Street as access.

Utility Access

The development site does not have access to public water and sanitary sewer facilities because access is not available at this time. When the property is redeveloped with increased density, access to public utilities should be utilized. Utility access is not applicable for this down-zoning request.

Public Space

The proposed development does not include designated plazas, gathering areas, or similar amenities. However, this site is considered a down-zoning and would not be developed to provide amenities for public use. When the site is redeveloped for increased density, additional public space should be designated if appropriate for the design. For this reason, Public Space is not applicable for this development.

Open Space Land Use Policies

The area designated as Open Space on this tract is the area designated as Flood Plain. This area of Flood Plain on this down-zoning application is not planned for any future development. Any work to be completed in the Flood Plain requires separate permit from the Flood Plain Permit Committee.

The Description and Context adopted for Open Space intends for this area to be used for parks, recreational feature and appropriate for wildlife habitat preservation with only passive recreation uses.

The following information is typically reviewed for projects planning to develop/utilize areas within the designation of Open Space; however, as noted, this is a down-zoning and nothing is planned within this Open Space/Flood Plain designation.

Building Types

Small single-story structure designed to support the primary functions as a recreation or natural amenity. N/A for this item.

Site Design

Based around natural areas where wetlands, flood plains, native vegetation, wildlife habitats, and any other sensitive areas should be preserved. Minimal site disturbance.

- Development on the periphery should not remove healthy trees or other beneficial landscaping to help retain natural filtering and protection from pollutants.

The existing development of this site is not located within the Flood Plain; however, the applicant is storing various vehicles within the Flood Plain, these must be removed from the Flood Plain. As shown on the aerials, this site is currently **inconsistent** with the Open Space Land Use policy.

Transportation

Streets, transit, sidewalks, and trails all have a role to play in maximizing access to these community resources. Within the OP land Use itself, small access streets trails, and walking paths provide both access and recreation functions. N/A for this item.

Utility Access

Some structures may require water and sewer service. Electricity for lighting and basic building functionality (lights, security, cleaning equipment, etc.) may be appropriate in some open spaces. N/A for this item.

Public Space

All types and sizes of parks, trails, playgrounds, native ecosystem areas, pavilions, and passive and active recreation spaces are accommodated and appropriate. N/A for this item.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES*

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

City water is not available at this location. There is an existing private water well serving the property.

Wastewater Availability

City wastewater is not available at this location. There is an existing private onsite wastewater system serving the property.

OTHER UTILITIES COMMENTS

New driveways, including the western driveway not previously permitted, would be required to comply with requirements for reinforced concrete drive pursuant to the Bureau of Reclamation requirements for both raw water lines.

The unfinished building foundation was previously identified to be within United States Bureau of Reclamation easement and City of Norman easement.

Site as commercial is currently served with a dumpster. Service will return to polycart only upon rezoning.

DISCUSSION:

While this proposal does not meet many of the Character Area and Land Use policies adopted with AIM Norman, this site was platted in 1981 as a 5-acre tract and was a legal tract at that time. This property was rezoned effective October 26, 2021 from A-2 Rural Agricultural District, to PUD, Planned Unit Development, pursuant to Ordinance O-2122-10.

This application seeks to return A-2 zoning to this property, which is permitted pursuant to NMC 36-571. As a rezoning, this application was properly noticed to the public, and provided a public hearing, as required by City regulations and state law. However, approving “new” A-2 zoning now would create new non-conformity issues due to the now undersized nature of this parcel.

Considering this parcel’s historical development, staff proposes consideration of an alternative vehicle for this rezoning: an ordinance that both *repeals* O-2122-10 and *reinstates* this property’s previous A-2 zoning. If this alternative vehicle were utilized by the City, the applicant’s zoning status would be reinstated to that which existed immediately prior to O-2122-10’s approval, and would avoid the creation of new non-conformities.

If the Planning Commission wishes to recommend that the City pursue this alternative vehicle for this rezoning, Planning Commission may consider a vote to recommend adoption of Item 3's requested A-2 zoning **by accomplishing a repeal of O-2122-10 and reinstatement of the property's previous A-2 zoning**.

CONCLUSION:

Staff forwards this request to repeal the existing PUD, Planned Unit Development, and reinstate the property's previous zoning of A-2, Rural Agricultural District, to the Planning Commission for consideration and recommendation to City Council.

Arce

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN THE A-2, RURAL AGRICULTURAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 E. ROBINSON ST.; WARD 5) *(This item was postponed from the June 11, 2026, Planning Commission meeting.)*

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Supplemental AIM Documents**
3. **Location Map**

Staff Presentation

Lora Hoggatt, Planning Services Manager, presented the staff report for the Arce project.

Applicant Presentation

Geoffrey Arce, the applicant, presented the Arce project.

Commissioner Bird clarified the reason for postponement last month was for the Commission to understand the benefits of the applicant wanting to switch back to A-2. She asked Mr. Arce if the main reason for his switch was so he was no longer locked into a site plan like he was with the previous zoning of a PUD. Mr. Arce explained the PUD was originally pursued because he understood it was required to obtain a distribution contract and dealer licenses for his business. He stated he would like the PUD to be revoked so the property could either be used for a shop by someone else or sold. He also expressed his belief the PUD has reduced the property's value compared to its previous A-2 zoning.

Commissioner Bird restated the request for clarification, noting Mr. Arce no longer needed the previously approved site plan and was seeking to remove the PUD because it was no longer necessary and could increase the property's value.

Commissioner Bird requested input from legal staff for any additional context regarding the application. Beth Muckala, Assistant City Attorney, explained the

property's unique history, having been platted as a five-acre A-2 tract under previous regulations, required a different approach. She stated while the applicant had requested a revocation of the PUD, however, the process outlined in the Zoning Ordinance for revocation does not match the revocation as the applicant had requested. There is also not a process specific to repealing a zoning ordinance either. As a result, the request was processed as a rezoning. She further explained that staff recommended implementing the rezoning by repealing the 2021 PUD ordinance and reinstating the property's previous A-2 zoning designation, which would return the property to its pre-PUD status and avoid creating a new nonconformity.

Commissioner Bird asked whether the motion would need to include specific language to address the recommended repeal and reinstatement. Ms. Muckala confirmed the updated Staff Report provided the necessary direction and advised the motion should recommend approval through repeal of the PUD ordinance and reinstatement of the previous A-2 zoning designation.

Commissioner Griffith asked how the proposed rezoning would best serve the property owner and what action the Commission could take to help move the request forward. Ms. Muckala explained the request to return the property from PUD to A-2 was made by the property owner and, if approved, the property would be regulated under the A-2 zoning district like any other similarly zoned property. She noted the existing PUD has several unresolved issues that would remain if it stayed in place. She also clarified the commercial business previously allowed under the PUD would no longer be permitted under A-2 zoning and stated the property owner understood that consequence.

Public Comments

Trey Kirby, Ward 5 (Comment)

Paula Wolf, 2821 Weymouth Way, Norman, OK (Support)

Greg Arce (Support)

Commission Discussion

Commissioner Kindel clarified the PUD had been approved and emphasized the issues experienced by the applicant were related to permitting and deviations from the approved site plan, rather than the PUD approval itself. She explained a PUD establishes a binding site plan and desired changes require additional approval. She acknowledged Mr. Arce’s investment in the property and asked whether he wished to proceed with the requested return to A-2 zoning or instead pursue a revised PUD with a new site plan that reflected the intended development. Mr. Arce stated he believed the original building permit should have been approved and the permitting process had prevented the business from moving forward over the past five years. He explained he had previously pursued an amended site plan within the allowable development

period but encountered engineering-related issues, particularly regarding driveway design. He stated an engineer later concluded the revised driveway configuration was safer and the information had been submitted to the City, but he did not receive a response. Mr. Arce expressed frustration with the process and maintained efforts to amend the site plan were unsuccessful.

Commissioner Kindel asked whether the applicant proceeded with development in accordance with the approved site plan after the request to modify the driveway configuration was denied. Mr. Arce stated constructing the center driveway shown on the approved site plan would create a safety hazard and would not meet the City's sight-distance requirements. He referenced concerns previously raised by a neighboring property owner regarding visibility and traffic safety and stated a sight-distance study and supporting photographs had been provided. He maintained proceeding with the driveway as shown on the approved site plan would be unsafe.

Commissioner Kindel asked Mr. Arce to clarify which improvements shown on the approved site plan had been constructed. He explained the existing buildings were already on the property prior to the PUD approval, the existing residence had been remodeled rather than replaced with a new dwelling, and the rear parking area remained a gravel lot.

Commissioner Kindel asked the Mr. Arce to clarify whether he wished to proceed with the requested repeal of the PUD and reinstatement of A-2 zoning or postpone the application to submit a revised site plan. Mr. Arce responded, after five years of pursuing the project, he no longer wished to continue with the business at that location and requested the PUD be repealed and the property's previous A-2 zoning be reinstated.

Commissioner Bird summarized the history of the property based on the application materials and available records, outlining the property's development since its purchase in 2017, including the addition of a second driveway, construction of a berm, approval of the PUD and site plan in 2021, and the applicant's later request to amend the PUD in 2024. She noted the amendment was considered by the Planning Commission but was not ultimately approved by the City Council and asked the applicant to explain what changes had been proposed between the Planning Commission and City Council review. Mr. Arce explained the proposed amendments to the PUD were limited to the addition of a new shop building and revisions to the driveway configuration, noting multiple site plan variations had been submitted in an effort to address access concerns. He stated relocating the driveway was intended to improve vehicle turnaround for customers with trailers and explained a preexisting berm limited feasible driveway design options.

Commissioner Bird requested clarification regarding the five-percent administrative amendment allowance for PUD site plans. Ms. Muckala explained the provision applies to increases in the floor area of structures

shown on an approved site plan rather than changes to the overall land area. Commissioner Bird also discussed permitting issues and site plan deviations occurring after Planning Commission approval are outside the Commission's authority. Ms. Muckala and Ms. Hoggatt confirmed, if the current request to repeal the PUD and reinstate A-2 zoning were approved, the applicant could submit a new PUD application in the future if Mr. Arce wished to pursue different development plans.

Commissioner Bird asked whether the storage of boat trailers or other vehicles was affected by the proposed zoning change. Ms. Muckala explained, because the property would no longer be governed by a PUD site plan if the request were approved, personal boat storage would be permitted under A-2 zoning. Ms. Hoggatt clarified inoperable vehicles may not be parked on grass or an unimproved surface. Ms. Muckala further clarified floodplain regulations would continue to apply regardless of the zoning designation, and those requirements were separate from the rezoning request before the Commission.

Commissioner McClure expressed support for the work of City staff and stated, based on their experience, they did not believe there was a coordinated effort to prevent the applicant's project from moving forward. He acknowledged the applicant's investment in the property and support for the proposed business but expressed concern with suggestions that the development review process involved a conspiracy or intentional obstruction.

Motion to approve by accomplishing the repeal of O-2122-10 and reinstating the property’s previous A-2 zoning made by Commissioner McDaniel, **Seconded** by Commissioner Kindel.

Voting Yea: Commissioner McClure, Chair Bird, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel.

The motion was approved.

File Attachments for Item:

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-2 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Juniper Sage at Cobblestone Creek, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-2 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

APPLICANT/REPRESENTATIVE	Juniper Sage at Cobblestone Creek, L.L.C./Fellers Snider Blankenship Bailey & Tippens, P.C.
LOCATION	4403 12th Ave SE
WARD	7
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban Low
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PUD, Planned Unit Development
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Juniper Sage at Cobblestone Creek, L.L.C., is requesting to amend the existing PUD, adopted in 2019 (O-1920-22), to allow for multifamily housing for all ages, not just seniors. The Property is already developed per the existing PUD and no additional development is proposed as part of this requested amendment.

EXISTING CONDITIONS:

SIZE OF SITE: 7.09 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	R-1	R-1	PUD	R-1
Land Use	Urban Low	Urban Low	Urban Low	Urban Low	Urban Low
Current Use	Senior Independent Living Facility	Single-Family Dwellings	Golf Course	Vacant	Single-Family Dwellings

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.

- Maximum enhancement and minimal disruption of diversified developments which are consistent with the City's long-range plan and remain compatible with surrounding developments.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION
Urban Low
See attached Urban Low Land Use Category document.

CHARACTER AREA DESIGNATION
Suburban Neighborhood
See attached Suburban Neighborhood Character Area document.

NEAREST PUBLIC PARK
Eagle Cliff Park is approximately 0.25 miles northwest of the subject property and is accessible via sidewalks along

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-19 July 23, 2026
This request does not require a Pre-Development meeting, however, the applicant chose to have one to receive neighbor feedback. The applicant attended the July 23, 2026, Pre-Development meeting. Please see the attached summary.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Review
3. Public Works/Engineering

4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D. (As noted above, no project expansion is proposed. This is a standard comment included to inform the reader that plan review will be conducted.)

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage. (As noted above, no project expansion is proposed. This is a standard comment included to inform the reader that plan review will be conducted.)

PUBLIC WORKS/ENGINEERING

There are no comments from Public Works/Engineering on this proposal.

TRANSPORTATION ENGINEER

The Transportation Engineer has made no comments on this proposal.

PLANNING*

ZONING CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.

- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

Uses Permitted

The purpose of the proposed PUD amendment is to allow for multifamily dwelling without age restriction and associated accessory uses.

Area Regulations

All setbacks are as shown on the submitted Site Development Plan. All buildings on the Property have been developed according to these regulations. There are no proposed new structures.

Height Regulations

Structures may not exceed three stories of habitable building levels, plus additional heights for roof elements and structures, stair towers, mechanical units, building rooftop equipment, chimneys, communications equipment, and other non-habitable building elements. There are no proposed changes to the existing structure.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of 1.2 parking spaces per unit, totaling 202 parking spaces. There are no proposed changes to the existing parking facilities.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

All existing signage will remain as shown on the submitted sign location exhibit.

Screening

The existing fencing along Cobblestone Creek Dr, Augusta Dr, and 12th Ave SE as shown on the Site Development Plan will remain, as will the masonry wall along the north property line of the subject tract.

Exterior Materials

The development's existing exterior building materials, being high-quality brick, stone, and hardy board, will remain.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The development is **inconsistent** with many of the Overarching General and Residential Character Area policies. However, it is existing and was developed under the previously adopted PUD, O-1920-22, which predates the adoption of these policies and the AIM Norman Land Use Plan.

Suburban Neighborhood Character Area Policies

The proposal is **consistent** with the Suburban Neighborhood Area policies, as it provides a higher density housing type along an arterial street with connections to a larger pedestrian infrastructure network.

Urban Low (UL) Land Use Policies

The proposal is **consistent** with the following UL Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation**
- **Utilities**
- **Public Space**

The applicant is requesting an amendment to an existing PUD that was developed per the adopted regulations. The proposed amendment is to remove the age restriction for the multifamily residential development. The development as it exists provides greater residential density along an arterial street, pedestrian connectivity, access to open spaces, and a full range of utilities, as called for in the UL Land Use policies.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

The development does not meet several of the Overarching General and Residential Character Area Policies outlined in the AIM Norman Land Use Plan. However, the development is existing and predates the adoption of AIM Norman. The development is consistent with the Suburban Neighborhood Area policies and the Urban Low Land Use policies, as it provides a higher density housing option along an arterial street with pedestrian connectivity and access to open space amenities. The proposed amendment to the PUD to remove the residential age restriction does not fundamentally alter its compliance with the AIM Norman Future Land Use Plan.

CONCLUSION:

Staff forwards this request for rezoning from PUD, Planned Unit Development, to PUD, Planned Unit Development, and Ordinance O-2627-2 for consideration by City Council.

ATTACHMENT(S):

Cobblestone Creek AIM Supporting Documents

PLANNING COMMISSION RESULTS:

At their meeting on August 13, 2026, the Planning Commission recommended approval of Ordinance O-2627-2, by a vote of 9-0.

O-2627-2

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

§ 1. WHEREAS, Juniper Sage at Cobblestone Creek, LLC. has made application to have the property described below removed from a PUD, Planned Unit Development, and to have the same placed in PUD, Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on August 13, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from a PUD, Planned Unit Development, and place the same in PUD, Planned Unit Development to wit:

COMMENCING at the southwest corner of said Southwest Quarter;

THENCE North 00°19'29" West along the west line of said Southwest Quarter, a distance of 1689.16 feet to the **POINT OF BEGINNING**;

THENCE continuing North 00°19'29" West, along said west line, a distance of 652.55 feet to a point being 295.01 feet South 00°19'29" East of the northwest corner of the Southwest Quarter of said Section 16;

THENCE North 89°17'02" East a distance of 359.88 feet;

THENCE South 00°00'01" West a distance of 7.51 feet to a point of curvature;

THENCE around a curve to the left having a radius of 100.00 feet (said curve subtended by a chord which bears South 28°52'40" East, a distance of 96.59 feet) and an arc length of 100.80 feet to a point of reverse curvature;

THENCE around a curve to the right having a radius of 150.00 feet (said curve subtended by a chord which bears South 28°52'40" East, a distance of 144.88 feet) and an arc length of 151.20 feet;

THENCE South 00°00'01" West a distance of 387.68 feet to a point of curvature;

THENCE around a curve to the right having a radius of 150.00 feet (said curve subtended by a chord which bears South 09°04'50" West, a distance of 47.35 feet) and an arc length of 47.54 feet to a point of reverse curvature;

THENCE around a curve to the left having a radius of 100.00 feet (said curve subtended by a chord which bears South 16°39'17" West, a distance of 5.26 feet) and an arc length of 5.26 feet;

THENCE South 39°34'17" East a distance of 33.55 feet;

THENCE North 87°27'45" West a distance of 100.12 feet;

THENCE South 89°40'31" West a distance of 327.00 feet;

THENCE North 45°19'29" West a distance of 35.36 feet;

THENCE South 89°40'31" West a distance of 33.00 feet to the **POINT OF BEGINNING**.

Said tract contains 7.09 acres, more or less.

§ 5. Further, pursuant to the provisions of Section 36-509 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the PUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

DRAFT

SUBURBAN NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

Suburban Neighborhood Areas are where suburban residential subdivision development has or is likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but limited public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and traditional neighborhood design (TND).

GOALS

- Encourage areas with new development to have greater housing variety and a higher overall density.
- Provide for medium- to high-intensity residential development near the Core and major streets, transitioning to lower density, single-unit uses further from arterial streets.
- Foster retrofitting of these areas to promote moderate to high density where appropriate, and expand options for multi-modal transportation.
- Promote balanced commercial and business/industry uses with appropriate mixed-use development ar locally serving commercial establishments.

OPPORTUNITIES

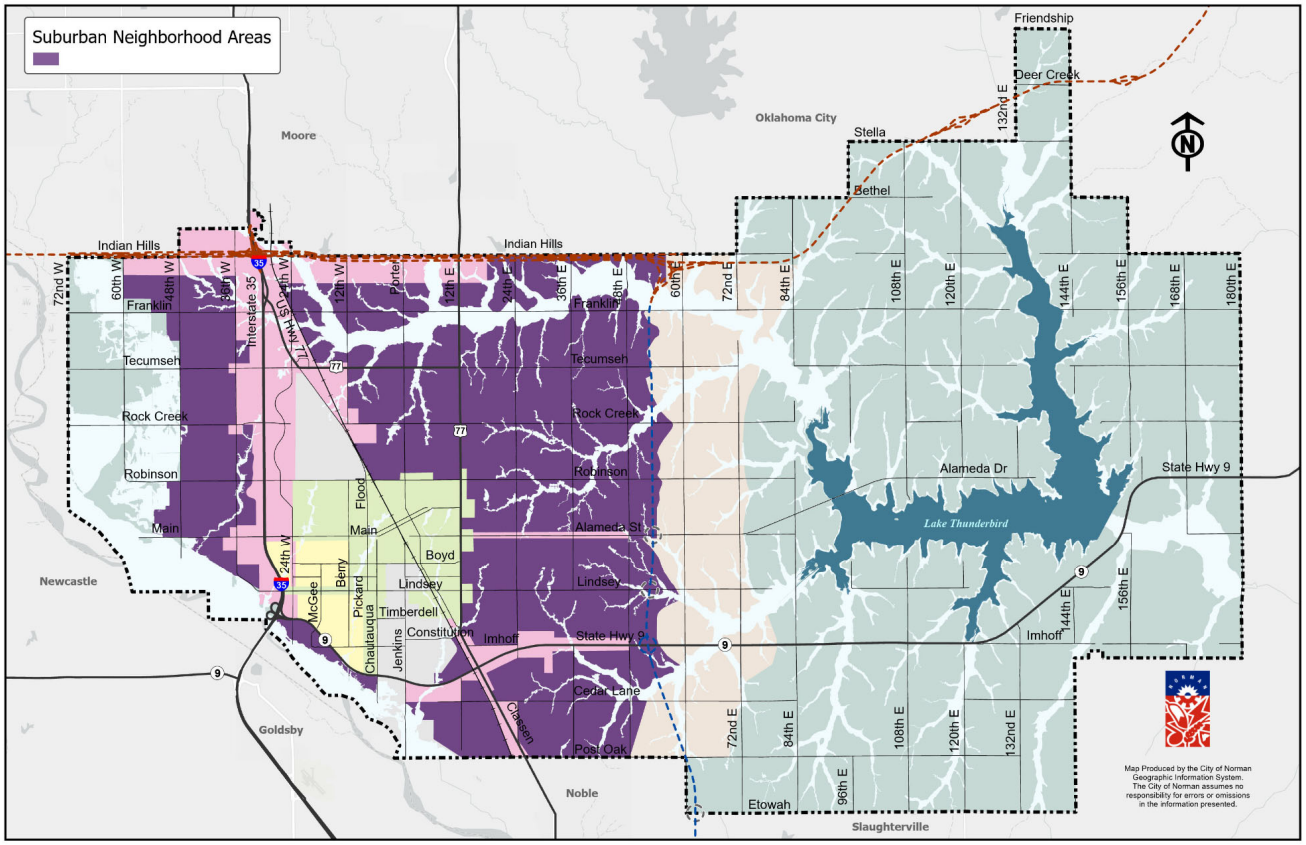
- Naturally occurring affordable housing options near Core, Classic, and Corridor Character Areas.
- Trail network connection possibilities.
- Greenfield development opportunities for efficient, compact subdivision design.

CHALLENGES

- Lack of a seamless multi-modal transportation network including safe, convenient, active and public transportation options results in an over-reliance on personal vehicles.

POLICIES

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
  - *Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.*
  - *The open spaces created around drainageways should be connected when feasible to create wildlife corridors.*
- Reduce the impact of higher intensity uses to



adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - *Prioritize preservation of existing mature street trees.*
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
  - *Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.*
  - *Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.*
- Encourage:
  - *More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.*
  - *Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.*
  - *Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.*
- As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists. Transportation accommodations should:
  - *Ensure interconnectivity between developments for local and collector streets.*
  - *Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.*
  - *Connect streets between land uses and include complete street approaches for undeveloped sites.*
  - *Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.*
  - *Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.*
  - *Use building and site design as transitions between commercial centers and adjacent residential areas, as opposed to distance.*
  - *Promote pedestrian access between buildings.*
  - *New, transformative housing developments must have multiple access points onto the road network to ensure adequate external connections to the larger neighborhood community.*
  - *Create incentives for establishing natural, undeveloped spaces for ecological conservation and interconnectedness of these areas across multiple developments (i.e. wildlife habitat corridors).*
  - *Protect and/or preserve wetlands when developing east towards the 2045 Reserve.*

ACTION ITEMS

- Continue to work with developers on dedication of park land for neighborhood parks.
- Based on the most recent Transportation Plan, expand access to public transit.
- Update regulations to:

LAND USE CATEGORY

Urban Low (UL)

DESCRIPTION & CONTEXT

An efficient, walkable pattern of lower-density urban development. Moderate to high building spacing and separation of uses, with further distances between destinations and fewer shared amenities.

- Low-intensity areas will be predominately residential over non-residential uses at compatible densities and scales.
- Gross densities in any single development should be greater than 3 units per acre.

BUILDING TYPES

Existing: All types of residential structures, primarily 1 or 2 story; single-story commercial, often with large parking lots, civic/institutional uses such as fire stations and schools are in close proximity.

New Development:

- Varied types of residential structures.
  - *Emphasis on single-unit detached and attached residential developments, including small-, standard, and large-lot single-unit detached, duplexes, and townhomes.*
- Attached housing may transition to higher intensities along collector and arterial streets, or adjacent to higher intensity uses.
  - *Attached housing may be allowed throughout a development to create variety.*
  - *Higher intensity multi-unit residential housing would be allowed when parcels are located along and with direct access to an arterial street.*
- 2 or 3 story commercial and higher density residential on arterials with limited parking areas.

SITE DESIGN

- It is critical that these locations take every opportunity to improve connectivity and help mitigate missing connections to nearby developed areas in order to strengthen neighborhood connectivity.
- The variety and diversity of housing stock should be improved as should the functionality of these areas, such as extensive street and sidewalk connections, a wider variety of lot sizes, and integration of and access to open spaces and other nearby activities should be incorporated into the design of new areas.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

Existing: The type and arrangement of streets means that almost all trips require a private vehicle to use at least one arterial road. Some of these areas have connections, or potential connections, to the regional trail network. Few of these areas have easy access to transit at this time.

Projected: A highly connected multi-modal network is required to support the current and future needs of these important areas. Improving access for pedestrians and bicyclists will be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

This UL Land Use supports a variety of public spaces including parks of various sizes, regional trails, natural areas including wildlife corridor, and walking paths.

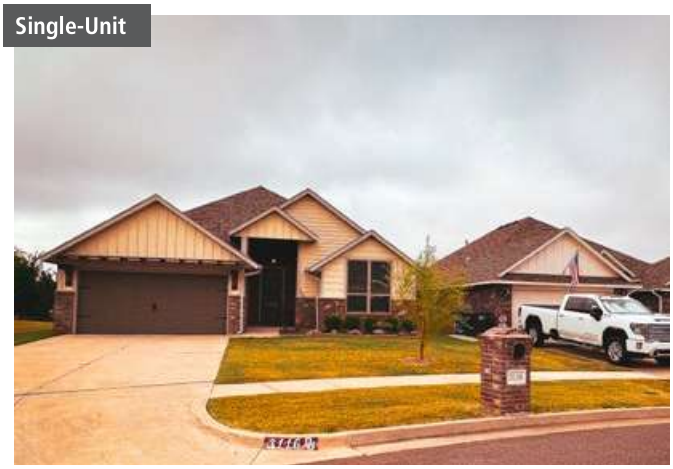
LOCATIONAL CRITERIA

- Low intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- Lower intensity residential uses are not appropriate along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Non-residential development is appropriate along arterial and collector streets, primarily at intersections.
- Urban Low is most compatible adjacent to: UM, RR, AR, UR, LCC, TOD, and OP.
- Urban Low is least compatible adjacent to: ULC, CBD, and C and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

ZONING DISTRICTS

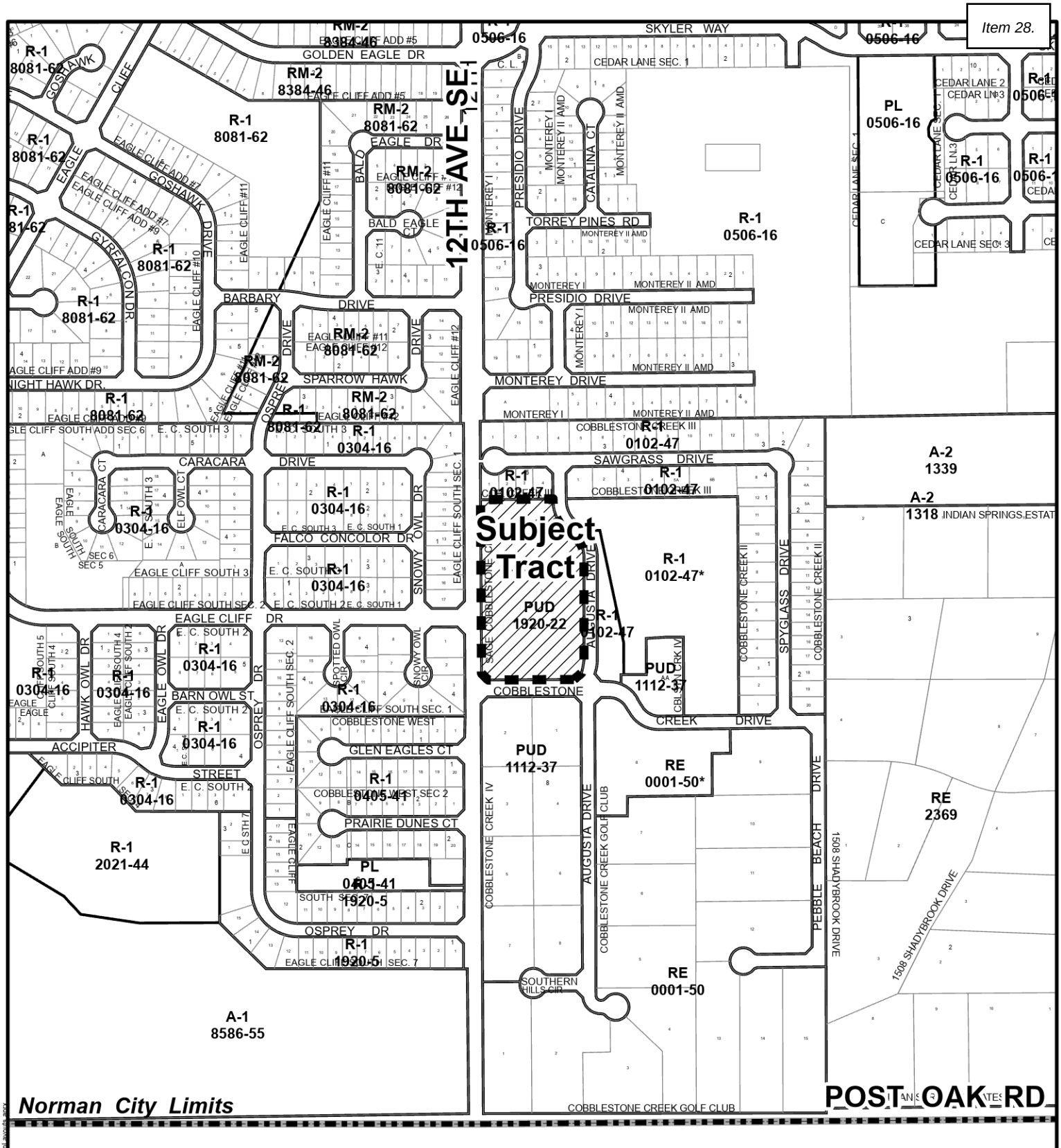
R-1	R-1-A	R-2	RO	O-1	CO	C-1				
MUD	PUD	SPUD	RM-4	C-2						
A-1	A-2	RE	RM-6	R-3	TC	CR	C-3	I-1	I-2	M-1

Single-Unit



Small Lot Single-Unit





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.

N W E S

July 8, 2026

0 250 500 Ft.

Subject Tract

COBBLESTONE CREEK SENIOR COMMUNITY

NORMAN, OKLAHOMA

APPLICANT:
JUNIPER SAGE AT COBBLESTONE CREEK, LLC

APPLICATION FOR:

AMENDED PLANNED UNIT DEVELOPMENT

Submitted September 9, 2019
October 5, 2019 Revision
July 29, 2026 Amendment
August 6, 2026 Amendment

PREPARED BY:

Joseph P. Krodel
FELLERS SNIDER BLANKENSHIP BAILEY & TIPPENS, P.C.
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Oklahoma City, OK 73102
Telephone: (405) 232-0621
Email: jkrodel@fellerssnider.com

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C. Green Space Plan

I. INTRODUCTION

Sage at Cobblestone Creek (the "Property") is an existing senior living multifamily complex. The site is bordered on the west by 12th Ave. SE, on the north by existing homes on Sawgrass Dr., on the east by Augusta Drive and on the south by Cobblestone Creek Dr. The three-story community currently features 168 senior independent living residences, amenities, and associated parking spaces.

Juniper Sage at Cobblestone Creek LLC (the "Owner"), the owner of the Property, wishes to amend the existing PUD (O-1920-22) (the "PUD") to add an additional use allowing for multifamily housing for all ages, not just seniors. The Owner does not request any alterations to the Property.

II. PROPERTY DESCRIPTION / GENERAL SITE CONDITIONS

A. Location

The subject "Property" lies in Ward 7 on the east side of 12th Ave. SE and north side of Cobblestone Creek Drive, just NE of the intersection of those two public streets in Norman, Oklahoma.

B. Existing Land Use and Zoning

The majority of the subject Property is currently Norman 2025 Planned under the High-Density Residential designation and currently zoned PUD to allow for multifamily senior living. To the south of the Property is Cobblestone Creek Section IV Addition on the south side of Cobblestone Creek Drive. To the west is 12th Ave. SE and then the Eagle Cliff South Addition consisting of single-family homes. To the north is Cobblestone Creek Section III Addition with single family homes along Sawgrass Drive. To the east is additional unplatted land and the Cobblestone Creek Golf Course, hole numbers 1-3, as well as the Open Space AA of Cobblestone Creek Section IV.

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. Drainage

Due to the Property being in the lower reach of the larger drainage basin, a fee in lieu of detention payment was paid at the time of final plat in 2020.

E. Utility Services

The Property is currently in operation as an age-restricted multifamily development and all existing utilities services will remain the same. The existing utilities services are compatible with the requested use.

F. Fire Protection Services

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

G. Traffic Circulation and Access

Primary vehicular access to the site is accessible via 12th Ave. SE. Secondary access to the site is accessible via two access points along Augusta Drive public right of way connecting Cobblestone Creek Drive to Sawgrass Drive.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property was initially developed to accommodate multifamily uses, specializing in senior living but this site is also suitable for general multifamily use. The Exhibits attached hereto, and as submitted by the Property civil engineer, SMC Consulting Engineers, P.C., are incorporated herein by reference and further depict the development.

A. Multifamily Residential District

The existing improvements in the PUD are shown on the attached Site Development Plan, **EXHIBIT A** hereto.

1. Uses; Design

The purpose for this Amendment to the PUD is to allow for multifamily dwelling without an age restriction on residency. The remaining and previously approved development regulations remain unchanged, as detailed below:

a. Density: The Property is developed with 168 residential units. No additional units are proposed.

b. Height: Structures may not exceed three stories of habitable building levels, plus additional heights for roof elements and structures, stair towers, mechanical units, building rooftop equipment, chimneys, communications equipment, and other non-habitable building elements. Roof-top HVAC units will be largely screened from view from single family residential properties in nearby Cobblestone Creek Addition lots. All structures on the Property have been built, as shown the Site Development Plan. No additional buildings are proposed.

c. Impervious Area: the total amount of impervious area, including all building footprints and impervious hard-paved areas, does not cover more than 75% of the Property and will remain unchanged. Currently, green space makes up 30.8% of the Site. See Exhibits A and C.

d. Accessory Buildings and Uses: Accessory buildings and uses include, but are not limited to, clubhouse, common gathering areas for residents, resident kitchen, coffee bar, library, media room, game room, meeting room, fitness room, wellness studio, pickleball court, dog park, resort style pool, maintenance and equipment rooms, exterior courtyards, parking and service areas, etc. (note: all of the listed uses may or may not be developed, pending final design). Accessory buildings must be accounted for without exceeding the maximum impervious coverage on the site.

e. Site Design: The site design of the Property will remain the same as currently shown on the Site Development Plan. No additional buildings are proposed.

f. Exterior Materials: The exterior materials in existence will remain the same. The Project utilized high-quality brick, stone, and hardy board as approved in the 2019 PUD.

g. Fencing: The project shall contain wrought iron or similar material fencing along Cobblestone Creek Dr., Augusta Dr., and 12th Ave. SE as shown on the Site Development Plan. This fencing shall not exceed eight (8) feet. The northern border of the Property shall contain a masonry wall as shown on the Site Development Plan.

2. Parking

Parking is accommodated with common area surface parking facilities within the site. The Applicant has provided substantial parking at a ratio of 1.2 parking spaces per unit, which amounts to 202 parking spaces, as shown on the Site Development Plan. The existing parking facilities will remain unchanged.

3. Dumpster and Trash Enclosures

The dumpster and trash enclosures will remain the same, as shown on the Site Development Plan.

B. <u>Miscellaneous Development Criteria</u>

1. Site Plan and Final Plat

The existing development was developed in accordance with the approved site plan. Applicant does not request any change to the same.

2. Open Space

The open space at the Property will remain the same as shown in the plans attached hereto as Exhibits A and C.

3. Signage

The existing signage will remain the same as shown in the plan attached hereto as Exhibit B.

4. Traffic access/circulation/parking and sidewalks

The existing access/circulation/parking and sidewalks will remain the same, as shown on the Site Development Plan.

5. Lighting

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

6. Landscaping

Landscaping shall be provided in conformity to City of Norman ordinances, as amended from time to time.

7. Parkland

The Norman Board of Parks Commissioners recommended fee in lieu of public parkland that was paid in 2020.

EXHIBIT A

Site Development Plan

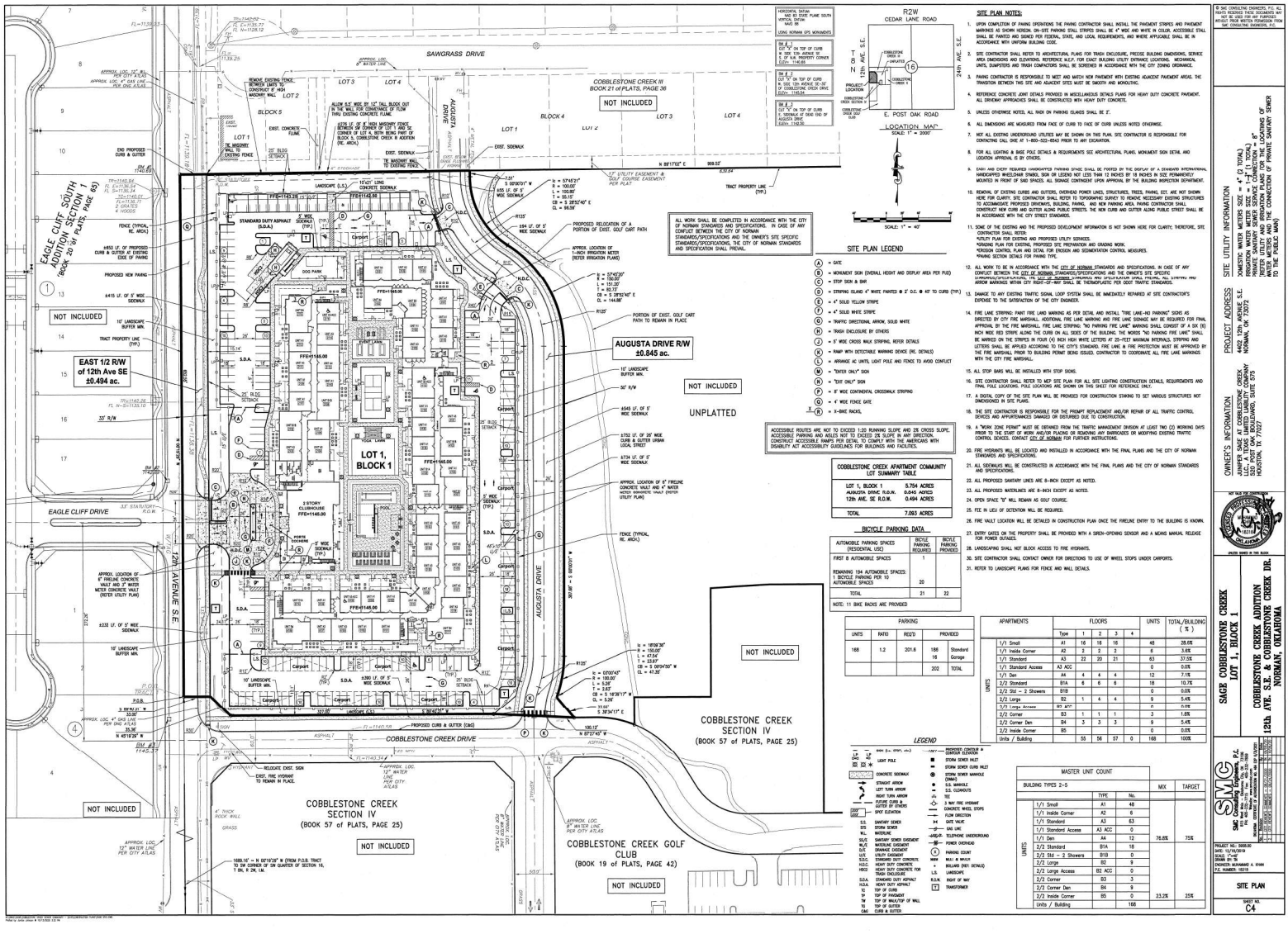

SAWGRASS DRIVE
COBBLESTONE CREEK III
BOOK 21 of PLATS, PAGE 36
NOT INCLUDED
EAGLE CLIFF SOUTH ADDITION SECTION 1
(BOOK 20 of PLATS, PAGE 65)
EAST 1/2 R/W of 12th Ave SE ±0.494 ac.
AUGUSTA DRIVE R/W ±0.845 ac.
UNPLATTED
LOT 1, BLOCK 1
2 STORY CLUBHOUSE FFE=1145.00
EAGLE CLIFF DRIVE
12th AVENUE S.E.
AUGUSTA DRIVE
COBBLESTONE CREEK DRIVE
COBBLESTONE CREEK SECTION IV
(BOOK 57 of PLATS, PAGE 25)
COBBLESTONE CREEK GOLF CLUB
(BOOK 19 of PLATS, PAGE 42)
COBBLESTONE CREEK SECTION IV
(BOOK 57 of PLATS, PAGE 25)
BLOCK 1
BLOCK 4
BLOCK 5
LOT 1
LOT 2
LOT 3
LOT 4
POOL
POOL HOUSE
LANDSCAPE (LS)
STANDARD DUTY ASPHALT (S.D.A.)
CARPORT
DOG PARK
TRACT PROPERTY LINE (TYP.)
PROPOSED RELOCATION OF A PORTION OF EXIST. GOLF CART PATH
PORTION OF EXIST. GOLF CART PATH TO REMAIN IN PLACE
APPROX. LOCATION OF 6" FIRELINE CONCRETE VAULT AND 4" WATER METER CONCRETE VAULT (REFER UTILITY PLAN)
FENCE (TYPICAL RE. ARCH.)
PROPOSED CURB & GUTTER AT EXISTING EDGE OF PAVING
PROPOSED NEW PAVING
EXIST. SIDEWALK
EXIST. CONCRETE FLUME
EXIST. CHAIN LINK FENCE
EXIST. BRICK FENCE
EXIST. WOOD FENCE
EXIST. METAL FENCE
EXIST. BUILDING
EXIST. CARPORT
EXIST. GAZEBO
EXIST. SHED
EXIST. TRASH ENCLOSURE
EXIST. TREE
EXIST. SIGN
EXIST. FIRE HYDRANT
EXIST. WATER VALVE
EXIST. SANITARY SEWER MANHOLE
EXIST. STORM SEWER MANHOLE
EXIST. SANITARY SEWER CLEANOUT
EXIST. STORM SEWER INLET
EXIST. STORM SEWER CURB INLET
EXIST. STORM SEWER JUNCTION BOX
EXIST. STORM SEWER CULVERT
EXIST. STORM SEWER OUTFALL
EXIST. WATER LINE
EXIST. SANITARY SEWER LINE
EXIST. GAS LINE
EXIST. OVERHEAD ELECTRIC LINE
EXIST. UNDERGROUND TELEPHONE LINE
EXIST. CONTOUR
EXIST. SPOT ELEVATION
EXIST. FLOW DIRECTION
EXIST. DRAINAGE DITCH
EXIST. 100-YR FLOODPLAIN
EXIST. 100-YR FLOODWAY
EXIST. 500-YR FLOODPLAIN
EXIST. 500-YR FLOODWAY
EXIST. 100-YR FLOODPLAIN (PER FIRM MAP)
EXIST. 500-YR FLOODPLAIN (PER FIRM MAP)
EXIST. 100-YR FLOODWAY (PER FIRM MAP)
EXIST. 500-YR FLOODWAY (PER FIRM MAP)

EXHIBIT B

Entry Signage Location

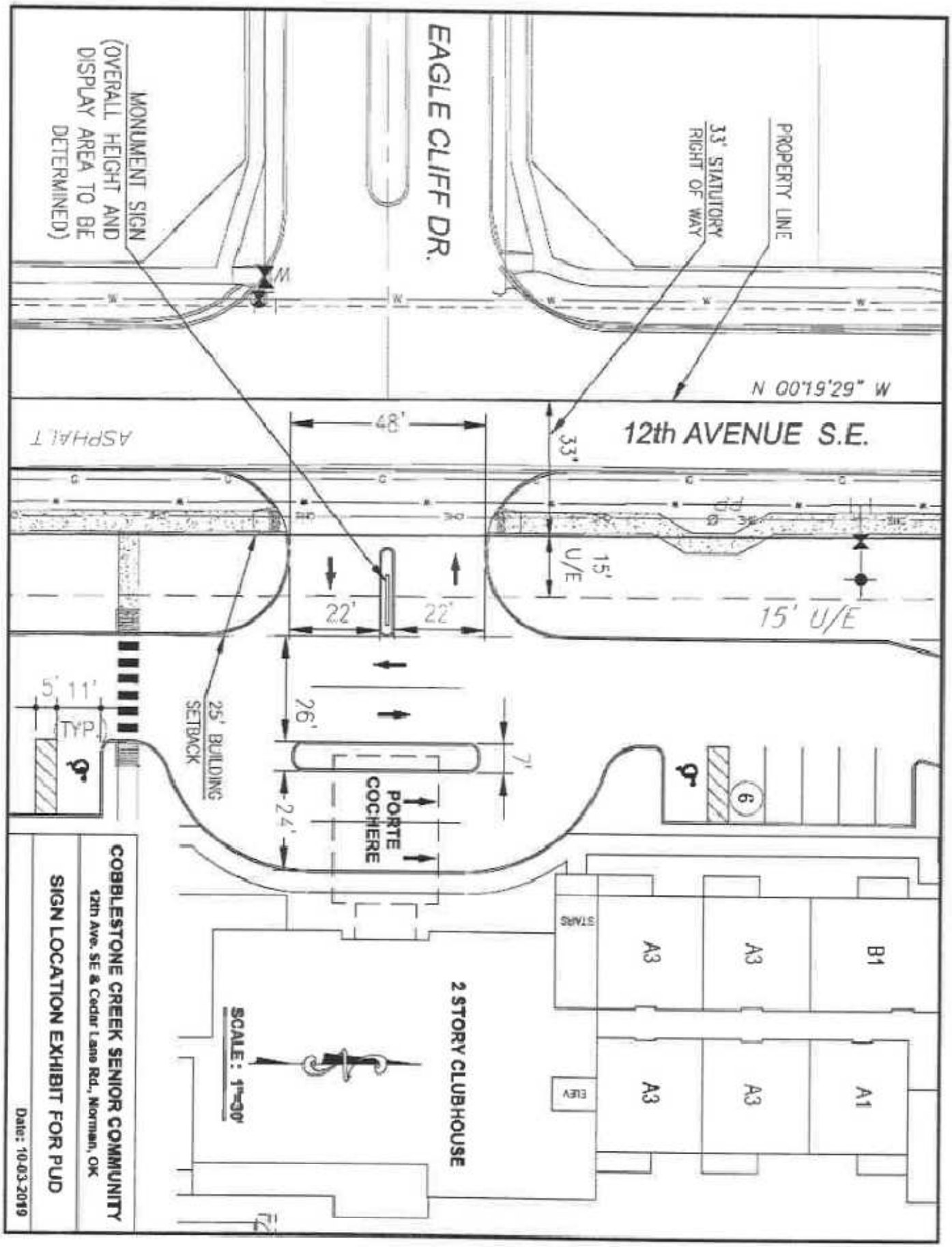
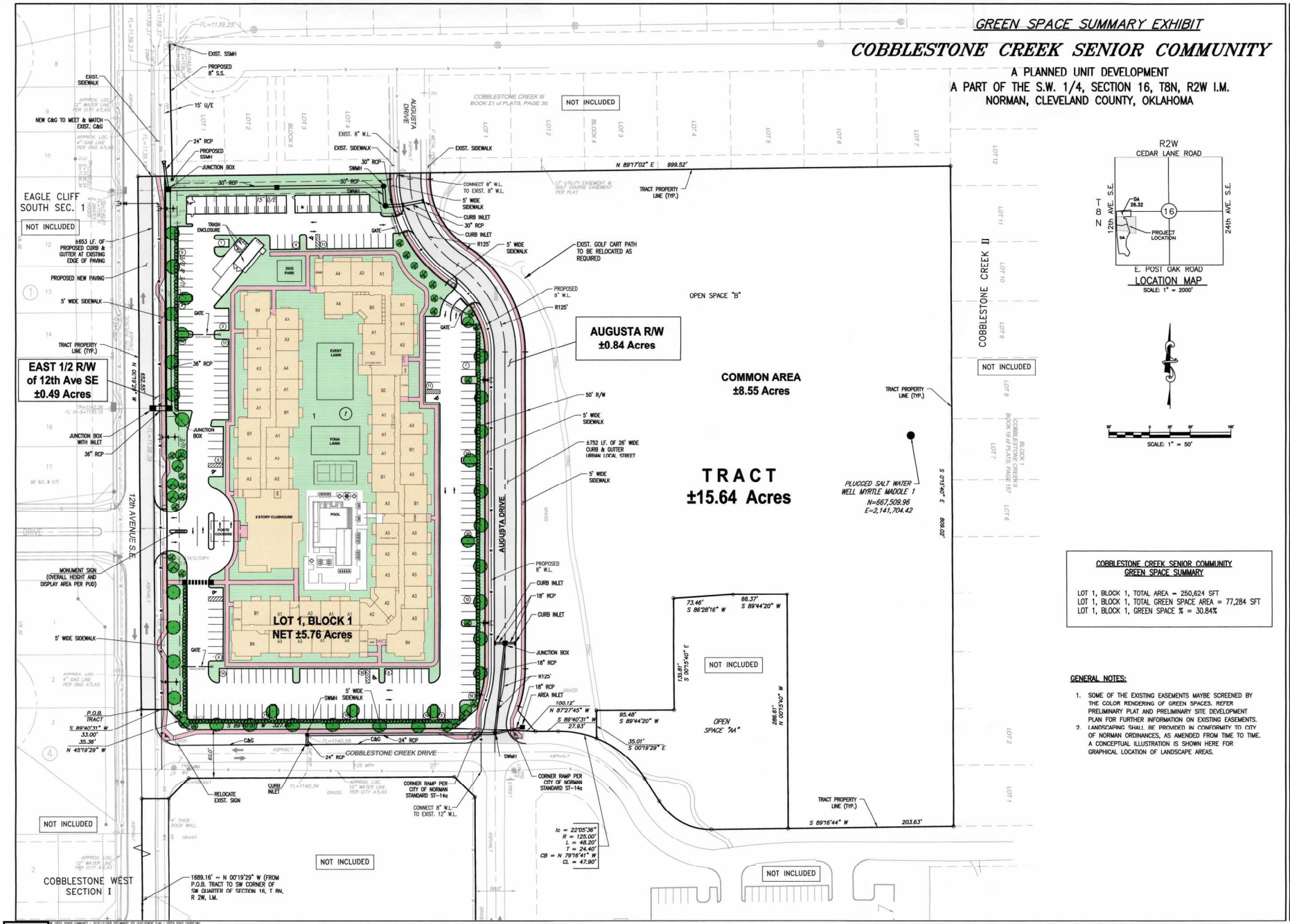

EAGLE CLIFF DR.
MONUMENT SIGN (OVERALL HEIGHT AND DISPLAY AREA TO BE DETERMINED)
33' STATUTORY RIGHT OF WAY
PROPERTY LINE
N 00°19'29" W
12th AVENUE S.E.
ASPHALT
48'
33'
15' U/E
22'
22'
15' U/E
26'
7'
24'
PORTE COCHERE
25' BUILDING SETBACK
5'
11'
TYP.
2 STORY CLUBHOUSE
STAIRS
A3
A3
B1
A3
A3
A1
ELEV.
SCALE: 1"=30'
COBBLESTONE CREEK SENIOR COMMUNITY
12th Ave. SE & Cedar Lane Rd., Norman, OK
SIGN LOCATION EXHIBIT FOR PUD
Date: 10-03-2019

EXHIBIT C

Green Space Plan


GREEN SPACE SUMMARY EXHIBIT
COBBLESTONE CREEK SENIOR COMMUNITY
A PLANNED UNIT DEVELOPMENT
A PART OF THE S.W. 1/4, SECTION 16, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
EAST 1/2 R/W of 12th Ave SE ±0.49 Acres
AUGUSTA R/W ±0.84 Acres
COMMON AREA ±8.55 Acres
TRACT ±15.64 Acres
LOT 1, BLOCK 1 NET ±5.76 Acres
OPEN SPACE "A"
OPEN SPACE "B"
NOT INCLUDED
EAGLE CLIFF SOUTH SEC. 1
COBBLESTONE WEST SECTION I
COBBLESTONE CREEK II
COBBLESTONE CREEK III
12th AVENUE S.E.
AUGUSTA DRIVE
COBBLESTONE CREEK DRIVE
EXIST. SSMH
PROPOSED 8" S.S.
15' U/E
EXIST. 8" W.L.
EXIST. SIDEWALK
30" RCP
SWMH
CONNECT 8" W.L. TO EXIST. 8" W.L.
5' WIDE SIDEWALK
CURB INLET
R125'
EXIST. GOLF CART PATH TO BE RELOCATED AS REQUIRED
PROPOSED 8" W.L.
TRACT PROPERTY LINE (TYP.)
N 89°17'02" E 999.52'
TRASH ENCLOSURE
GATE
DOG PARK
EVENT LAWN
YOGA LAWN
2 STORY CLUBHOUSE
POOL
PORTE COCHERE
PROPOSED NEW PAVING
±653 LF. OF PROPOSED CURB & GUTTER AT EXISTING EDGE OF PAVING
JUNCTION BOX
JUNCTION BOX WITH INLET
36" RCP
MONUMENT SIGN (OVERALL HEIGHT AND DISPLAY AREA PER PUD)
50' R/W
±752 LF. OF 26' WIDE CURB & GUTTER URBAN LOCAL STREET
18" RCP
AREA INLET
K125'
C&G
24" RCP
CORNER RAMP PER CITY OF NORMAN STANDARD ST-14a
CONNECT 8" W.L. TO EXIST. 12" W.L.
RELOCATE EXIST. SIGN
PLUGGED SALT WATER WELL MYRTLE MADOLE 1
N=667,509.96
E=2,141,704.42
S 0°14'07" E 808.20'
73.46' S 86°28'16" W
66.37' S 89°44'20" W
135.61' S 00°15'40" E
286.81' N 00°15'40" W
95.48' S 89°44'20" W
35.01' S 00°19'29" E
100.12' N 87°27'45" W
27.93' S 89°40'31" W
S 89°16'44" W 203.63'
P.O.B. TRACT S 89°40'31" W 33.00' 35.36' N 45°19'29" W
S 89°40'31" W 327.93'
1689.16' ~ N 00°19'29" W (FROM P.O.B. TRACT TO SW CORNER OF SW QUARTER OF SECTION 16, T 8N, R 2W, I.M.
lc = 22°05'36" R = 125.00' L = 48.20' T = 24.40' CB = N 79°16'41" W CL = 47.90'
R2W
CEDAR LANE ROAD
T 8 N
12th AVE. S.E.
24th AVE. S.E.
DA 26.32
16
8A
PROJECT LOCATION
E. POST OAK ROAD
LOCATION MAP
SCALE: 1" = 2000'
SCALE: 1" = 50'
COBBLESTONE CREEK SENIOR COMMUNITY GREEN SPACE SUMMARY
LOT 1, BLOCK 1, TOTAL AREA = 250,624 SFT
LOT 1, BLOCK 1, TOTAL GREEN SPACE AREA = 77,284 SFT
LOT 1, BLOCK 1, GREEN SPACE % = 30.84%
GENERAL NOTES:
1. SOME OF THE EXISTING EASEMENTS MAYBE SCREENED BY THE COLOR RENDERING OF GREEN SPACES. REFER PRELIMINARY PLAT AND PRELIMINARY SITE DEVELOPMENT PLAN FOR FURTHER INFORMATION ON EXISTING EASEMENTS.
2. LANDSCAPING SHALL BE PROVIDED IN CONFORMITY TO CITY OF NORMAN ORDINANCES, AS AMENDED FROM TIME TO TIME. A CONCEPTUAL ILLUSTRATION IS SHOWN HERE FOR GRAPHICAL LOCATION OF LANDSCAPE AREAS.
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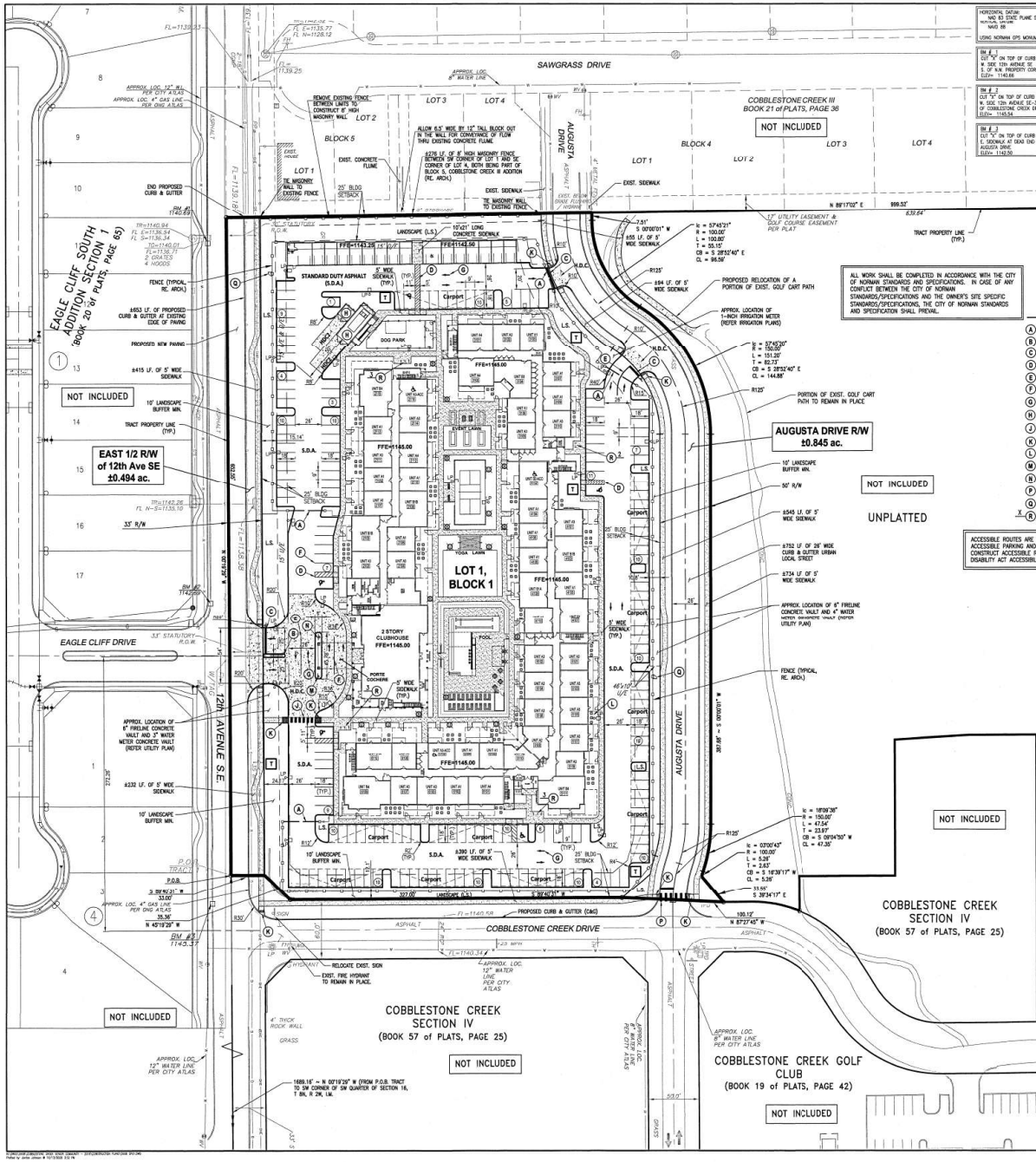
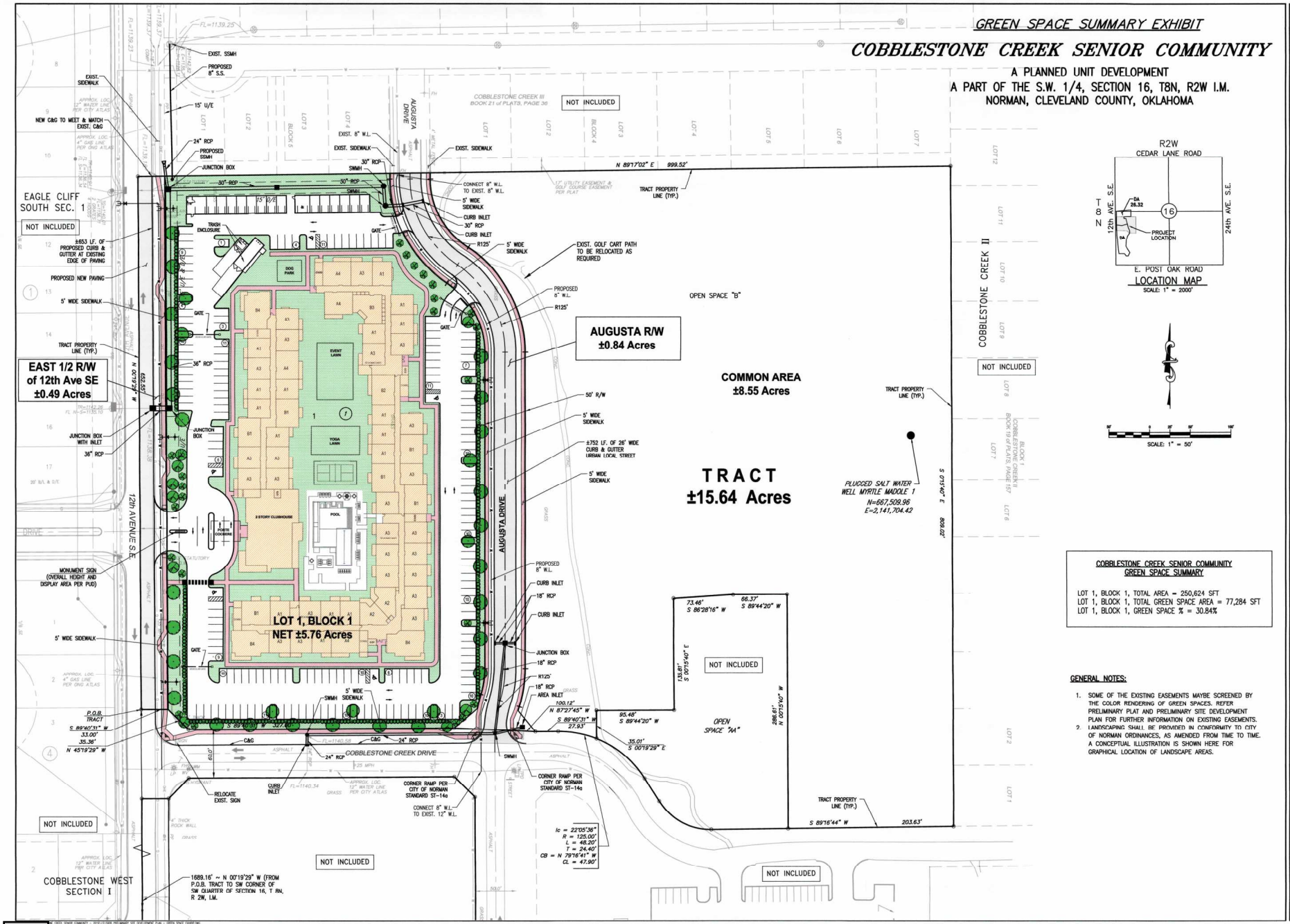
OWNER/ DEVELOPER:
CCDG, L.L.C.
4704 AUGUSTA DR.
NORMAN, OK. 73072
PHONE: (405) 923-2550
DESIGNED BY:
SMC Consulting Engineers, P.C.
815 W. MAIN
OKLAHOMA CITY, OK 73106
PHONE: (405) 232-7715
NOT VALID FOR CONSTRUCTION
MUHAMMAD A. KHAN
ENGINEER
18318
OKLAHOMA
UNLESS SIGNED IN THIS BLOCK
COBBLESTONE CREEK SENIOR COMMUNITY
12th AVE. S.E. & CEDAR LANE ROAD
NORMAN, OKLAHOMA
SMC Consulting Engineers, P.C.
815 W. Main, Oklahoma City, OK 73106
PH: 405-232-7715 FAX: 405-232-7399
Website: www.smcokc.com
OKLAHOMA CERTIFICATE OF AUTHORIZATION NO. CA 4M EXP 06/30/2021
No. Revision By Date
1 PER STAFF COMMENTS TN 10/30/19
2 PER STAFF COMMENTS TN 12/09/19
PROJECT NO.: 5908.00
DATE: 06/06/19
SCALE: 1" = 50'
DRAWN BY: TN
ENGINEER: MUHAMMAD A. KHAN, P.E.
P.E. NUMBER:18318
GREEN SPACE SUMMARY EXHIBIT


SAWGRASS DRIVE
COBBLESTONE CREEK III
BOOK 21 of PLATS, PAGE 36
NOT INCLUDED
BLOCK 5
BLOCK 4
LOT 1
LOT 2
LOT 3
LOT 4
AUGUSTA DRIVE
EXIST. SIDEWALK
EXIST. CONCRETE FLUME
REMOVE EXISTING FENCE BETWEEN LIMITS TO CONSTRUCT 8' HIGH MASONRY WALL
ALLOW 0.5' WIDE BY 12" TALL BLOCK OUT IN THE WALL FOR CONVEYANCE OF FLOW THRU EXISTING CONCRETE FLUME.
±276 LF. OF 8' HIGH MASONRY FENCE BETWEEN SW CORNER OF LOT 1 AND SE CORNER OF LOT 4, BOTH BEING PART OF BLOCK 5, COBBLESTONE CREEK III ADDITION (RE. ARCH.)
TIE MASONRY WALL TO EXISTING FENCE
25' BLDG SETBACK
EAGLE CLIFF SOUTH ADDITION SECTION 1 'BOOK 20' of PLATS, PAGE 65)
END PROPOSED CURB & GUTTER
FENCE (TYPICAL, RE. ARCH.)
±653 LF. OF PROPOSED CURB & GUTTER AT EXISTING EDGE OF PAVING
PROPOSED NEW PAVING
±415 LF. OF 5' WIDE SIDEWALK
NOT INCLUDED
10' LANDSCAPE BUFFER MIN.
TRACT PROPERTY LINE (TYP.)
EAST 1/2 R/W of 12th Ave SE ±0.494 ac.
33' R/W
EAGLE CLIFF DRIVE
33' STATUTORY R.O.W.
12th AVENUE S.E.
±232 LF. OF 5' WIDE SIDEWALK
APPROX. LOCATION OF 6" FIRELINE CONCRETE VAULT AND 3" WATER METER CONCRETE VAULT (REFER UTILITY PLAN)
P.O.B.
S 89°46'31" W 33.00'
N 45°19'29" W 35.36'
APPROX. LOC. 4" GAS LINE PER ONG ATLAS
RM #2 1143.32
APPROX. LOC. 12" WATER LINE PER CITY ATLAS
NOT INCLUDED
COBBLESTONE CREEK SECTION IV (BOOK 57 of PLATS, PAGE 25)
NOT INCLUDED
1689.16' = N 00°19'26" W (FROM P.O.B. TRACT TO SW CORNER OF SW QUARTER OF SECTION 16, T 8N, R 2W, I.M.
S 00°19'26" E 2639.10'
COBBLESTONE CREEK GOLF CLUB (BOOK 19 of PLATS, PAGE 42)
NOT INCLUDED
COBBLESTONE CREEK SECTION IV (BOOK 57 of PLATS, PAGE 25)
NOT INCLUDED
COBBLESTONE CREEK DRIVE
EXIST. FIRE HYDRANT TO REMAIN IN PLACE.
RELOCATE EXIST. SIGN
4' THICK ROCK WALL
GRASS
APPROX. LOC. 12" WATER LINE PER CITY ATLAS
APPROX. LOC. 8" WATER LINE PER CITY ATLAS
APPROX. LOC. 4" GAS LINE PER CITY ATLAS
APPROX. LOC. 8" WATER LINE PER CITY ATLAS
APPROX. LOC. 12" WATER LINE PER CITY ATLAS
APPROX. LOC. 8" WATER LINE PER CITY ATLAS
APPROX. LOC. 8" WATER LINE PER CITY ATLAS
APPROX. LOC. 8



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OWNER/ DEVELOPER:
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NORMAN, OK. 73072
PHONE: (405) 923-2550

DESIGNED BY:
SMC Consulting Engineers, P.C.
815 W. MAIN
OKLAHOMA CITY, OK 73106
PHONE: (405) 232-7715

NOT VALID FOR CONSTRUCTION
MUHAMMAD A. KHAN 18318 OKLAHOMA REGISTERED PROFESSIONAL ENGINEER
UNLESS SIGNED IN THIS BLOCK

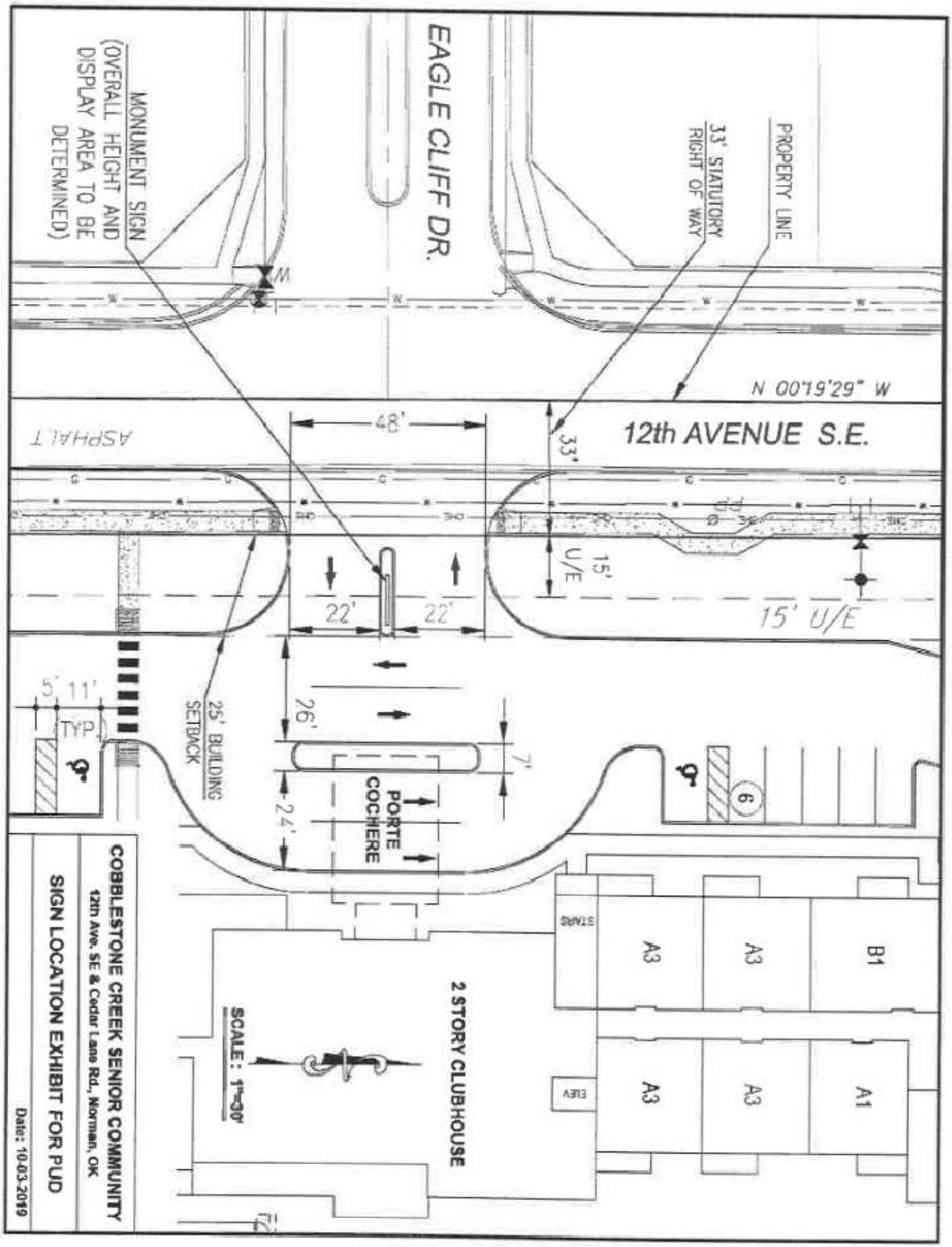
COBBLESTONE CREEK SENIOR COMMUNITY
12th AVE. S.E. & CEDAR LANE ROAD
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
815 W. Main, Oklahoma City, OK 73106
Ph: 405-232-7715 Fax: 405-232-7899
Website: www.smcokc.com
OKLAHOMA CERTIFICATE OF AUTHORIZATION NO. CA 4M EXP 06/30/2021

No.	Revision	By	Date
1	PER STAFF COMMENTS	TN	10/30/19
2	PER STAFF COMMENTS	TN	11/26/19

PROJECT NO.: 5908.00
DATE: 06/06/19
SCALE: 1" = 50'
DRAWN BY: TN
ENGINEER: MUHAMMAD A. KHAN, P.E.
P.E. NUMBER: 18318

GREEN SPACE SUMMARY EXHIBIT


EAGLE CLIFF DR.
MONUMENT SIGN
(OVERALL HEIGHT AND
DISPLAY AREA TO BE
DETERMINED)
33' STATUTORY
RIGHT OF WAY
PROPERTY LINE
N 00°19'29" W
12th AVENUE S.E.
ASPHALT
48'
33'
15'
U/E
22'
22'
15' U/E
26'
7'
24'
25' BUILDING
SETBACK
PORTE
COCHERE
5'
11'
TYP.
STAIRS
A3
A3
B1
2 STORY CLUBHOUSE
ELEV.
A3
A3
A1
SCALE: 1"=30'
COBBLESTONE CREEK SENIOR COMMUNITY
12th Ave. SE & Cedar Lane Rd., Norman, OK
SIGN LOCATION EXHIBIT FOR PUD
Date: 10-03-2019

Applicant: Juniper Sage at Cobblestone Creek, LLC

Project Location: 4403 12th Ave SE

Case Number: PD 26-19

Time: 5:30 P.M.

Applicant Representative:
Joe Krodel

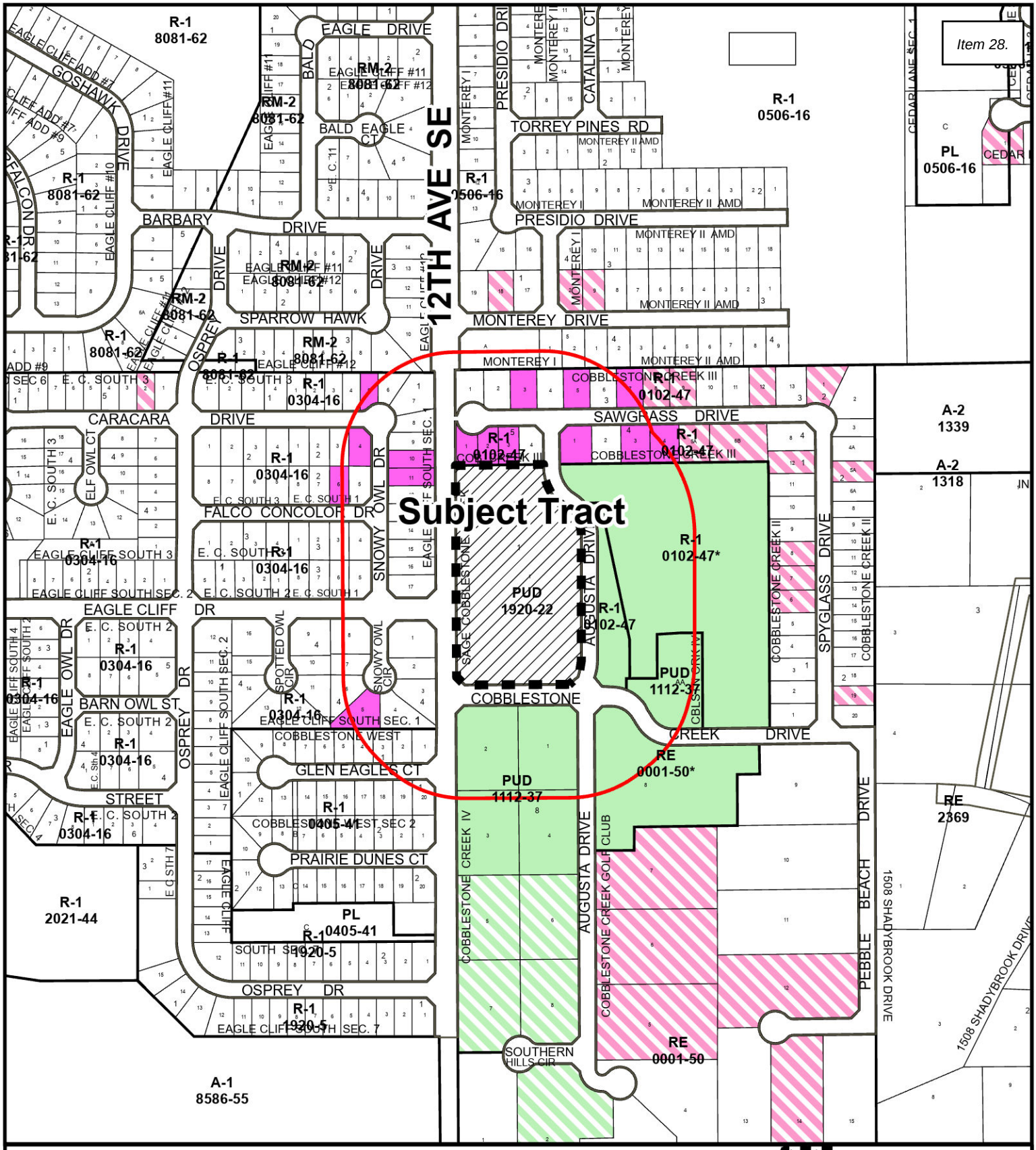
Attendees:
Jennifer Garn
Paula Braugh
Mary Garland
Lynn M Golbeck
Sally Ellis
Jerry & J.R Pack
Garland Pack Jr
Daniel Helmer
Brenda Helmer
Karen Nicholson
Eldie Lois Morris
Cynthia Warity
Machelle McQueen
Linda Wright
Leonard Wright
Linda Roop
Linda Brown
Ron & Marisa Kolar
Debbie Williams
Sonja Potts
Claudia Jenkins
Mike Jenkins
Donna Attaway
Luane Alexander
Bonni & Andrew A.
Darla Davis
Bobbye Homesley
Jim & Carma Taylor
Timothy Shannon
Candace Barrett
Tim Barrett
Amy Rice
Linda Parsons
Bill Block
Abanette Hendridson
Tracy & Jud Foster
Chris & Mimi Edwards
Erica Bird
Jolene Davis
Debbie Davis

City Staff:
Lora Hoggatt, Planning Services Manager
Beth Muckala, Assistant City Attorney III
Janita Hatley, Code Compliance Supervisor

Application Summary:
Juniper Sage at Cobblestone Creek, LLC requests an amendment to the existing PUD to remove the age restriction for multifamily uses and instead allow all ages.

Neighbors' Comments/Concerns/Responses:
Neighbors were curious why the age restriction change is happening now and if feasibility studies were conducted in 2019. The applicant explained studies were done but the market conditions since completion have shown the product is financially

nonviable. Residents of the existing facility explained they chose Cobblestone specifically for the age restriction of 55+ and do not want it to change. Neighbors surrounding the development expressed a similar sentiment. Neighbors and residents asked if there will be any kind of guarantees on who can live in the facility. The applicant explained the 55 age is a legislated number; other ages would be a violation of the Fair Housing Act. Residents and neighbors asked if the property management company is working on marketing and improving the website. The applicant said they have been and will continue efforts.



Protest & Support Map

14.3% Protest Within Notification Area

47.6% Support 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.

N W E S

0 200 400 Feet

August 11, 2026

- Subject Tract
- Notification Area
- Protest
- Protest Outside Notification Area
- Support
- Support Outside Notification Area

VERIFIED SUPPORT LETTER

August 7, 2026

Norman Planning Commission- Secretary
225 N. Webster Ave.
Norman, Oklahoma

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

RE: Letter of Support for Rezoning of Sage Cobblestone — Case No. PD26-19

Dear Members of the Norman Planning Commission:

My name is **Dr. Timothy M. Shannon**. I have lived at 4704 Augusta Drive in Norman, Oklahoma, for the past 22 years. I also own the following properties that either abut or lie near Sage Cobblestone:

- R0105710
- R0188373
- R0188372
- R0188371
- R0188370
- R0188369
- R0188368
- R0188367
- R0188366
- R0105716
- R0188374
- R0188982

I am writing to express my **support for the proposed rezoning of Sage Cobblestone, Case No. PD26-19**, and to provide some perspective as a longtime Norman resident, nearby property owner, and owner/operator of Cobblestone Creek Golf Club.

My History with Sage Cobblestone and This Area

I was personally involved in recruiting both **Sooner Station and Sage Cobblestone to Norman**. Before Sage Cobblestone was developed, two separate senior-living market studies were conducted, and the results appeared favorable. At the time, the project seemed to make considerable sense. Norman was, and continues to be, one of the fastest-growing areas of Oklahoma, and the property is located within an Opportunity Zone.

However, the reality of operating an age-restricted active-adult community has proven considerably more difficult than the original projections suggested.

Juniper Investment Group, the owner and developer of Sage Cobblestone, initially retained **Spa[illegible] Partners**, a management company specializing in developing and operating luxury active-adult

communities. Despite utilizing a management group with specialized expertise in this exact type of development, the community struggled.

A separate marketing firm specializing in active-adult communities was subsequently hired, yet the results remained disappointing.

If you combine those struggles along with the initial construction delays and cost overruns associated Covid, weather conditions, material shortages, etc.... you can understand how difficult this project has been. Juniper Investment Group has now spent approximately six years attempting to make the current business model work. Despite those efforts, Sage Cobblestone remains at only approximately **57% occupancy**.

It is important to understand that Juniper is not an inexperienced developer. Juniper oversees a portfolio of more than 40 properties representing approximately 8,000 multifamily units. The company also owns **Crown Ridge Apartments and Brookstone Cottages**, located just up the street from Sage Cobblestone. Those properties are not age-restricted, have only a relatively small percentage of college students, and have been successful.

I also believe it is worth recognizing the personal connection that Juniper's leadership has to Oklahoma and Norman. **Jay Rippeto, CEO of Juniper Investments, grew up in Oklahoma and has a strong affinity for Norman and the University of Oklahoma.** This is not simply an outside investment group with no connection to our community. Juniper's leadership has a genuine familiarity with Oklahoma and an interest in seeing its investments in Norman succeed over the long term.

Sage Cobblestone was Juniper's first active-adult development. After six years of experience, including the significant expense associated with specialized operators and specialized marketing, I believe it is understandable that Juniper would want to convert Sage to a multifamily model that is much more consistent with its experience and proven success.

Supporting the Property Does Not Mean Disregarding Current Residents

I also understand and respect the concerns being expressed by some of the current residents of Sage Cobblestone.

Many of the residents currently oppose removing the age restriction. At the same time, many of those same residents clearly like the community, the facilities, their homes, and the lifestyle Sage provides—and **they want to remain there**.

I believe that distinction is important.

The question before the Planning Commission is not whether Sage is a good place for seniors. Clearly,

it is. The question is whether maintaining an age restriction that has resulted in a development operating at approximately 57% occupancy is the best long-term solution for the property, its residents, its owner, and the surrounding community.

I believe it is not.

Allowing the property to become an all-ages community does not mean that seniors will no longer live there. Rather, it provides the owner with a much larger and more sustainable pool of potential residents while allowing the current residents who enjoy Sage to remain in the community they have chosen.

Intergenerational Communities Can Be a Positive

There is also a broader perspective worth considering. Some of the world's areas known for exceptional longevity—often referred to as **Blue Zones**—have social structures in which older adults remain integrated into communities that include people of different ages rather than being isolated exclusively with other seniors.

Intergenerational living can provide meaningful social interaction, family connections, activity, and a greater sense of community. Seniors do not necessarily need to live in an isolated age-restricted environment to have a high quality of life.

In my opinion, allowing Sage Cobblestone to become an all-ages community does not mean abandoning the senior population it currently serves. It simply allows seniors to live alongside other age groups while giving the property a larger and more sustainable pool of potential residents.

Who Is Likely to Rent at Sage?

I also understand the concern that removing the age restriction could fundamentally change the character of the community.

I do not believe that will happen to the degree some may fear.

Sage Cobblestone consists of **168 units—128 one-bedroom units and 40 two-bedroom units**. The design and unit mix naturally appeal to a particular type of renter.

This is not a large apartment complex dominated by three- and four-bedroom units that would naturally attract large numbers of young families or groups of college students.

While younger renters certainly could live there, the type of units and the overall character of the development are much more likely to attract professionals, empty nesters, young couples, singl

adults, older adults, and other individuals who want a quality, well-maintained community.

The fact that an apartment community technically becomes available to all ages does not mean that every age group will suddenly choose to live there.

In particular, I do not believe Sage's physical design and predominantly one-bedroom unit mix make it the type of community that would naturally become a destination for large numbers of college students or young roommates.

The Long-Term Financial Health of the Development Matters

Sage Cobblestone represents an investment of more than **$30 million**. I believe the success of that investment is important not only to Juniper Investment Group but also to the surrounding neighborhood and Norman as a whole.

A failed or financially distressed development of this size would not be good for surrounding property values.

It is also important to understand that simply lowering rents to increase occupancy is not necessarily a sustainable solution.

There is a significant difference between **filling apartments and operating a financially healthy community**.

If rents are reduced substantially simply to increase occupancy, the property may generate additional residents but not necessarily enough additional operating income to adequately maintain the property, grounds, amenities, staffing, and overall standards expected of a development of this quality.

The goal should not simply be maximum occupancy at any price. The goal should be a **sustainable occupancy level that produces sufficient operating income to maintain Sage Cobblestone as a high-quality property for decades to come**.

Traffic Concerns

I also understand the concerns regarding traffic.

However, I believe the traffic impact of students and retirees is likely to be substantially less than some of the concerns suggest.

Traditional working residents tend to generate traffic during the morning and afternoon/evening peak periods—when people are leaving for work and returning home.

Retirees generally have much more flexible schedules and are less likely to generate traffic du those peak periods. Students also have schedules that vary significantly from day to day and from semester to semester. Their travel patterns are not necessarily concentrated in the traditional 8-to-5 commuter periods.

In other words, adding some younger residents does not automatically translate into a proportional increase in peak-hour traffic.

I would also point out that many of the traffic and parking concerns being expressed today are very similar to concerns that were raised when Sage Cobblestone was originally proposed and zoned. After watching the development operate for years, many of those anticipated problems have simply **not materialized to the degree that was feared**.

Sage Cobblestone and Cobblestone Creek Golf Club

The success of Sage Cobblestone is also personally important to me because of its relationship with **Cobblestone Creek Golf Club** and, more broadly, to the financial health of our entire neighborhood.

One of the things that is often misunderstood by people who live near Cobblestone, and even by some newer homeowners within Cobblestone, is the **symbiotic financial relationship between Sage Cobblestone and the golf course**.

Cobblestone Creek is a relatively unusual community. We have only **78 residential lots** helping support the maintenance and upkeep of more than **20 acres of common area associated with the golf course**. Every homeowner within Cobblestone Creek pays homeowner dues, and those dues help sustain the golf course and common areas that are an important part of the character and value of our neighborhood.

That is a significant financial responsibility for only 78 homeowners.

I have personally lived through the financial difficulties and eventual bankruptcy and collapse of Cobblestone Creek Golf Course from approximately **2008 through 2012**. I understand firsthand how difficult it can be to maintain a golf course and more than 20 acres of common area when the number of homeowners sharing that financial responsibility is relatively small.

When Sage Cobblestone was developed, it provided an important opportunity to **increase the density of the surrounding community and create an additional source of financial support for the golf course and common areas**. That relationship has benefited both developments.

Sage Cobblestone currently provides approximately **$35,000 annually** through its social membe

arrangement with Cobblestone Creek. Those funds help support the maintenance of our common areas and the overall viability of the golf course.

Despite Sage's own financial struggles, they have remained consistent in providing this financial support.

In fact, despite COVID, inflation, and the significant increase in the cost of maintaining a golf course and common areas, **we have not had to increase Cobblestone Creek homeowner dues in more than 10 years**. Sage's continued financial support has been an important part of our ability to maintain that stability.

I believe this relationship is important for the Planning Commission to understand because the financial success of Sage Cobblestone has implications beyond the boundaries of the Sage property itself. A financially healthy Sage helps support a financially healthier Cobblestone Creek, while a struggling or failed Sage development could place additional financial pressure on the relatively small number of homeowners responsible for maintaining our common areas.

Many of the neighbors surrounding Cobblestone, and even some newer homeowners within Cobblestone itself, are simply unaware of this relationship. They see Sage Cobblestone as a neighboring development, but they may not realize that its success contributes directly to the long-term sustainability of the golf course and the common areas that help define our neighborhood.

For me, this is not simply about protecting a business interest. I have invested in this community for more than two decades. I have lived through the golf course's bankruptcy, I have seen what happens when the financial model does not work, and I understand the importance of having enough people and enough economic activity within the surrounding community to support the infrastructure and amenities we all enjoy.

A Long-Term Perspective

I love this area. I love my neighbors. I have invested heavily in this community, and I want nothing more than to see this entire area of Norman thrive.

I also understand many of the concerns being expressed today because I heard many of the same concerns years ago when we were working to obtain the original zoning and approvals for Sage Cobblestone.

Traffic.

Parking.

The impact on surrounding properties.

Changes to the character of the neighborhood.

Those concerns were very real at the time. Yet, after watching Sage operate for years, many of those anticipated problems have simply **not materialized to the degree that was feared**.

That experience has shaped my perspective.

Change and fear are incredibly powerful motivators. They can cause us to focus primarily on what might go wrong rather than on what could go right.

But our responsibility as community leaders and property owners is to think beyond the immediate moment and consider the **best long-term outcome for Norman**.

I believe Norman needs to be a community that is willing to adapt when a particular development model has not worked as intended. The fact that a project was originally designed for one purpose does not mean that purpose should remain permanently fixed when market conditions and experience demonstrate that another model may be more successful.

I believe the proposed rezoning represents an opportunity to take a struggling development and give it a much better chance of becoming a successful, sustainable part of the Norman community.

Allowing Sage Cobblestone to transition to an all-ages community provides the best opportunity to:

- Stabilize a $30+ million development;
- Protect surrounding property values;
- Preserve the quality and long-term viability of the Sage property;
- Allow current senior residents who love Sage to remain there;
- Create a broader and more sustainable pool of prospective residents;
- Maintain Sage's important financial support of Cobblestone Creek;
- Reduce the potential financial burden on Cobblestone's 78 homeowners;
- Preserve and maintain more than 20 acres of common area and golf course property; and
- Strengthen the long-term health and sustainability of this portion of Norman.

I believe that is a better outcome for everyone involved.

Change does not always produce the outcome we fear, just as maintaining the status quo does not always produce the outcome we hope for. In this case, I believe **forward thinking and a willingness to adapt provide the best opportunity for a positive long-term outcome**.

For all of these reasons, I respectfully ask the **Norman Planning Commission to approve the**

rezoning request for Sage Cobblestone, Case No. PD26-19.

Thank you for your time, consideration, and service to our community.

Respectfully,



Timothy M. Shannon, DDS, MS
Orthodontist
Owner/Operator, Cobblestone Creek Golf Club
1350 Cobblestone Creek Dr. - clubhouse
4704 Augusta Dr. - personal residence
Norman, Oklahoma 73072

SIGNATURE AND OWNERSHIP PAGE

RE: Letter of Support for Rezoning of Sage Cobblestone — Case No. PD26-19

I, **Timothy M. Shannon, DDS, MS**, am a longtime Norman resident, property owner, and owner/operator of Cobblestone Creek Golf Club.

I further confirm that I am the **Owner, Operator, and/or Managing Member** of the following entities:

Shannon Family Trust

CCDG, LLC

Cobblestone Event Center, LLC

I have a significant personal and financial interest in the long-term success, stability, and viability of the Cobblestone Creek and Sage Cobblestone communities. My support for the proposed rezoning of Sage Cobblestone is based on my more than 22 years as a Norman resident, my ownership of property in and around the area, my experience as the owner/operator of Cobblestone Creek Golf Club, and my firsthand knowledge of the history and financial challenges affecting this community.

I respectfully submit this letter to the Norman Planning Commission in support of **Case No. PD26-19** and respectfully request consideration of the information and perspective provided herein.

Respectfully submitted,

Timothy M. Shannon, DDS, MS

Date: 5/16/26

Orthodontist
Owner/Operator, Cobblestone Creek Golf Club
Owner / Operator / Managing Member of:
Shannon Family Trust
CCDG, LLC
Cobblestone Event Center, LLC
Norman, Oklahoma

VERIFIED

PROTEST LETTERS

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Scott Feille
(Signature)

Scott Feille
[Printed Name]

1320 Skyler Way 73072
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 -RW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Karen L Cole

[Printed Name}

1404 Skyler Way

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 gw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Clint Robinson
[Printed Name}

1309 Sawgrass Dr. Norman, Ok
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

STEVEN GUTHRIE
[Printed Name}

1312 SAWGRASS DR.
[Property Address]
1400 SKYLER WAY

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 SW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Garland Pack Jr
(Signature)

Garland Pack Jr. - TRUSTEE GARLAND PACK JR. TRUST
[Printed Name}

4601 Augusta Dr.
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

SAMUEL NOTT - TRUSTE SAMUEL LEE NOTT REV. TRUST
[Printed Name}

4551 AUGUSTA DR.
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 ~dw

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Gary Tyler
[Printed Name]

4316 Spyglass Dr. Norman 73072
[Property Address]

NOTE: HOME SOLD ON 7/6/2026
~~NEW OWNER NOT LISTED~~
~~YET ON CLEVELAND CO.~~
~~APPRAISAL SITE YET.~~
COPY OF DEED ATTACHED

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,



(Signature)

Rob Goodner

[Printed Name}

1404 Sawgrass Drive

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-KW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Darrel Schreiner
(Signature)

Darrel Schreiner
[Printed Name}

4651 Augusta Dr
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-RW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Roy Donovan

[Printed Name}

4312 Spyglass Drive 73072

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Sally E Ellis
(Signature)

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

Sally Ellis
[Printed Name}

1413 Sawgrass dr. Norman Ok 73072
[Property Address]

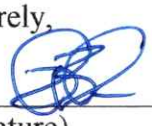
Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,



(Signature)

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

BRANDON FISHER

[Printed Name}

1308 SAWGRASS NORMAN, OK 73072

[Property Address]

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Wendy Oldham
(Signature)

WENDY OLDHAM
[Printed Name]

1313 SAWGRASS DR.
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Karen Miyamura
(Signature)

Karen Miyamura
[Printed Name}

1400 Sawgrass Dr
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 SW

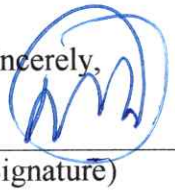
Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,



(Signature)

Daniel Michael

[Printed Name}

4412 Snowy Owl Cir, 73072

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 -kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Julie Yocom
[Printed Name}

1112 Caracara Dr. [redacted]
Norman, OK 73072
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 sw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Laurie Andrews

[Printed Name}

1309 Monterey Dr.

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Denise Fuchs
(Signature)

Denise Fuchs
[Printed Name}

1205 Monterey Drive
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 tw

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-KW

Secretary
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff,

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Eric Morrison Lisa E Barnes

(Signature)

ERIC MORRISON LISA E BARNES

(Printed Name)

1209 SAWGRASS DR., NORMAN, OK 73072

(Address of Property)

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

August 2, 2026

Norman Planning Commission
225 N. Webster
Norman, OK 73069

Re: Protest of Rezoning Request to Remove Age-Restricted Occupancy Requirements at: Sage Cobblestone 4404 12th Ave SE

To the Honorable Members of the Norman Planning Commission:

I am writing to express my opposition to the requested rezoning that would remove the age-restricted occupancy designation for the apartment community adjoining my property.

I want to begin by stating that my comments are not a criticism of the ownership or management of this development. Since its construction, I have viewed the community as a positive addition to the area. It has been well maintained, professionally operated, and, in my experience, a good neighbor. I appreciate the investment that has been made in the property and the quality of the development.

My concern is not with the apartment complex itself, but with the proposed change to one of the primary characteristics that formed the basis for neighborhood support when the project was originally approved.

As an adjoining property owner, I distinctly recall that the development was presented as housing intended for residents age 55 and older. That commitment significantly influenced the level of support from neighboring property owners in comparison to the previous development proposal that was considered. The expectation was that the age-restricted nature of the community would result in a quieter residential environment with fewer impacts typically associated with conventional multifamily housing. Whether one agrees with those assumptions or not, they were an important part of the discussion and the public understanding of the project.

While the physical buildings and site layout may remain unchanged, this request represents a significant change in the development concept that was originally presented to the public. Zoning decisions are based not only on architecture and site design, but also on the anticipated operation and character of a development. In this case, the age-restricted nature of the community was repeatedly emphasized as a defining feature that distinguished it from a conventional apartment complex. That distinction played an important role in building neighborhood support. Removing that characteristic after the project has been approved and occupied changes a fundamental aspect of the development that neighboring property owners reasonably relied upon during the original zoning process.

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-24

What makes this request particularly difficult to support is that federal law already provides considerable flexibility through the Housing for Older Persons Act (HOPA). A community may continue to qualify as "55 and older" provided that at least **80 percent of the occupied units** are occupied by at least one person who is 55 years of age or older. Up to **20 percent of the occupied units** may be occupied by households that do not meet the age requirement while still preserving the community's status as housing for older persons.

This existing flexibility appears to provide a meaningful opportunity to address leasing challenges while preserving the character and purpose of the community as it was originally approved. It is not evident from the application that the owner has fully utilized—or even seriously attempted to utilize—this flexibility before requesting that the age-restricted designation be eliminated entirely. In particular, the applicant has not demonstrated that it has actively marketed the allowable 20 percent of units to qualified households under the age of 55 while maintaining compliance with the federal 80 percent occupancy standard. Before asking the City to remove a defining element of the zoning approval, the applicant should first demonstrate that it has made a good-faith effort to operate successfully within the flexibility already afforded under federal law.

In my opinion, removing the restriction should be considered only after demonstrating that reasonable efforts have been made to operate successfully within the existing regulatory framework. No such demonstration has been provided.

The issue before you is larger than this individual property. It concerns the expectations established during the original zoning process. Adjacent property owners relied upon the representations made regarding the nature of this development. Altering those representations after the fact undermines confidence in the zoning process. If applicants are permitted to obtain neighborhood support by emphasizing specific operational characteristics and later remove those characteristics through a rezoning request, it becomes more difficult for residents to place confidence in similar commitments made during future land use cases.

I continue to support the apartment community and sincerely hope it remains successful. However, I respectfully ask that the Planning Commission and City Council deny the requested rezoning and encourage the owner to fully utilize the flexibility already available under federal law for 55-and-older communities before considering such a significant change.

Thank you for your consideration of my comments.

Respectfully submitted,

Lisa D. Krieg
Owner, 1208 Sawgrass Drive
Norman, OK 73072

FILED IN THE OFFICE
OF THE CITY CLERK
ON 07/30/26-KW

Secretary
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff,

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

* REVOCABLE TRUST TRUSTEES

James Taylor Carma L. Taylor
(Signature)

JAMES TAYLOR Carma L. Taylor
(Printed Name)

1204 SAWGRASS DRIVE NORMAN, OK 73072
(Address of Property)

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Stanley D. Burgess

(Signature)

STANLEY D. BURGESS
WAYNE BURGESS
[Printed Name}

1305 MONTEREY DR.
[Property Address]

(1305)

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/24 -kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

TRUSTEE

(Signature)

BOBBY WILLIAMS

[Printed Name}

WILLIAMS REVOCABLE TRUST

4212 SPYGLASS DR.

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 @ 2PM

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,
Lauren Champeau
(Signature)

Nathan Champeau
Lauren Champeau
[Printed Name}

1421 Sawgrass Dr.
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 8W

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

[optional discussion]

Sincerely,

Tracey I Veal Trustee
(Signature)

FILED IN THE OFFICE OF THE CITY CLERK
ON 08/03/26 RW

TRACEY I. VEAL REVOCABLE TRUST
[Printed Name]

1404 Pebble Beach Dr Norman, OK 73072
[Property Address]

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Trustee

(Signature)

Charles E Ravell

[Printed Name} Charles & Kathryn Living Trust

1781 Sawgrass Point

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 RW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

GARRY CRAIG TURNEY
[Printed Name} THE TURNEY FAMILY REVOCABLE TRUST

4650 PEBBLE BEACH
[Property Address]

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/05/26-KW

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Mary A. Dobbins
(Signature)

Mary Dobbins
[Printed Name]

4417 Spyglass Dr
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/05/26 KW

Secretary
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff,

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

The George R. + Marisa D. Kolar Family Trust
George R. Kolar, Trustee, Marisa D. Kolar, Trustee
(Signature)

George R. Kolar Marisa D. Kolar
(Printed Name)

1301 Sawgrass Dr, Norman, OK 73072
(Address of Property)

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/06/26-RW

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely, x David B. Helmer
x Brenda A. Helmer
(Signature)

Daniel B. Helmer Trustee/
Brenda A. Helmer Trustee
[Printed Name}

1117 Caracara Dr. Norman OK 73072
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26 kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Christine Bacci
(Signature)

Christine Bacci
[Printed Name}

1300 Sawgrass Dr
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26 LW

DATED: 08/04/2026

REF: Rezoning Request of 4403 12th Ave S.E. Norman, OK

To Whom it may concern,

I am writing this letter to express my opposition to the requested rezoning made by Juniper Sage at Cobblestone Creek, LLC. I believe permitting the removal of the 55+ age restriction will negatively affect the peace and wellbeing of current residents of Sage Cobblestone and the surrounding neighborhood.

Thank you for your consideration.

Mitchell B. Gulliver
mbgulliver2@gmail.com
405-323-1663
1602 Zayden Ln
Norman, OK 73072

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26 gw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Joshua Lockett

[Printed Name}

4308 Spyglass Dr.

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Angela Hernandez
(Signature)

ANGELA HERNANDEZ
[Printed Name}

4217 Snowy Owl
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Andrea Parsons
(Signature)

Andrea Parsons
[Printed Name}

1109 Falco Concolor
[Property Address]

City of Norman Secretary
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26 - RW

RE: Sage Cobblestone Rezoning Request (Case Number PD26-19)

Dear Planning Commission Staff,

I am writing to express my opposition to the proposed removal of the 55+ age restriction for Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

I work in geriatric care. I believe the original decision to have the zoning for 55+ living is essentially important to this city as we honor this age group and that we meet their specific needs. The City has done an exceptional job at meeting many of the other age but this is an area that still needs attention and support. Sage has been designed for active seniors. This is vitally important. Please do not neglect appropriate living space for them. I am against the proposal for these reasons.

Thank you for your attention to this matter.

Angela Magarian 7/30/2026

Angela Magarian
1200 Sawgrass Drive
Norman,OK 73072
405-4473-0317

August 3, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-RW

Secretary
Norman Planning Commission
225 N Webster
Norman Oklahoma 73069

Re: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commisssion Staff,

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Carol W Bohley

Carol W Bohley ~~trustee~~
4217 Spyglass
Norman Ok 73072

The Carol Bohley Living Trust

August 9, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-kw

Norman Planning Commission
Attention: Secretary
225 N. Webster Ave.
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Committee Staff:

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Committee and City Council to reject this request.

I live on the other side of 12th in Eagle Cliff South. I personally do not support this rezoning. Traffic is heavy enough as it is. Rezoning will open it up to younger people and families who are more active and around. This opens a whole new set of issues.

There should have been better projections before they built. I could have predicted it wouldn't fill up, and I am not a business-minded person. They should be made to stay 55+ and lower their rates to make it more affordable to seniors. There will be a whole mess of problems in our quiet laid-back community if this is allowed.

Sincerely,

Michelle Barron
913 Caracara Drive
Norman, OK 73072

MB

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-kw

Norman Planning Commission
Case Number PD26-19

I am a homeowner who lives west of Sage Cobblestone Senior Living. Before becoming disabled I frequently ran through the Cobblestone neighborhood and golf course. Working 24 hour shifts I did a significant portion of my running at night as I would frequently need to sleep in the morning after getting off work. This is a beautiful neighborhood and I appreciate the residents being willing to put up with a woman needing a safe place to run at night, especially in the heat of summer when I would be doing my long distance runs leading up to Half Ironman distance races.

I was excited to hear of a planned senior living community at Cobblestone. Disappointment ensued when I learned it would not include assisted. I envisioned this as a potential place for my aging mother who lived in Kansas to move to. I deployed to Iraq with my Army National Guard unit as construction began.

My mom began actively looking for a senior living community this year. I urged her to consider Sage. She loves that it has a pool. This is an amenity few senior living communities offer. A pool offers on site exercise opportunities for seniors with arthritis and promotes an active lifestyle. Mobility is the number one factor is determining overall quality of life and independence in seniors. ***Read that again – mobility is the number one factor in determining quality of life and independence in seniors.*** My mom has toured multiple senior living facilities in Norman. Most have only one vacancy. The senior living facilities in Norman don't have a problem maintaining an almost 100% occupancy rate.

I find it hard to believe Sage Cobblestone cannot get occupancy above 55% per the investment group when they are the only property in town with such a highly desirable amenity. Sage Cobblestone residents on Facebook estimate occupancy at 86%.

After being medically retired from the Army I started my own small business. I also have an MBA. My MBA was completed with a dual track in leadership and marketing. I have graduate certificates in business and project management. Looking at the website for Sage Cobblestone on mobile and desktop, comparing it to other senior living facilities in Kansas and Oklahoma, it is clear the website is not geared towards individuals aged 55+. The information I have seen on their marketing also does not indicate targeted marketing towards the 55+ age group in general much less the active 55+ market, an understanding of SEO, or an understanding of marketing in general.

Sage Cobblestone has either failed to market a very viable product based on the high occupancy rate of other senior living communities in Norman, or they have intentionally marketed their

product in a manner guaranteed to fail with the long term plan of requesting removal of the age restriction. Expecting local residents to put up with a change for either of these reasons is ridiculous. Sage Cobblestone is not built to handle the number of vehicles a change in zoning would bring; residents did not approve a project that would bring the amount of traffic and noise associated with a standard apartment complex among other differences.

I protest the request for rezoning of Sage Cobblestone. All the available information indicates this property should be successful as it is currently zoned. Do not change the community because the investment company wants a higher return and has been inept.



Jolene Davis
Property Owner
3602 Truman Dr
Norman, OK 73072

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-RW

Christiona & Zachary Cejda

4213 Snowy Owl Drive

405-532-5449

christiona_reid@yahoo.com

August 7, 2026

To the Members of the Planning Commission and City Council,

RE: Formal Opposition to Rezoning Request of Sage Cobblestone

I am writing to formally voice my opposition to the proposed rezoning request for Sage Cobblestone, situated directly adjacent to/behind my residence at 4213 Snowy Owl Drive, Norman, OK 73072. The applicant is requesting a change from a 55+ senior housing overlay/designation to a general multi-family (all ages) designation.

While I recognize the ongoing need for housing within our city, removing the senior housing designation at this location creates several significant land-use, infrastructure, and livability concerns for the surrounding single-family neighborhood:

- **Traffic Impact and Pedestrian Safety:** A 55+ community inherently generates lower vehicle trip volumes, with traffic spread evenly throughout off-peak hours. Transitioning this complex to all-ages residential will drastically increase daily vehicle trips, particularly during peak morning and evening commute hours. Our immediate street network—specifically SE 12th Street/ Cedar Lane area—is not designed to absorb this influx of vehicular traffic safely.
- **Loss of Dedicated Senior Housing Stock:** Senior housing (55+) is a critical and increasingly scarce asset in our municipality. Removing this restriction reduces dedicated housing options for older residents who wish to age in place within a quiet, predictable setting, running counter to the city's broader housing diversity goals.
- **Neighborhood Scale and Compatibility:** The surrounding neighborhood consists of quiet residential homes. The existing 55+ facility has operated as an ideal transitional buffer between higher-density housing and single-family residences due to its low noise levels, low evening activity, and minimal street parking demands. Removing the age restriction alters the character and operational impact of the property on adjacent property owners.
- **On-Site Parking and Infrastructure Demands:** Senior developments are typically approved with lower parking ratios based on lower vehicle ownership rates among older adults. Converting the property to all-ages multi-family housing will likely lead to an

overflow of street parking into neighboring residential blocks, restricting visibility and emergency vehicle access.

When we purchased our home in 2020, we were not aware that apartments were planned to be built directly behind us, but it eased our minds when we found out it was a senior community. This community has been a wonderful addition to our neighborhood. It shocked me to find out that the residents were not notified of this request which says a lot about the management company. A management company that doesn't inform is vulnerable residents of very impactful changes is very underhanded and feels like a bait-and-switch for all residence in the building and around.

I respectfully ask the Planning Commission and City Council to **deny** the requested rezoning application and maintain the current 55+ senior housing designation for this property. Thank you for your time, consideration, and service to our community.

Sincerely,

Christiona Cejda

Christiona Cejda

Eagle Cliff south resident

UNVERIFIED PROTEST LETTERS: TRUST/TRUSTEE AND/OR LLC NOT LISTED, NOT OWNER OF PROPERTY ON RECORD

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Gabriel Shultz

[Printed Name}

1112 Glen Eagles Ct

[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 tew

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

Jonathan Mota
(Signature)

Jonathan Mota
[Printed Name}

1132 Glen Eagles Ct
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 -kw

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

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Dear Planning Commission Staff

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Sincerely,

(Signature)

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 KW

Grace Singleton
[Printed Name]

4216 Spyglass Dr, Norman, OK 73072
[Property Address]

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

[optional discussion]

Sincerely,

Wayne Veal
(Signature)

Wayne R. Veal
[Printed Name]

1404 Pebble Beach Dr. Norman, OK 73072
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-SW

Secretary,
Norman Planning Commission
225 N. Webster Avenue
Norman, OK 73069

RE: Sage Cobblestone rezoning request (Case Number PD26-19)

Dear Planning Commission Staff

I am writing to express my opposition to the proposed removal of the 55+ age restriction at Sage Cobblestone. I respectfully urge the Planning Commission and City Council to reject this request.

Sincerely,

(Signature)

Gregg Garn
[Printed Name}

4420 Spyglass Dr.
[Property Address]

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26 gw

RESIDENT PROTEST LETTERS

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/03/26-LW

July 28, 2026

Planning Commission
City of Norman, OK

Dear Commission members,

I am a resident of Sage Cobblestone 55+ community. Four years ago I moved from southeastern Oklahoma and leased an apartment at Sage in December 2022.

I am writing to protest the rezoning of Sage from a 55+ community. I have found a home here. I've made new friends and also enjoy being close to family who live in Norman and Edmond. I think the idea of community that we have here will change with rezoning.

Sincerely yours,

Linda Roop

Linda Roop

4403 12th Ave SE, apt 2304

Norman, OK. 73072

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
Rezoning of Sage Cobblestone property

To Whom It May Concern:

Only 2 weeks ago did I learn that Juniper Sage at Cobblestone, LLC, the company that owns Sage Cobblestone, was planning to ask for rezoning to change the apartment complex where I live from 55+ active adult to multi-family.

I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,
Sage Cobblestone resident

Shari Leach
Signed

Shari Leach
Print

4403 12th Ave. SE
Apt. 5107
Norman, OK 73072
Phone: 580-521-1995

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,

Cynthia Gyuse

4403 12th Ave. SE
Apt. 5307
Norman, OK 73072
Phone: 804-214-8802

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Karen Nicholson

4403 12th Ave. SE
Apt. 5201
Norman, OK 73072
Phone: 6025452778

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,

4403 12th Ave. SE #E301
Apt.
Norman, OK 73072
Phone: 405-205-2615

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,

Bobbi C. Green

4403 12th Ave. SE
Apt. 2113
Norman, OK 73072
Phone: 703-283-1271

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,

Judith A. Powell

4403 12th Ave. SE
Apt. 3201
Norman, OK 73072
Phone: 405-371-1811

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,
Debra Williams

4403 12th Ave. SE
Apt. 2216
Norman, OK 73072
Phone:
405 893-7008

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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I moved to Sage Cobblestone because it was 55+ active adult and because it was NOT multi-family. And while there are other reasons why I want Sage Cobblestone to remain 55+ active adult, I ask that you note that **I am opposed to rezoning Sage Cobblestone to multi-family**.

Sincerely,

Jennie L. Hyer

4403 12th Ave. SE
Apt. 3303
Norman, OK 73072
Phone: 405-606-5813

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

4403 12th Ave. SE
Apt. 6304
Norman, OK 73072
Phone: 580-714-5490

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-24

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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Sincerely,

Kathryn Homesley

4403 12th Ave. SE
Apt. 4306
Norman, OK 73072
Phone: 405-361-9234

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Damian Raymond

4403 12th Ave. SE
Apt. 2208
Norman, OK 73072
Phone:

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Paula Brough

4403 12th Ave. SE
Apt. 2206
Norman, OK 73072
Phone: 972-890-7200

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Dawn Holmes

4403 12th Ave. SE
Apt. 6203
Norman, OK 73072
Phone: 9726265090

July 31, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

George Mathis

4403 12th Ave. SE
Apt. 2105
Norman, OK 73072
Phone: (817) 528-8298

July 31, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-24

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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Sincerely,

Bettie Cantrell Mathes

4403 12th Ave. SE
Apt. 2105
Norman, OK 73072
Phone: (817) 528-8298

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Tim Malouk is

Signed

Tim Malouk is

Print

4403 12th Ave. SE
Apt. 5102
Norman, OK 73072
Phone: 405 448 41 81

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Andrew Holmes

4403 12th Ave. SE
Apt. 6203
Norman, OK 73072
Phone: 972-890-5005

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Debra Clark

4403 12th Ave. SE
Apt. 2203
Norman, OK 73072
Phone: 405-990-0834

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Martha A. Buzzard

4403 12th Ave. SE
Apt. 6301
Norman, OK 73072
Phone: 405-435-8123

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
Rezoning of Sage Cobblestone property

To Whom It May Concern:

Only 2 weeks ago did I learn that Juniper Sage at Cobblestone, LLC, the company that owns Sage Cobblestone, was planning to ask for rezoning to change the apartment complex where I live from 55+ active adult to multi-family.

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Sincerely,

Vicki Debter

4403 12th Ave. SE
Apt. 5101
Norman, OK 73072
Phone: 918-729-4523

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Marilyn Zablotsky

4403 12th Ave. SE #2111
Apt.
Norman, OK 73072 (405) 312-8099
Phone:

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Marie Bankin

4403 12th Ave. SE
Apt. 3104
Norman, OK 73072
Phone: 405-850-1303

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Ken Ellinger, Apt 2204, Sage Cobblestone

4403 12th Ave. SE
Apt.
Norman, OK 73072
Phone:

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Lynn M. Golbeck

4403 12th Ave. SE
Apt. 3311
Norman, OK 73072
Phone: 479-321-9037

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Cynthia Darity
4403 12th Ave. SE
Apt. 4312
Norman, OK 73072
Phone: (512) 574-2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

L. Luanne Alexander

Luanne Alexander
4403 12th Ave. SE
Apt. 4101
Norman, OK 73072
Phone: (918) 823-6785

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Harriet Sally

4403 12th Ave. SE
Apt. 2211
Norman, OK 73072
Phone: 404-772-2599

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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Sincerely,

Eldie Lois Morris

Eldie Lois Morris
4403 12th Ave. SE
Apt. 5110
Norman, OK 73072
(918) 851-1080

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Deborah Dorris
Signed

Deborah Dorris
Print

4403 12th Ave. SE
Apt. 2312
Norman, OK 73072
Phone: (405) 820-5410

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Gail McCarty
Signed

Gail McCarty
Print

4403 12th Ave. SE
Apt. 5203
Norman, OK 73072
Phone: 505-453-6807

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Beverly Dahlgren
Signed

Beverly Dahlgren
Print

4403 12th Ave. SE
Apt. 2109
Norman, OK 73072
Phone: 480-399 5644

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Christian Remling
Signed
Christian Remling
Print

4403 12th Ave. SE
Apt. 3306
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,
Sage Cobblestone resident

Linda Brown
Signed

Linda Brown
Print

4403 12th Ave. SE
Apt. 3209
Norman, OK 73072
Phone: 540 308 1039

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-3-26

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
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Sincerely,
Sage Cobblestone resident

Pat Trail
Signed

PAT TRAIL
Print

4403 12th Ave. SE
Apt. 4203
Norman, OK 73072
Phone: 573-500-1499

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 9, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

RE: **Case #: PD26-19**
Rezoning of Sage Cobblestone property

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Sincerely,

Bernadette Flax
Signed

Bernadette Flax
Print Name

4403 12th Ave. SE
Apt. _____
Norman, OK 73072
Phone: 702-575-3256

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 9, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Edward Flax
Signed

Edward FLAX
Print Name

4403 12th Ave. SE
Apt. _____
Norman, OK 73072
Phone: 702-575-3256

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Signed

Doyle R Osburn

Print Name

4403 12th Ave. SE
Apt. _____
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26 sw

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Juanita Thatcher
Signed

Juanita Thatcher
Print Name

4403 12th Ave. SE
Apt. _____
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-EW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Signed

GLORIA BERRUS
Print Name

4403 12th Ave. SE
Apt. 6309
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Mitchell L Burrus

Signed

Mitchell BURRUS

Print Name

4403 12th Ave. SE
Apt. 6309
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Lori Mouse
Signed

LORI MOUSE
Print Name

4403 12th Ave. SE
Apt. 3101
Norman, OK 73072
Phone: 918-607-2132

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Mike Gosbill
Signed

MIKE GASKILL
Print Name

4403 12th Ave. SE
Apt. 6104
Norman, OK 73072
Phone: 850/507/7963

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Connie Gaskill
Signed

Connie Gaskill
Print Name

4403 12th Ave. SE
Apt. 6104
Norman, OK 73072
Phone: 850-460-5576

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Frances Nelson
Signed

FRANCES NELSON
Print Name

4403 12th Ave. SE
Apt. 6101
Norman, OK 73072
Phone: 405-510 4297

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

July 31, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Michelle K Harvey

4403 12th Ave. SE
Apt. #208
Norman, OK 73072
Phone:

Michelle Harvey
660-330-7088

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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Sincerely,

Takiko Tate
Signed

TAKiKo TATE
Print Name

4403 12th Ave. SE
Apt. 6107
Norman, OK 73072
Phone: _____

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/10/26-KW

August 4, 2026

Norman Planning Commission
225 N. Webster Ave.
(P.O. Box 370)
Norman, OK 73069 (74070)

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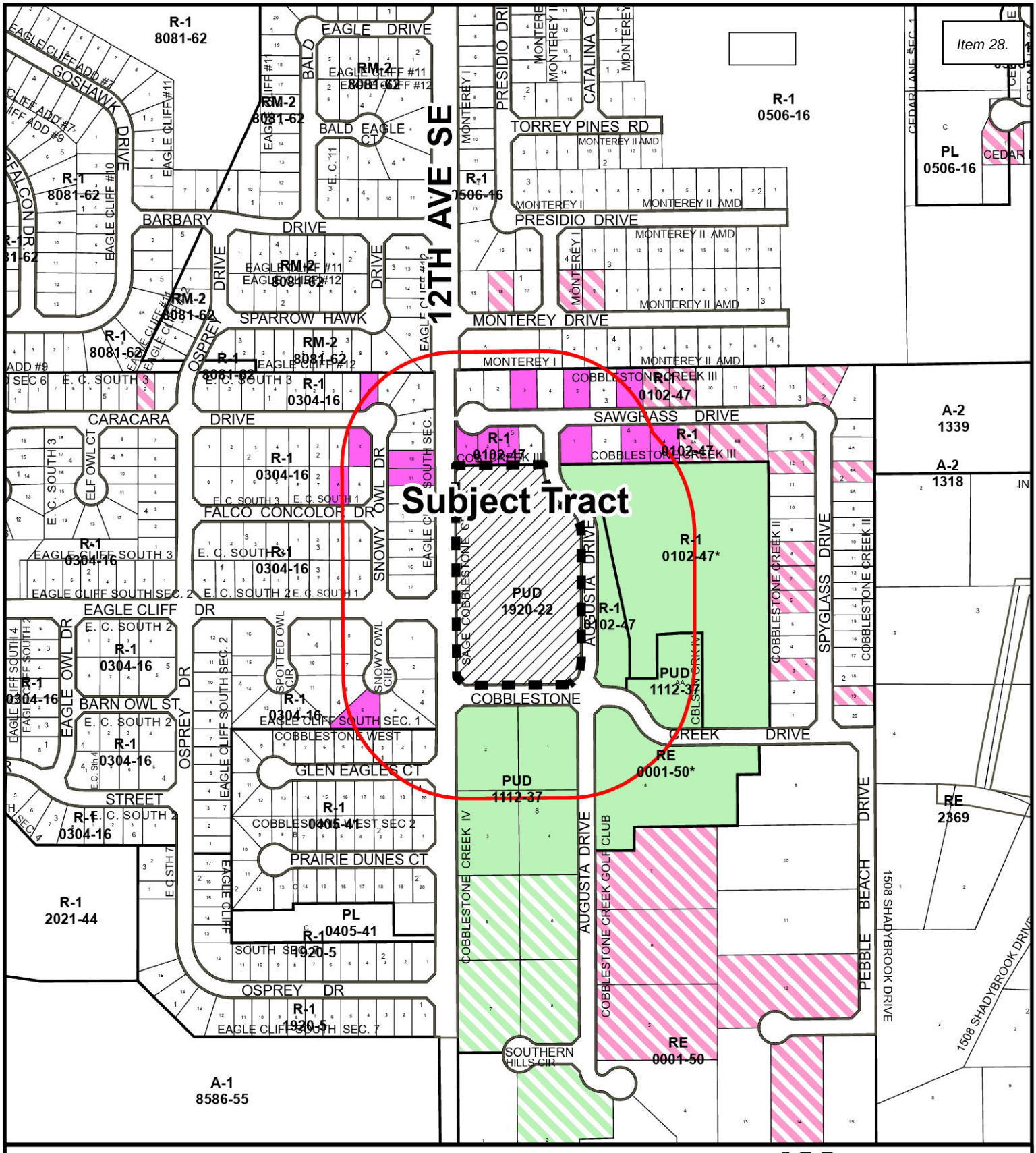
Sincerely,

Curtis Tate
Signed

Curtis Tate
Print Name

4403 12th Ave. SE
Apt. 6107
Norman, OK 73072
Phone: _____



Protest & Support Map

14.3% Protest Within Notification Area

47.6% Support 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.

N W E S

0 200 400 Feet

September 14, 2026

- Subject Tract
- Notification Area
- Protest
- Protest Outside Notification Area
- Support
- Support Outside Notification Area

FILED IN THE OFF
OF THE CITY CLE
ON 8-28-26

August 20, 2026

Norman City Council
PO Box 370
Norman, OK 73070

RE: Case #: PD26-19
Juniper Sage at Cobblestone

Dear Council Members,

My name is Karen Nicholson and I am a resident of Sage Cobblestone Creek.

I respectfully ask you to deny the request to remove the 55+ restriction from our community.

When I chose to live at Sage Cobblestone Creek, I did so because it was represented as a community designed for adults age 55 and older. That was an important factor in my decision to make it my home.

Many of our residents are retirees. Some have mobility challenges, disabilities or other age-related limitations. We rely on the quieter atmosphere, the sense of community among neighbors in similar stages of life, and the accessibility that a senior community provides.

Changing this property to an all-age apartment community would fundamentally change the strength of character of the place we chose to call home. Residents entered into their leases with the reasonable expectation that they would be living in a 55+ community.

While I understand that the owner has raised economic concerns, these concerns should be weighed against the impact on the many who relied on the community's long-standing purpose when we decided to live here.

Senior housing is an important resource in Norman. As our population ages, the need for housing designed for older adults continues to grow, not shrink.

Decisions made today may affect the availability of senior housing for future generations of Norman residents.

We respectfully ask the City of Norman to carefully consider the long-term impact of changes to 55+ communities and to protect housing options that serve the needs of older adults.

Sincerely,

Karen Nicholson

Karen Nicholson
4403 12th Ave. SE
Apt. 5201
Norman, OK 73072
(602) 545-2778

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-28-26

August 17, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

RE: Case #: PD26-19 — Juniper Sage at Cobblestone

Dear City Councilperson:

As a current resident of Sage at Cobblestone Creek, I am concerned about the proposed removal of our community's 55+ age restriction. Like many residents, I made a housing decision based in part upon Sage being represented and operated as a 55+ community. We residents chose Sage as our home, signed leases, moved belongings, established friendships, and built a community based on an understanding of its 55+ character. This concern is **not about excluding younger residents or suggesting they would be undesirable neighbors.** It is about recognizing existing residents and allowing us to understand how a significant change of this nature may affect us and our community going forward.

On August 17, Sage management provided residents with written lease concessions. This is welcomed progress. However, **important questions remain beyond lease concessions**. For example, the "no rent increase" commitment references Sage's bundled-rent structure, which includes cable, water/sewer, pest control, damage waiver, and valet trash. Will these bundled services continue, or could some become the resident's responsibility? What changes, if any, are anticipated in amenities, policies, enforcement, or operations as Sage transitions from a 55+ to a general-market property?

I am **not suggesting that ownership intends to make any change.** Residents and Council simply do not have a complete picture yet. We do not expect Sage to predict every future business decision, but reasonably anticipated changes associated with this application should be disclosed before final approval.

I recognize that Council may ultimately determine that removal of the 55+ restriction is appropriate. **A short delay does not mean denial.** I respectfully ask Council to delay final action long enough for Sage ownership to provide residents and Council with a comprehensive written transition proposal addressing the reasonably anticipated effects of this change.

I am not asking Council simply to say "No." I am asking Council to say, "Not yet." Before making this change permanent, please give existing residents an opportunity to understand the transition plan and give Council the information necessary to make a fully informed decision.

Respectfully,

Signature: Grover Edward Guthrie III **Date Signed:** 8-18-2026

Printed Name: GROVER EDWARD GUTHRIE III

Apt. #: 3102
4403 12th Ave. SE
Norman, OK 73072

August 19, 2026

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OF THE CITY CLERK
ON 8-28-26

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Marie Rankin **Date Signed:** 8-20-2026

Printed Name: MARIE RANKIN **Apt. #:** 3104

4403 12th Ave. SE
Norman, OK 73072

EMAIL: mariearankin@outlook.com

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OF THE CITY CLERK
ON 8-28-26

August 19, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Debbie Dorris **Date Signed:** 8/19/26

Printed Name: Debbie Dorris **Apt. #:** 2312
4403 12th Ave. SE
Norman, OK 73072

EMAIL: debbie.dorris@icloud.com

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-26-26

August 19, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Linda Roop **Date Signed:** 08/19/2026

Printed Name: Linda Roop **Apt. #:** 2304

4403 12th Ave. SE
Norman, OK 73072

EMAIL: lindakroop@gmail.com

August 19, 2026

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ON 8-28-26

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Simeon J Raymond

Signature: Judith E Raymond **Date Signed:** 8/19/26

Printed Name: Judith E. Raymond
Simeon J. Raymond

Apt. #: 2208
4403 12th Ave. SE
Norman, OK 73072

EMAIL: Simeon1949@hotmail.com

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OF THE CITY CLERK
ON 8-28-26

August 17, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: [signature] **Date Signed:** 8|17|2026

Printed Name: Kissie Mouse

Apt. #: 3105
4403 12th Ave. SE
Norman, OK 73072

August 19, 2026

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Norman City Council | City Hall
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Respectfully,

Signature: Susan Wisdom **Date Signed:** 8/19/2026

Printed Name: Susan Wisdom **Apt. #:** # 3136

4403 12th Ave. SE
Norman, OK 73072

EMAIL: smwis65@gmail.com

August 19, 2026

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ON 8-28-26

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401 W. Gray St., Norman, OK 73069

RE: Case #: PD26-19 — Juniper Sage at Cobblestone

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Respectfully,

Signature: _____ **Date Signed:** 8/20/2026

Printed Name: James Hendrickson

Apt. #: 4201
4403 12th Ave. SE
Norman, OK 73072

EMAIL: ways daddy @ yahoo. com

August 19, 2026

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401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: _____ **Date Signed:** 8/19/2026

Printed Name: J TIMOTHY JONES

Apt. #: 4310
4403 12th Ave. SE
Norman, OK 73072

EMAIL: JTJ837@GMAIL.COM

August 19, 2026

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Respectfully,

Signature: Cynthia Darity **Date Signed:** 8-20-2026

Printed Name: Cynthia Darity **Apt. #:** 4312

4403 12th Ave. SE
Norman, OK 73072

EMAIL: cdarity@me.com

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401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Christian Remling **Date Signed:** 8/20/26

Printed Name: Christian Remling **Apt. #:** 3306

4403 12th Ave. SE
Norman, OK 73072

EMAIL:

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ON 8-28-26

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Respectfully,

Signature: Lynn M. Golbeck **Date Signed:** 8/20/26

Printed Name: Lynn M. Golbeck **Apt. #:** 3311

4403 12th Ave. SE
Norman, OK 73072

EMAIL: lmmonarch30@yahoo.com

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401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Sheri Leach **Date Signed:** 8-20-26

Printed Name: Sheri Leach **Apt. #:** 5108

4403 12th Ave. SE
Norman, OK 73072

EMAIL: leachsheri@gmail.com

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ON 8-28-26

August 19, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

RE: Case #: PD26-19 — Juniper Sage at Cobblestone

Dear City Councilperson:

As a current resident of Sage at Cobblestone Creek, I am concerned about the proposed removal of our community's 55+ age restriction. Like many residents, I made a housing decision based in part upon Sage being represented and operated as a 55+ community. We residents chose Sage as our home, signed leases, moved belongings, established friendships, and built a community based on an understanding of its 55+ character. This concern is **not about excluding younger residents or suggesting they would be undesirable neighbors.** It is about recognizing existing residents and allowing us to understand how a significant change of this nature may affect us and our community going forward.

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Respectfully,

Signature: Eldie Lois Morris **Date Signed:** 8-19-2026

Printed Name: Eldie Lois Morris **Apt. #:** 5110

4403 12th Ave. SE
Norman, OK 73072

EMAIL: elfsm328@gmail.com

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Signature: Sandra Keating **Date Signed:** 8-20-26

Printed Name: SANDRA Keating **Apt. #:** 5111

4403 12th Ave. SE
Norman, OK 73072

EMAIL: sandy.keateng62@yahoo.com

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Signature: Karen Nicholson **Date Signed:** 8/19/2026

Printed Name: Karen Nicholson **Apt. #:** 5201

4403 12th Ave. SE
Norman, OK 73072

EMAIL: Nicholsonjoan539@gmail.com

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Signature: Reed J Folson **Date Signed:** 8/20/26

Printed Name: REED J FOLSON **Apt. #:** 5301

4403 12th Ave. SE
Norman, OK 73072

EMAIL: Vegasflash777@Outlook.com

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Signature: Andrew Holmes **Date Signed:** 8-19-26

Printed Name: Andrew Holmes **Apt. #:** 6203

4403 12th Ave. SE
Norman, OK 73072

EMAIL: andrewholmes81@gmail.com

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Signature: _____ **Date Signed:** 08/19/26

Name: Bonni Holmes

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Respectfully,

Signature: CRSpotts **Date Signed:** 8-20-2026

Printed Name: Clifford R. Spotts **Apt. #:** 6106

4403 12th Ave. SE
Norman, OK 73072

EMAIL: cliffordspotts@Aol.com

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Respectfully,

Signature: Mitch Burrus **Date Signed:** 19 aug 2026

Printed Name: MITCH BURRUS **Apt. #:** 6309

4403 12th Ave. SE
Norman, OK 73072

EMAIL: mitchburrus@hotmail.com

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Respectfully,

Signature: [signature] **Date Signed:** 19 Aug 2026

Printed Name: GLORIA BURRUS **Apt. #:** 6309

4403 12th Ave. SE
Norman, OK 73072

EMAIL: MITCHBURRUS@HOTMAIL.COM

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Signature: _____ **Date Signed:** 8/20/2026

Printed Name: DARLA DAVIS **Apt. #:** 6304

4403 12th Ave. SE
Norman, OK 73072

EMAIL: darla.davis228@ymail.com

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Signature: Curtis Tate **Date Signed:** Aug - 22

Printed Name: Curtis Tate **Apt. #:** 6107

4403 12th Ave. SE
Norman, OK 73072

EMAIL:

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Respectfully,

Signature: Cynthia C Muse **Date Signed:** 8-20-26

Printed Name: Cynthia C Muse **Apt. #:** 5307

4403 12th Ave. SE
Norman, OK 73072

EMAIL: Theresie.3354@Gmail.com

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Respectfully,

Signature: Cynthia Spink **Date Signed:** 8/21/26

Printed Name: Cynthia Spink **Apt. #:** 2201

4403 12th Ave. SE
Norman, OK 73072

EMAIL: Cynthia spink @gmail.com

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Respectfully,

Signature: Robbye Homesley **Date Signed:** 8/18/26

Printed Name: Robbye Homesley **Apt. #:** 6306

4403 12th Ave. SE
Norman, OK 73072

EMAIL: rhomesley13@gmail.com

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On August 17, Sage management provided residents with written lease concessions. This is welcomed progress. However, **important questions remain beyond lease concessions**. For example, the "no rent increase" commitment references Sage's bundled-rent structure, which includes cable, water/sewer, pest control, damage waiver, and valet trash. Will these bundled services continue, or could some become the resident's responsibility? What changes, if any, are anticipated in amenities, policies, enforcement, or operations as Sage transitions from a 55+ to a general-market property?

I am **not suggesting that ownership intends to make any change.** Residents and Council simply do not have a complete picture yet. We do not expect Sage to predict every future business decision, but reasonably anticipated changes associated with this application should be disclosed before final approval.

I recognize that Council may ultimately determine that removal of the 55+ restriction is appropriate. **A short delay does not mean denial.** I respectfully ask Council to delay final action long enough for Sage ownership to provide residents and Council with a comprehensive written transition proposal addressing the reasonably anticipated effects of this change.

I am not asking Council simply to say "No." I am asking Council to say, "Not yet." Before making this change permanent, please give existing residents an opportunity to understand the transition plan and give Council the information necessary to make a fully informed decision.

Respectfully,

Signature: _____ **Date Signed:** 8-19-2026

Printed Name: William T Robinson **Apt. #:** 6306

4403 12th Ave. SE
Norman, OK 73072

EMAIL: billyjrob@yahoo.com

August 19, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-28-26

RE: Case #: PD26-19 — Juniper Sage at Cobblestone

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Respectfully,

Signature: Gail McCarty **Date Signed:** 8-21-26

Printed Name: Gail McCarty **Apt. #:** 5203

4403 12th Ave. SE
Norman, OK 73072

EMAIL: paddyswife@aol.com

August 19, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-28-26

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Tim Malakis **Date Signed:** 8-20-26

Printed Name: Tim Malakis **Apt. #:** 5102

4403 12th Ave. SE
Norman, OK 73072

EMAIL: tmalakis@gmail.com

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-28-26

August 19, 2026

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Linda Brown **Date Signed:** 8/20/2026

Printed Name: LINDA BROWN **Apt. #:** 3209

4403 12th Ave. SE
Norman, OK 73072

EMAIL:

August 19, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 8-28-26

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

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Respectfully,

Signature: Sharon Laidman **Date Signed:** 8-18-2026

Printed Name: Sharon Laidman **Apt. #:** 5103

4403 12th Ave. SE
Norman, OK 73072

EMAIL: srlaidman44@gmail.com

August 19, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 08/31/26-KW

Norman City Council | City Hall
401 W. Gray St., Norman, OK 73069

RE: Case #: PD26-19 — Juniper Sage at Cobblestone

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Respectfully,

Signature: Luanne Alexander **Date Signed:** 8-25-2069

Printed Name: Luanne Alexander **Apt. #:** 4101

4403 12th Ave. SE
Norman, OK 73072

EMAIL: alexander Luanne

Planning Commission Members,

I am writing in opposition of removing the age restriction from the Sage Cobblestone development. I believe the owners and operators of the facility should honor the original use agreement for the facility.

It is my understanding that Sage Cobblestone currently pays an annual fee of $35,000 to the adjacent Cobblestone HOA. In the event that the age restriction is removed, I would suggest that the current HOA fee be required to increase incrementally based on an increased percentage of occupancy; this in order to offset the additional pressure to the surrounding single family areas that will come from a higher density population.

Thank you for your work on the Planning Commission and for your consideration.

Jud Foster

4412 Spyglass Dr.

Cobblestone Creek Neighborhood



FILED IN THE OFFICE
OF THE CITY CLERK
ON 09/14/26-RW

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 8/13/2026

REQUESTER: Juniper Sage at Cobblestone Creek, LLC

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-2: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

APPLICANT/REPRESENTATIVE	Juniper Sage at Cobblestone Creek, LLC/Fellers Snider Blankenship Bailey & Tippens, P.C.
LOCATION	4403 12th Ave SE
WARD	7
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban Low
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PUD, Planned Unit Development
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Juniper Sage at Cobblestone Creek, LLC, is requesting to amend the existing PUD, adopted in 2019 (O-1920-22), to allow for multifamily housing for all ages, not just seniors. The Property is already developed per the existing PUD and no additional development is proposed as part of this requested amendment.

EXISTING CONDITIONS:

SIZE OF SITE: 5.75 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	R-1	R-1	PUD	R-1
Land Use	Urban Low	Urban Low	Urban Low	Urban Low	Urban Low
Current Use	Senior Independent Living Facility	Single-Family Dwellings	Golf Course	Vacant	Single-Family Dwellings

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of diversified developments which are consistent with the City's long-range plan and remain compatible with surrounding developments.

- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION
Urban Low
See attached Urban Low Land Use Category document.

CHARACTER AREA DESIGNATION
2045 Reserve
See attached Suburban Neighborhood Character Area document.

NEAREST PUBLIC PARK
Eagle Cliff Park is approximately 0.25 miles northwest of the subject property and is accessible via sidewalks along

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-19 July 23, 2026
This request does not require a Pre-Development meeting, however, the applicant chose to have one to receive neighbor feedback. The applicant attended the July 23, 2026, Pre-Development meeting. Please see the attached summary.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D. (As noted above, no project expansion is proposed. This is a standard comment included to inform the reader that plan review will be conducted.)

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage. (As noted above, no project expansion is proposed. This is a standard comment included to inform the reader that plan review will be conducted.)

PUBLIC WORKS/ENGINEERING

There are no comments from Public Works/Engineering on this proposal.

TRANSPORTATION ENGINEER

The Transportation Engineer has made no comments on this proposal.

PLANNING*

ZONING CONSIDERATIONS

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- Maximum enhancement and minimal disruption of existing natural features and amenities.

- 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.
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Uses Permitted

The purpose of the proposed PUD amendment is to allow for multifamily dwelling without age restriction and associated accessory uses.

Area Regulations

All setbacks are as shown on the submitted Site Development Plan. All buildings on the Property have been developed according to these regulations. There are no proposed new structures.

Height Regulations

Structures may not exceed three stories of habitable building levels, plus additional heights for roof elements and structures, stair towers, mechanical units, building rooftop equipment, chimneys, communications equipment, and other non-habitable building elements. There are no proposed changes to the existing structure.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of 1.2 parking spaces per unit, totaling 202 parking spaces. There are no proposed changes to the existing parking facilities.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

All existing signage will remain as shown on the submitted sign location exhibit.

Screening

The existing fencing along Cobblestone Creek Dr, Augusta Dr, and 12th Ave SE as shown on the Site Development Plan will remain, as will the masonry wall along the north property line of the subject tract.

Exterior Materials

The development's existing exterior building materials, being high-quality brick, stone, and hardy board, will remain.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Character Area Policies

The development is **inconsistent** with many of the Overarching General and Residential Character Area policies. However, it is existing and was developed under the previously adopted PUD, O-1920-22, which predates the adoption of these policies and the AIM Norman Land Use Plan.

Suburban Neighborhood Character Area Policies

The proposal is **consistent** with the Suburban Neighborhood Area policies, as it provides a higher density housing type along an arterial street with connections to a larger pedestrian infrastructure network.

Urban Low (UL) Land Use Policies

The proposal is **consistent** with the following UL Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation**
- **Utilities**
- **Public Space**

The applicant is requesting an amendment to an existing PUD that was developed per the adopted regulations. The proposed amendment is to remove the age restriction for the multifamily residential development. The development as it exists provides greater residential density along an arterial street, pedestrian connectivity, access to open spaces, and a full range of utilities, as called for in the UL Land Use policies.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

The development does not meet several of the Overarching General and Residential Character Area Policies outlined in the AIM Norman Land Use Plan. However, the development is existing and predates the adoption of AIM Norman. The development is consistent with the Suburban Neighborhood Area policies and the Urban Low Land Use policies, as it provides a higher density housing option along an arterial street with pedestrian connectivity and access to open space amenities. The proposed amendment to the PUD to remove the residential age restriction does not fundamentally alter its compliance with the AIM Norman Future Land Use Plan.

CONCLUSION:

Staff forwards this request for zoning to PUD, Planned Unit Development, and Ordinance O-2627-2 to the Planning Commission for consideration and recommendation to City Council.

ATTACHMENT(S):

Cobblestone Creek AIM Supporting Documents

Juniper Sage at Cobblestone Creek

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-2: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST, OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A PUD, PLANNED UNIT DEVELOPMENT AND PLACE THE SAME IN PUD, PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4403 12th AVE S.E.; WARD 7)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Amended PUD
5. Site Plan
6. Green Space Plan
7. Sign Location
8. Pre-Development Summary
9. Protest Letters

Staff Presentation

Logan Gray, Planner II, presented the staff report for the Juniper Sage at Cobblestone Creek project.

Commissioner McDaniel sought clarification on the wording used to describe the age restriction in the original PUD. Lora Hoggatt, Planning Services Manager, stated it was for 55 plus.

Applicant Presentation

Joe Krodel, the applicant's representative, presented the Juniper Sage at Cobblestone Creek project.

Jay Rippeto, applicant, presented the Juniper Sage at Cobblestone Creek project.

Commissioner Kindel asked how removing the age restriction would affect who could live at the property. Mr. Krodel explained age restrictions generally must qualify under 55-and-older housing requirements to comply with fair housing laws. He stated families with children could reside there, but the unit mix and

price point are intended to attract adult professionals rather than by-the-bed student tenants.

Mr. Rippeto added that fair housing requirements prevent excluding families with children or designating individual buildings exclusively for seniors. He stated the development would not offer by-the-bed rentals and that rent levels, unit mix, and location are expected to influence the resident demographic.

Commissioner McClure asked how the development intended to discourage student occupancy while complying with fair housing requirements. Mr. Rippeto stated they do not intend to accept parental guarantees or offer seasonal or by-the-bed leasing, although some students could independently qualify. Commissioner McClure expressed support for the request.

Commissioner McDaniel asked whether the federal 80/20 rule for senior housing could allow some residents under age 55 without modifying the PUD. Mr. Krodel explained federal regulations allow certain exceptions, including up to 20 percent of occupancy by persons under 55, but felt that flexibility would not sufficiently address the development's occupancy and financial concerns.

Commissioner McDaniel asked whether the existing PUD prevented use of the 80/20 flexibility. Mr. Krodel stated that the PUD and covenants identify the development as senior housing. Mr. Rippeto added that the property has historically been marketed as a 55-and-older community, making it challenging to attract younger residents while retaining that designation. He stated that they had recently begun adjusting their marketing.

Commissioner Jablonski asked whether alternatives to removing the age restriction had been considered, including conversion to assisted living. Mr. Rippeto stated the property was designed to accommodate a potential future conversion to independent or assisted living, although modifications such as a commercial kitchen would be necessary. He stated they would consider selling or leasing for such a use but had not actively sought an operator for a conversion.

Commissioner Bird asked whether the property's Opportunity Zone status affected the owners' ability to sell. Mr. Rippeto stated selling before approximately 2030 or 2031 could result in the loss of certain tax benefits. However, an earlier sale could become necessary if occupancy does not improve and the owners discontinue financial support.

Commissioner Bird asked about current occupancy. Mr. Rippeto stated approximately 95 or 96 of the 168 units were occupied, or roughly 57 percent.

Commissioner Bird asked whether a portion of the development could remain 55-and-older while opening the remaining units to other residents. Mr. Krodel stated his understanding was that senior housing requirements generally apply to the development as a whole, subject to the 80/20 framework, and the

proposed arrangement would not be permitted under the current zoning and covenants.

Commissioner Bird asked whether dividing the property or individual buildings could affect that determination. Ms. Hoggatt stated her understanding was federal requirements apply to the development as a whole and at least 80 percent would need to qualify as senior housing for the applicable fair housing exemption.

Public Comments

Linda Wright, 4403 12th Ave. S.E. (Protest)

Eldie “Lois” Morris, 4403 12th Ave. S.E. (Protest)

Lori Mouse, 4403 12th Ave. S.E. (Protest)

Kissie Mouse, 4403 12th Ave. S.E. (Protest)

Timothy Shannon, 4704 Augusta Dr. (Support)

Bonnie Holmes, 4403 12th Ave. S.E. (Protest)

Commission Discussion

Commissioner Bird thanked those in attendance for their participation and feedback and acknowledged the strong sense of community surrounding the development.

Commissioner Brewer asked when the zoning change would take effect if approved and whether the effective date could be deferred to give current residents additional time. Mr. Gray stated the change would take effect 30 days after City Council approval and he was unaware of deferred zoning.

Commissioner Brewer noted a 30-day effective date could create a significant change for current residents with existing leases. Ms. Muckala stated she would need to research whether a deferred effective date was possible but noted zoning decisions generally address the property and surrounding development as they currently exist.

Commissioner Bird asked whether City Council could postpone consideration of the item. Ms. Muckala explained first reading is generally required for public notice, while postponements at second reading are within City Council’s discretion.

Commissioner Bird asked whether City Council could postpone the item on its own motion rather than at the applicant’s request. Ms. Muckala confirmed City Council could do so.

Commissioner Jablonski asked whether City Council could require residents to be released from their leases if the PUD change were approved. Ms. Muckala stated lease provisions are generally better addressed through private contracts rather than zoning regulations.

Commissioner Bird noted that the Commission had also received a request regarding HOA dues and stated private HOA dues and rental rates would not be appropriate matters for the Planning Commission to regulate.

Commissioner Brewer asked about the development's current policy regarding children. Mr. Rippeto stated children may visit, but households with children are not currently permitted to lease units.

Mr. Rippeto stated, if the request is approved, management intends to allow residents to terminate their leases with 60 days' notice regardless of the remaining lease term. Residents whose leases expire before City Council consideration could also transition to month-to-month arrangements, and additional leasing incentives may be offered.

Commissioner Griffith asked about proposed rent incentives and noted some residents had not previously heard about them. Mr. Rippeto stated approximately 40 to 50 residents attended an earlier meeting where these issues were discussed, out of an estimated 120 residents.

Commissioner Griffith asked whether rent incentives would be standardized or individually negotiated. Mr. Rippeto stated management intends to publish a standardized leasing plan allowing residents to terminate with 60 days' notice or renew with incentives based on the length of the lease term.

Commissioner Griffith asked whether future marketing would target graduate students and young professionals. Mr. Rippeto stated the property would be marketed to applicants meeting the income requirements, noting the requirement of approximately three times the monthly rent could make it difficult for many full-time students to qualify.

Commissioner Jablonski supported moving the request forward rather than postponing it, noting both the applicant and residents would benefit from certainty. He suggested the applicant put its lease commitments in writing before City Council consideration so residents and Council would have a clear understanding of what was being offered.

Commissioner Bird stated lease agreements and negotiations are private matters that should not be mandated through the Commission's recommendation. She encouraged the applicant to improve communication with residents through meetings, newsletters, or other formal communications.

Commissioner Bird added residents could contact City Council members, submit additional letters, and provide public comment at the meeting before

Council considers the request. She encouraged continued transparency from the applicant but reiterated lease terms should remain a private matter.

Commissioner McKown agreed additional communication from management could help residents understand their options and make informed decisions. She agreed it was not the Commission's role to dictate how those private matters should be handled.

Commissioner Kindel emphasized clear communication could affect residents' trust and the property's future occupancy. She noted management has an incentive to thoroughly screen future tenants to maintain the quality of the community and retain existing residents.

Commissioner Kindel acknowledged the development challenges faced by the applicant and encouraged greater communication with residents before City Council consideration. She stated increased transparency could help residents feel more informed and potentially build support for the proposed change.

Commissioner Parker expressed concern that the discussion had become too focused on how the applicant should operate its business. He noted the applicant developed the senior housing requested by the community, but it had not performed as anticipated and stated the Commission should focus on the requested change to the age restriction.

Commissioner McKown acknowledged existing residents were being asked to accept a significant change from what they originally agreed to. She encouraged residents to remain open to the potential benefits of intergenerational living.

Commissioner McKown also emphasized adequate occupancy is necessary to maintain the development's financial viability, amenities, and overall quality. She stated the request was reasonable given changing market conditions and expressed support for the PUD amendment.

Commissioner Bird reminded the Commission zoning runs with the land rather than the applicant. She acknowledged the significant support and opposition to the request and noted that the issue was complex, with strong perspectives on both sides.

Commissioner Bird highlighted the development's one-bedroom units, noting this type of housing is limited within the community and could provide valuable options for working professionals and other residents.

Commissioner Brewer thanked the residents for participating and the applicant for appearing before the Commission. He noted the discussion allowed the applicant to hear residents' concerns directly while providing transparency regarding the development's financial challenges.

Motion to approve made by Commissioner Brewer, **Seconded** by Commissioner Griffith.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2627-2.

File Attachments for Item:

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-10 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSURE OF SPECIFIC FIFTEEN-FOOT (15') WIDTH UTILITY EASEMENT LOCATED WITHIN LOT 1, BLOCK 1, VICKSBURG VILLAGE, A REPLAT OF LOT 11, BLOCK 3, JAMESTOWN ESTATES NO. 3 ADDITION. (LOCATED AT 200 VICKSBURG DRIVE (WARD 8).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11-24-26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-10 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSURE OF SPECIFIC FIFTEEN-FOOT (15') WIDTH UTILITY EASEMENT LOCATED WITHIN LOT 1, BLOCK 1, VICKSBURG VILLAGE, A REPLAT OF LOT 11, BLOCK 3, JAMESTOWN ESTATES NO. 3 ADDITION. (LOCATED AT 200 VICKSBURG DRIVE (WARD 8).

BACKGROUND:

This is a request for closing certain/specific 15' width easement located in Lot 1, Block 1, Vicksburg Village, a Replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition. The final plat was filed of record with the Cleveland County Clerk on April 7, 1982.

DISCUSSION:

The attorney for the applicant has submitted a request to close and potentially vacate a specific described fifteen-foot (15') utility easement located within the lot. There are no City of Norman utilities located within the easement

Staff did receive an objection from Spectrum (Cox Communication).

Planning Commission, at its meeting of October 8, 2026, recommended adoption by a vote of 7-0.

RECOMMENDATION:

Staff supports the request to close a specific described 15' utility easement located within Lot, Block 1, of Vicksburg Village based on the fact the public utility companies will have the opportunity to object when the request goes to District Court for vacation.

O-2627-10

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A SPECIFIC FIFTEEN-FOOT (15') WIDTH UTILITY EASEMENT LOCATED WITHIN LOT 1, BLOCK 1, VICKSBURG VILLAGE, A REPLAT OF LOT 11, BLOCK 3, JAMESTOWN ESTATES NO. 3 ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. That, pursuant to Resolution Number R-8182-66, the owner of the subject property, Vicksburg Affordable, LP, through its legal counsel Kaitlyn Turner, has petitioned the City to close a specific fifteen-foot (15') width utility easement located within Lot 1, Block 1, Vicksburg Village, a replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition; and,

§ 2. That, also pursuant to Resolution Number R-8182-66, the proper notice has been given, and the maps, memorandums and other items required by said Resolution have been presented to this Council; and

§ 3. That, also pursuant to Resolution Number R-8182-66, a public hearing has been held by the Planning Commission on October 8, 2026, regarding said closing; and

§ 4. That, a specific fifteen-foot (15') width utility easement located within Lot 1, Block 1, Vicksburg Village, a replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition, Norman, Cleveland County, Oklahoma, is hereby closed, notwithstanding Charter Communications, Inc. d/b/a Spectrum, f/k/a Cox Communications, Inc.'s reservations and objections.

§ 5. 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.

ADOPTED this _____ day of _____, 2026.

_____
Stephen T. Holman, Mayor

ATTEST:

_____
Jamie Meyer, City Clerk

NOT ADOPTED this _____ day of _____, 2026.

_____
Stephen T. Holman, Mayor

GOLDEN LAND SURVEYING

Project No. 232126D_15-Easement Vacation Legal Description

A Fifteen (15) feet in width platted utility easement lying in Lot One (1), Block One (1) of VICKSBURG VILLAGE, an Addition to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof, recorded in Book 13, Page 44 of Cleveland County Plat Records, being more particularly described as follows:

COMMENCING at the Northeast corner of said Lot 1 in Block 1 of VICKSBURG VILLAGE; Thence N89°49'27"W along the North line of said Lot 1 a distance of 30.00 feet to the POINT OF BEGINNING;

Thence S00°06'38"E and parallel with the East line of said Lot 1 a distance of 15.00 feet;
Thence N89°49'27"W and parallel with the North line of said Lot 1 a distance of 102.70 feet;
Thence S00°06'38"E and parallel with the West line of said Lot 1 a distance of 80.00 feet to a point on the North line of a 10-foot-wide platted utility easement also being the Northeast corner of a 17-foot-wide platted utility easement in said Lot 1;
Thence S89°49'27"W along the North line of said 10-foot-wide and 17-foot-wide platted utility easements a distance of 15.00 feet to an ell corner on the West line of said Lot 1;
Thence N00°06'38"W along the West line of said Lot 1 a distance of 95.00 feet to the most Northerly Northwest corner of said Lot 1;
Thence S89°49'27"E along the North line of said Lot 1 a distance of 117.70 feet to the POINT OF BEGINNING.

Containing 2,965.49+ Sq. Ft. or 0.068+ Acres, more or less.

Legal Description prepared on July 29, 2026 by Troy Dee, Registered Professional Land Surveyor No. 1745.

Troy Dee R.P.L.S. No. 1745
Golden Land Surveying
4131 NW 122nd St, Suite 100
Oklahoma City, Ok 73120
troy@goldenls.com
C.A. No. 7263

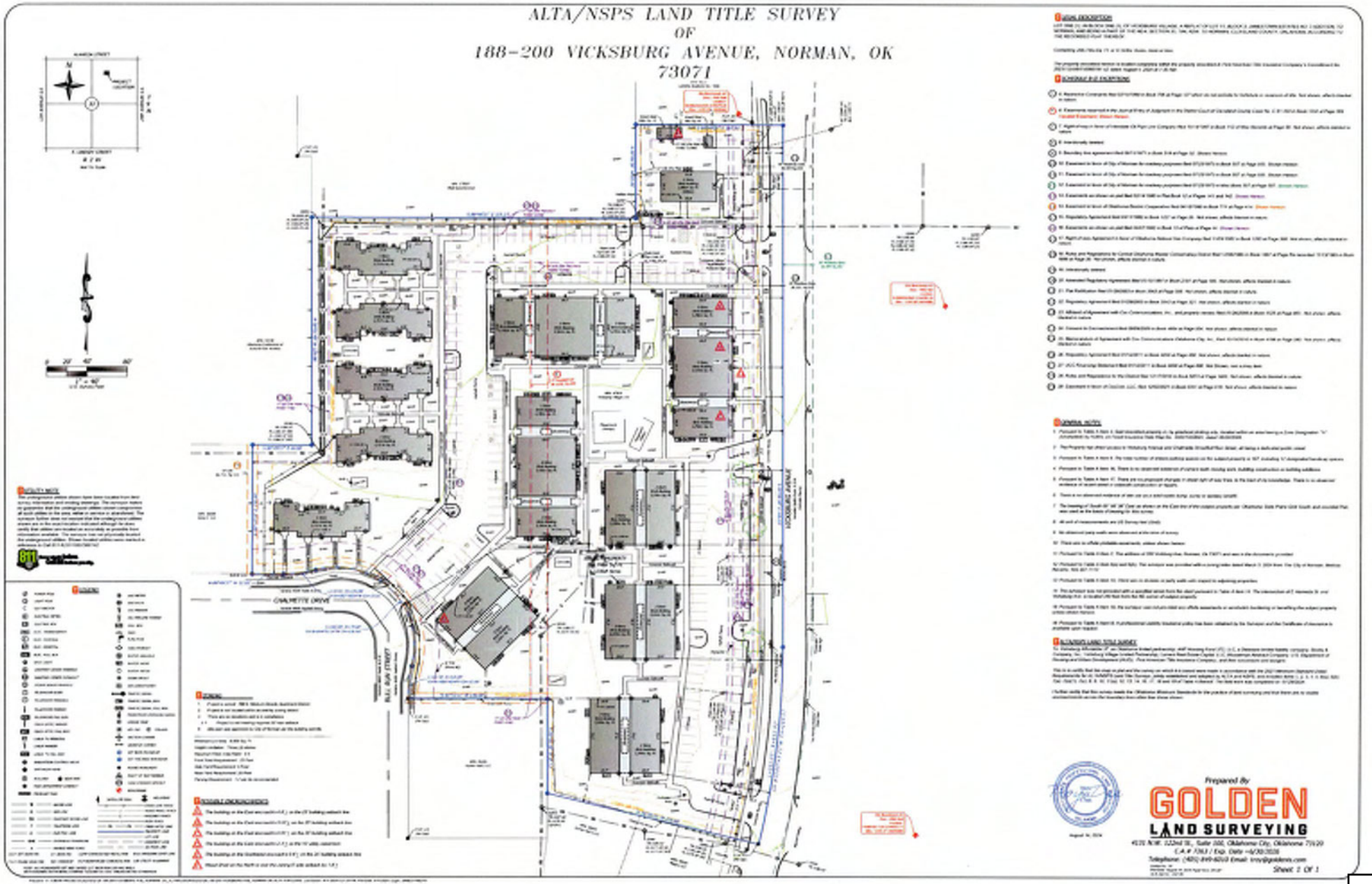
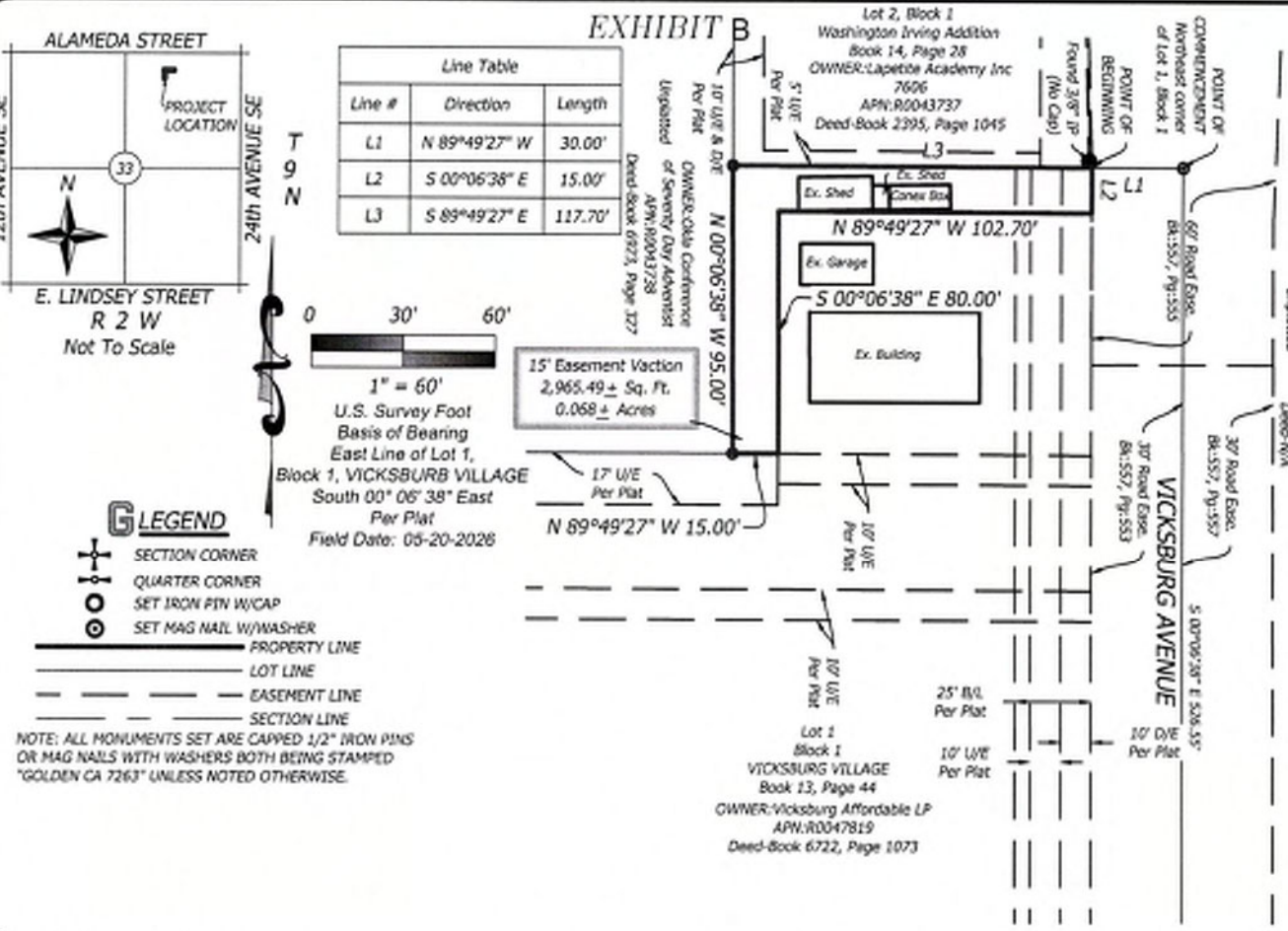

ALTA/NSPS LAND TITLE SURVEY
OF
188-200 VICKSBURG AVENUE, NORMAN, OK
73071
LEGAL DESCRIPTION
SCHEDULE B-II EXCEPTIONS
GENERAL NOTES
ALTA/NSPS LAND TITLE SURVEY
UTILITY NOTE
LEGEND
SURVEY ENCROACHMENTS
Prepared By
GOLDEN
LAND SURVEYING
Sheet 1 OF 1

EXHIBIT B



Line Table		
Line #	Direction	Length
L1	N 89°49'27" W	30.00'
L2	S 00°06'38" E	15.00'
L3	S 89°49'27" E	117.70'

NOTE: ALL MONUMENTS SET ARE CAPPED 1/2" IRON PINS OR MAG NAILS WITH WASHERS BOTH BEING STAMPED "GOLDEN CA 7263" UNLESS NOTED OTHERWISE.

LEGAL DESCRIPTION

A Fifteen (15) feet in width platted utility easement lying in Lot One (1), Block One (1) of VICKSBURG VILLAGE, an Addition to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof, recorded in Book 13, Page 44 of Cleveland County Plat Records, being more particularly described as follows:

COMMENCING at the Northeast corner of said Lot 1 in Block 1 of VICKSBURG VILLAGE; Thence N89°49'27"W along the North line of said Lot 1 a distance of 30.00 feet to the POINT OF BEGINNING;

Thence S00°06'38"E and parallel with the East line of said Lot 1 a distance of 15.00 feet;

Thence N89°49'27"W and parallel with the North line of said Lot 1 a distance of 102.70 feet;

Thence S00°06'38"E and parallel with the West line of said Lot 1 a distance of 80.00 feet to a point on the North line of a 10-foot-wide platted utility easement also being the Northeast corner of a 17-foot-wide platted utility easement in said Lot 1;

Thence S89°49'27"W along the North line of said 10-foot-wide and 17-foot-wide platted utility easements a distance of 15.00 feet to an ell corner on the West line of said Lot 1;

Thence N00°06'38"W along the West line of said Lot 1 a distance of 95.00 feet to the most Northerly Northwest corner of said Lot 1;

Thence S89°49'27"E along the North line of said Lot 1 a distance of 117.70 feet to the POINT OF BEGINNING.

Containing 2,965.49± Sq. Ft. or 0.068± Acres, more or less.

Legal Description prepared on July 29, 2026 by Troy Dee, Registered Professional Land Surveyor No. 1745.

I, Troy Dee, herewith state that the above plat is a true and correct representation of a survey made on the ground, under my supervision Witness my signature and surveyors seal this 29th day of July, 2026.

REGISTERED PROFESSIONAL LAND SURVEYOR
TROY DEE 1745
OKLAHOMA

Troy Dee

Troy Dee, PLS #1745
July 29, 2026

Prepared By
GOLDEN LAND SURVEYING
4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120
C.A.# 7263 / Exp. Date =6/30/2028
Telephone: (405) 849-6010 Email: troy@goldenls.com

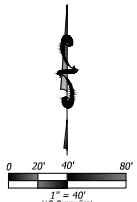
Drafted by: SF GLS Job No.: 252126D
Plot Date: July 29, 2026

Sheet 1 Of 1

Filename: O:\JOBS#\PROJECTS 2023\252126 188-200 VICKSBURG AVE_NORMAN, OK_ALTA\PLUS\DWG\252126D_(EXHIBITS) VICKSBURG AVE, NORMAN, OK.DWG;
Last Saved: 7/29/2026 10:55:20 AM; Plot Date: 7/29/2026; Login: James Phelps

ALTA/NSPS LAND TITLE SURVEY
OF
188-200 VICKSBURG AVENUE, NORMAN, OK 73071





UTILITY NOTE

The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprominse all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that utilities are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. Shown located utilities were marked in reference to Call 811 #231100756012

LEGEND

POWER POLE
LIGHT POLE
GUY ANCHOR
ELECTRIC METER
ELEC BOX
ELEC TRANSFORMER
ELEC MANHOLE
ELEC PEDESTAL
ELEC PULL BOX
GREY LIGHT
SANITARY SEWER MANHOLE
SANITARY SEWER CLEANOUT
STORM SEWER MANHOLE
TELEPHONE RISER
TELEPHONE MANHOLE
TELEPHONE MARKER
TELEPHONE PULL BOX
FIBER OPTIC MARKER
FIBER OPTIC PULL BOX
CABLE TV PEDESTAL
CABLE TV MARKER
CABLE TV PULL BOX
IRRIGATION CONTROL VALVE
SPRINKLER HEAD
BOLLARD
LIGHT POLE
FOR INFORMATION ONLY
PROPANE TANK
GAS METER
GAS VALVE
GAS MARKER
GAS PEDESTAL MARKER
MAIL BOX
SIGN
FLAG POLE
FIRE HYDRANT
WATER MANHOLE
WATER VALVE
WATER METER
WATER SPIGOT
AIR CONDITIONER
TRAFFIC SIGNAL
TRAFFIC SIGNAL BOX
TRAFFIC SIGNAL PULL BOX
PEDESTRIAN CROSSING SIGNAL
GROUND TRAP
UTILITY POLE
GUY POLE
ELECTRIC CONTROL
QUARTER CORNER
SET IRON ROD W/CAP
SET MAG NAIL W/WASHER
FOUND MONUMENT
POINT OF BEGINNING
POINT OF COMMENCEMENT
BENCHMARK
SATELLITE DISH
WELLHEAD
CHAIN LINK FENCE
WOOD PANEL FENCE
WROUGHT IRON FENCE
WOOD FENCE
FIBER OPTIC LINE
PROPERTY LINE
LOT LINE
EASEMENT LINE
SECTION LINE
CENTERLINE ROW LINE
WATER LINE
GAS LINE
SANITARY SEWER LINE
STORM SEWER LINE
TELEPHONE LINE
ELECTRIC LINE
OVERHEAD UTILITY LINE
BARBED WIRE FENCE
CORRUGATED METAL PIPE
RCP
REINFORCED CONCRETE PIPE
BUILDING LINE
UTILITY EASEMENT
SET 1/2" IRON ROD
FOUND IRON ROD
FOUND MONUMENT AS NOTED
CONCRETE
ASPHALT
GRAVEL
BRICK
STONE
WOOD
BUILDING
CONCRETE CURB
CONCRETE SIDEWALK
ASPHALT PAVING
GRAVEL PAVING
BRICK PAVING
STONE PAVING
WOOD PAVING
CONCRETE PAVING

NOTE: ALL MONUMENTS SET ARE CAPPED 1/2" IRON ROD OR NAIL WITH WASHER WITH BEING STAMPED "GOLDEN OK 7263" UNLESS NOTED OTHERWISE

ZONING

1. Property is zoned: RH-6, Medium Density Apartment District.
2. Property is not located within an overlay zoning district.
3. There are no violations and is in compliance.
3.1 Property is not meeting required 20' rear setback.
4. Site plan was approved by City of Norman per the building permits.

Minimum Lot Area: 8,000 Sq. Ft.
Height Limitation: Three (3) stories
Maximum Floor Area Ratio: 0.4
Front Yard Requirement: 25 Feet
Side Yard Requirement: 5 Feet
Rear Yard Requirement: 20 Feet
Parking Requirement: 1.2 per du, recommended.

POSSIBLE ENCROACHMENTS

1. The building on the East encroach's 4.8'± on the 25' building setback line.
2. The building on the East encroach's 5.03'± on the 25' building setback line.
3. The building on the East encroach's 4.91'± on the 25' building setback line.
4. The building on the East encroach's 2.3'± on the 10' utility easement.
5. The building on the Southwest encroach's 0.1'± on the 25' building setback line
6. Wood Shed on the North is over the coning 5' side setback by 1.8'±

LEGAL DESCRIPTION

LOT ONE (1), IN BLOCK ONE (1), OF VICKSBURG VILLAGE, A REPLAT OF LOT 11, BLOCK 3, JAMESTOWN ESTATES NO. 3 ADDITION, TO NORMAN, AND BEING A PART OF THE NE¼, SECTION 33, T9N, R2W, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

Containing 266,748± Sq. Ft. or 6.1236± Acres, more or less.

The property described hereon is located completely within the property described in First American Title Insurance Company's Commitment No 2023113-6687100692181-2 dated August 8, 2024 at 7:30 AM.

SCHEDULE B-II EXCEPTIONS

9. 5. Restrictive Covenants filed 02/14/1980 in Book 706 at Page 127 which do not provide for forfeiture or reversion of title. Not shown, affects blanket in nature.
10. 6. Easements reserved in the Journal Entry of Judgment in the District Court of Cleveland County Case No. C-81-203 in Book 1737 at Page 288. Vacated Easement, Shown Hereon.
7. 7. Right-of-way in favor of Interstate Oil Pipe Line Company filed 10/14/1947 in Book 112 of Misc Records at Page 88. Not shown, affects blanket in nature.
8. 8. Intentionally deleted.
9. 9. Boundary line agreement filed 08/11/1971 in Book 519 at Page 32. Shown Hereon.
10. 10. Easement in favor of City of Norman for roadway purposes filed 07/25/1973 in Book 557 at Page 553. Shown Hereon.
11. 11. Easement in favor of City of Norman for roadway purposes filed 07/25/1973 in Book 557 at Page 555. Shown Hereon.
12. 12. Easement in favor of City of Norman for roadway purposes filed 07/25/1973 in Misc Book 557 at Page 557. Shown Hereon.
13. 13. Easements as shown on plat filed 03/14/1980 in Plat Book 13 at Pages 141 and 142. Shown Hereon.
14. 14. Easement in favor of Oklahoma Electric Cooperative filed 04/15/1980 in Book 711 at Page 414. Shown Hereon.
15. 15. Regulatory Agreement filed 03/11/1982 in Book 1221 at Page 28. Not shown, affects blanket in nature.
16. 16. Easements as shown on plat filed 04/07/1982 in Book 13 of Plats at Page 44. Shown Hereon.
17. 17. Right-of-way Agreement in favor of Oklahoma Natural Gas Company filed 11/09/1982 in Book 1263 at Page 368. Not shown, affects blanket in nature.
18. 18. Rules and Regulations for Central Oklahoma Master Conservancy District filed 12/06/1985 in Book 1897 at Page Re-recorded 12/13/1985 in Book 1899 at Page 30. Not shown, affects blanket in nature.
19. 19. Intentionally deleted.
20. 20. Amended Regulatory Agreement filed 01/10/1997 in Book 2797 at Page 185. Not shown, affects blanket in nature.
21. 21. Plat Ratification Filed 01/29/2003 in Book 3543 at Page 308. Not shown, affects blanket in nature.
22. 22. Regulatory Agreement filed 01/29/2003 in Book 3543 at Page 321. Not shown, affects blanket in nature.
23. 23. Affidavit of Agreement with Cox Communications, Inc., and property owners filed 01/26/2006 in Book 4125 at Page 861. Not shown, affects blanket in nature.
24. 24. Consent to Encroachment filed 09/09/2009 in Book 4664 at Page 554. Not shown, affects blanket in nature.
25. 25. Memorandum of Agreement with Cox Communications Oklahoma City, Inc., filed 10/15/2010 in Book 4798 at Page 380. Not shown, affects blanket in nature.
26. 26. Regulatory Agreement filed 01/12/2011 in Book 4830 at Page 488. Not shown, affects blanket in nature.
27. 27. UCC Financing Statement filed 01/12/2011 in Book 4830 at Page 498. Not Shown, non survey item.
28. 28. Rules and Regulations for the District filed 12/17/2018 in Book 6873 at Page 1489. Not shown, affects blanket in nature.
29. 29. Easement in favor of Co-Com, LLC, filed 12/07/2021 in Book 6331 at Page 619. Not shown, affects blanket in nature.

GENERAL NOTES

1. Pursuant to Table A Item 3, Said described property in, by graphical plotting only, located within an area having a Zone Designation "X" (unshaded) by FEMA, on Flood Insurance Rate Map No. 40027C0285H, dated 09/26/2008.
2. The Property has direct access to Vicksburg Avenue and Chalmette Drive/Bull Run Street, all being a dedicated public street.
3. Pursuant to Table A Item 8, The total number of striped parking spaces on the subject property is 167, including 12 designated handicap spaces.
4. Pursuant to Table A Item 16, There is no observed evidence of current earth moving work, building construction or building additions.
5. Pursuant to Table A Item 17, There are no proposed changes in street right of way lines, to the best of my knowledge. There is no observed evidence of recent street or sidewalk construction or repairs.
6. There is no observed evidence of site use as a solid waste dump, sump or sanitary landfill.
7. The bearing of South 00° 06' 38" East as shown on the East line of the subject property per Oklahoma State Plane Grid South and recorded Plat, was used as the basis of bearing for this survey.
8. All unit of measurements are US Survey feet (Grid).
9. No observed party walls were observed at the time of survey.
10. There are no offsite platable easements, unless shown hereon.
11. Pursuant to Table A Item 2, The address of 200 Vicksburg Ave, Norman, Ok 73071 and was in the documents provided.
12. Pursuant to Table A Item 6(a) and 6(b), The surveyor was provided with a zoning letter dated March 3, 2024 from The City of Norman, Melissa Navarro, 405-307-7112.
13. Pursuant to Table A Item 10, There are no division or party walls with respect to adjoining properties.
14. The surveyor was not provided with a specified areas from the client pursuant to Table A Item 14, The intersection of E Alameda St, and Vicksburg Ave. is located 340 feet from the NE corner of subject property.
15. Pursuant to Table A Item 18, the surveyor was not provided any offsite easements or servitudes burdening or benefiting the subject property unless shown hereon.
16. Pursuant to Table A Item19, A professional Liability Insurance policy has been obtained by the Surveyor and the Certificate of Insurance is available upon request.

ALTA/NSPS LAND TITLE SURVEY

To Vicksburg Affordable LP, an Oklahoma limited partnership; AHP Housing Fund 372, LLC, a Delaware limited liability company; Boeky & Company, Inc., Vicksburg Village Limited Partnership; Lumani Real Estate Capital, LLC, Musselman Abstract Company, U.S. Department of Housing and Urban Development (HUD); First American Title Insurance Company; and their successors and assigns:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 8, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 10, 11(a), 13, 14, 16, 17, 18 and 19 of Table A thereof. The field work was completed on 07/29/2024.

I further certify that this survey meets the Oklahoma Minimum Standards for the practice of land surveying and that there are no visible encroachments across the boundary lines other than those shown.

TROY D. GOLDEN 1745 PROFESSIONAL LAND SURVEYOR OKLAHOMA

August 14, 2024

Prepared By

GOLDEN LAND SURVEYING

4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120
C.A.# 7263 / Exp. Date =6/30/2026
Telephone: (405) 849-6010 Email: troy@goldenls.com

Drafted By: SS
Plot Date: August 14, 2024 Paper Size: 24"x36"
GLS Job No. 2021019

Sheet 1 Of

Item 29.

Landon Gum

From: Landon Gum
Sent: Friday, August 28, 2026 8:55 AM
To: 'Bailey, Tim'
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

Understood. Thanks Tim.

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
landon.gum@normanok.gov

This email and any files transmitted with it are intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender.

From: Bailey, Tim <BAILEYTJ@oge.com>
Sent: Thursday, August 27, 2026 9:31 AM
To: Landon Gum <Landon.Gum@NormanOK.gov>
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

This Message Is From an External Sender
This message came from outside your organization.
Report Suspicious

Landon;

I have been told by our attorney that OG&E will respond to this request in District Court only.

Timothy J. Bailey
Right-Of-Way Agent

From: Landon Gum <Landon.Gum@NormanOK.gov>
Sent: Thursday, August 27, 2026 8:37 AM
To: 'Wes White' <wwhite@okcoop.org>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; Bailey, Tim <BAILEYTJ@oge.com>; Konica <konica@oge.com>; 'okcrow@cox.com' <okcrow@cox.com>; 'aaron.tinkham@cox.com' <aaron.tinkham@cox.com>
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

EXTERNAL EMAIL - Use caution with links and attachments - **REPORT ANYTHING SUSPICIOUS** with the **REPORT BUTTON** in the toolbar or to SuspiciousEmail@oge.com

Again...with a reduced file size.

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
landon.gum@normanok.gov

This email and any files transmitted with it are intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender.

From: Landon Gum
Sent: Thursday, August 27, 2026 8:32 AM
To: 'Wes White' <wwhite@okcoop.org>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; 'baileytj@oge.com' <baileytj@oge.com>; 'konica@oge.com' <konica@oge.com>; 'okcrow@cox.com' <okcrow@cox.com>; 'aaron.tinkham@cox.com' <aaron.tinkham@cox.com>
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

Try again...with the attachment.

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
landon.gum@normanok.gov

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From: Landon Gum
Sent: Thursday, August 27, 2026 8:31 AM
To: 'Wes White' <wwhite@okcoop.org>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; 'baileytj@oge.com' <baileytj@oge.com>; 'konica@oge.com' <konica@oge.com>; okcrow@cox.com; aaron.tinkham@cox.com
Subject: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

Morning All,

See the attached request to close and vacate portion of a front 15' U/E for your review and comment. Please forward if you are not the appropriate contact AND be sure to let me know.

Thanks!

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue

Landon Gum

From: Tinkham, Aaron <Aaron.Tinkham@spectrum.com>
Sent: Friday, August 28, 2026 1:02 PM
To: Landon Gum
Subject: RE: [EXTERNAL] RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.
Attachments: 200 Vickburg Objection vacate .pdf

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Landon,

Thank you! We have underground lines highlighted in yellow on attached map that we are objecting to vacate at that location. Please let us know if you need anything else from us on this one.

Spectrum

Aaron Tinkham | Sr Land Use Agent | O: 405-417-1991 M: 405-417-1991
2330 NW 10th St Oklahoma City, OK 73107
Aaron.Tinkham@spectrum.com
OKCROW@Cox.com

From: Landon Gum <Landon.Gum@NormanOK.gov>
Sent: Thursday, August 27, 2026 8:37 AM
To: 'Wes White' <wwhite@okcoop.org>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; 'baileytj@oge.com' <baileytj@oge.com>; 'konica@oge.com' <konica@oge.com>; 'okcrow@cox.com' <okcrow@cox.com>; 'aaron.tinkham@cox.com' <aaron.tinkham@cox.com>
Subject: [EXTERNAL] RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

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Landon Gum

From: Landon Gum
Sent: Tuesday, September 8, 2026 8:58 AM
To: 'Wes White'
Cc: Ken Danner
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

Got it Wes. Thanks!

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
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405-366-5418 (Fax)
landon.gum@normanok.gov

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From: Wes White <wwhite@okcoop.org>
Sent: Thursday, September 3, 2026 8:55 AM
To: Landon Gum <Landon.Gum@NormanOK.gov>
Subject: RE: [External]RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

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Oklahoma Electric Cooperative has no objection to the closure and vacation of a portion of a utility easement at 200 Vicksburg Ave. OEC has an underground service to the building, but it should not affect this closure.

Thanks,
Wes

Wes White
Manager of Field Design
Oklahoma Electric
Cooperative

o: (405) 217-6617
wwhite@okcoop.org
www.okcoop.org
2520 Hemphill Dr | PO Box 1208
Norman, OK 73070

OEC OKLAHOMA ELECTRIC COOPERATIVE



From: Landon Gum <Landon.Gum@NormanOK.gov>
Sent: Thursday, August 27, 2026 8:37 AM
To: Wes White <wwhite@okcoop.org>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; 'baileytj@oge.com' <baileytj@oge.com>; 'konica@oge.com' <konica@oge.com>; 'okcrow@cox.com' <okcrow@cox.com>; 'aaron.tinkham@cox.com' <aaron.tinkham@cox.com>
Subject: [External]RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

[EXTERNAL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

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Public Works/Engineering Department
City of Norman
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Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
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Norman, OK 73069
405-366-5457 (Office)

Landon Gum

From: Landon Gum
Sent: Tuesday, September 8, 2026 9:32 AM
To: 'LATHROP, SIMON P'
Cc: Ken Danner
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

Thank you Simon.

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
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Norman, OK 73069
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405-366-5418 (Fax)
landon.gum@normanok.gov

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From: LATHROP, SIMON P <sl4915@att.com>
Sent: Thursday, September 3, 2026 11:26 AM
To: Landon Gum <Landon.Gum@NormanOK.gov>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>
Cc: Ken Danner <Ken.Danner@NormanOK.gov>
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.

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No objections.

Simon Lathrop
Mgr. OSP Planning & Engineering Design
AT&T OKLAHOMA
405-291-2020 Office
405-338-5406 Cell
sl4915@att.com

From: Landon Gum <Landon.Gum@NormanOK.gov>
Sent: Wednesday, September 2, 2026 2:55 PM
To: LATHROP, SIMON P <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>
Cc: Ken Danner <Ken.Danner@NormanOK.gov>
Subject: RE: Request to Close & Vacate a Portion of a Utility Easement - 200 Vicksburg Ave.
Importance: High

Simon & Drew,

Do you have an objection to closing and vacating the below easement?

Thanks!

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
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CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: Vicksburg Affordable LP

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2627-10: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING AND VACATING A FIFTEEN (15) FEET IN WIDTH PLATTED UTILITY EASEMENT LYING IN LOT ONE (1), BLOCK ONE (1) OF VICKSBURG VILLAGE, AN ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (200 VICKSBURG AVE; WARD 1)

GENERAL INFORMATION

APPLICANT	Vicksburg Affordable LP Attorneys: Box Law Group.
REQUESTED ACTION	Closure of a platted fifteen-foot (15') utility easement within Lot 1, Block 1, Vicksburg Village, a Replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition. 200 Vicksburg.

BACKGROUND: The attorney for the applicant has requested closing and future vacating a platted fifteen-foot (15') utility easement located within Lot 1, Block 1, Vicksburg Village Addition. Vicksburg Village a Replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition was filed of record with the Cleveland County Clerk on April 7, 1982.

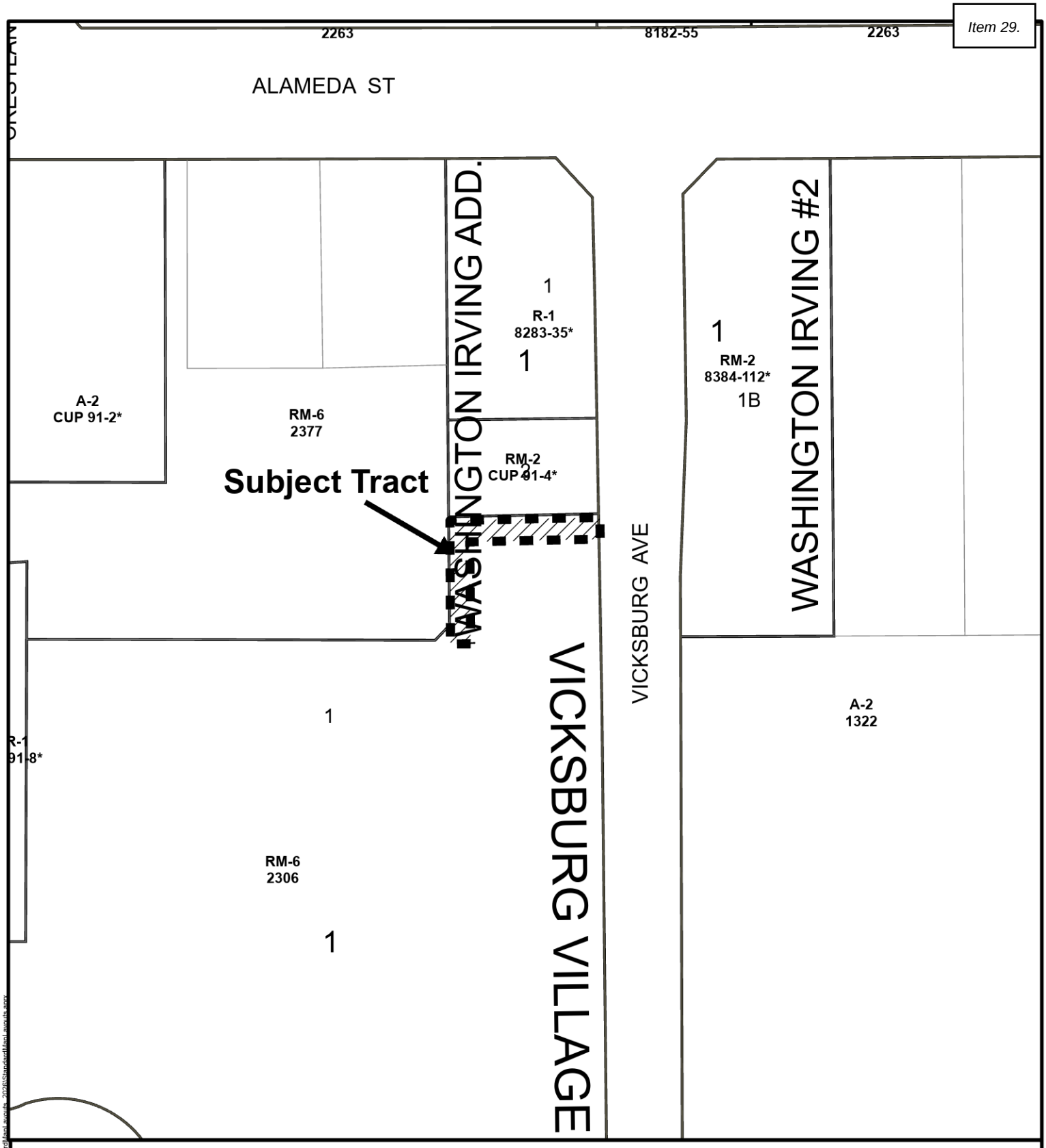
DISCUSSION: With the closure and potential vacation of the utility easement, any existing structures would be clear of any encroachments.

Staff received an objection from Spectrum (Cox) Communication. Utility company's responses are attached. The City of Norman does not have any utilities within the easement.

RECOMMENDATION: Based on the fact the City has received an objection, staff cannot support the request to close a platted fifteen-foot (15') utility easement located within Lot 1, Block 1, Vicksburg Village, a Replat of Jamestown Estates No. 3 Addition.

ACTION NEEDED: Recommend approval or disapproval of the request to close a platted fifteen-foot (15') utility easement within Lot 1, Block 1, Vicksburg Village, a Replat of Lot 11, Block 3, Jamestown Estates No. 3 Addition as described with the applicants submittal.

ACTION TAKEN: _____



Location Map

Subject Tract

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.

N W E S

September 2, 2026

0 50 100 Ft.

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200 Vicksburg

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF O-2627-10: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING AND VACATING A FIFTEEN (15) FEET IN WIDTH PLATTED UTILITY EASEMENT LYING IN LOT ONE (1), BLOCK ONE (1) OF VICKSBURG VILLAGE, AN ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (200 VICKSBURG AVE; WARD 1)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Vacation Documents
4. Survey
5. Utility Responses

Staff Presentation

There was no staff presentation for this item.

Applicant Presentation

Kaitlyn Turner, the applicant's representative, presented the 200 Vicksburg easement closure project.

Commissioner Kindel asked whether utility provider letters were required from all companies. Beth Muckala, Assistant City Attorney, explained utility providers are contacted through an internal review process and confirmed the required process had been followed. Even though the documentation from some utility providers was not included in the packet, that does not mean they were not contacted.

Public Comment

There were no public comments.

Commission Discussion

There was no further commission discussion.

Motion to approve made by Commissioner McKown, Seconded by Commissioner Kindel.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2627-10.

File Attachments for Item:

30. CONSIDERATION OF ADPOTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Riggins Ventures, L.L.C.

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF ADPOTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, L.L.C./Box Law Group
LOCATION	201 W Apache St
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCPUD, Center City Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development

PROPOSED LAND USE No Change

SUMMARY:

The applicant, Riggins Ventures, L.L.C., requests a new CCPUD, Center City Planned Unit Development, for 201 W Apache Street to allow development of a multi-unit residential structure.

The proposal for this site is to construct a 17,872 square-foot gross floor area (4,134 square-foot footprint), four-story, multi-unit residential building, as illustrated in Exhibit A, Site Development Plan. The CCPUD proposes eight 4-bedroom residential dwelling units on all floors – for a total of 32 bedrooms.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCPUD	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Vacant Lot	Single-Family Detached	Duplex	CCFBC Multi-family Structure	CCFBC Multi-family Structure

ZONING DESIGNATION
CCFBC, Center City Form-Based Code
The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.

- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods.

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.

LAND USE DESIGNATION
Urban High (UH)
See attached Urban High Land Use Category documents.

CHARACTER AREA DESIGNATIONS
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Centennial Park is located approximately a quarter of a mile northwest of the development site. Legacy Trail Park is located approximately a third of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
This request does not require a Pre-Development meeting.

BOARD OF PARKS COMMISSIONERS:
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments “inconsistent” with the AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Building(s) must comply with the City of Norman Ordinances and adopted ICC codes as amended by OUBCC - including IFC Appendices B, C, and D., specifically D105 regarding required Aerial Access for structures that are 30’ or greater in height. Items not addressed during predevelopment review will be required and addressed during building permitting.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

The subject property is already platted.

The requested 84.83% impervious surface requires engineered solutions with an Operations and Maintenance Manual, a drainage report, and a Site Grading Plan. The applicant proposes in the CCPUD to utilize an engineered solution to mitigate the runoff associated with the additional impervious area.

TRANSPORTATION ENGINEER

The Transportation Engineer has no comments for this previously platted lot.

PLANNING

ZONING CONSIDERATIONS

Purpose – CCPUD, Center City Planned Unit Development

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 City Form-Based Code.

Uses Permitted

Residential – as defined and regulated by the CCFBC

- Household Living
- Group Living
- Overnight Lodging

Four-bedrooms per dwelling unit shall be permitted by right within this CCPUD.

Area Regulations

Front Yard: (fronting Santa Fe Avenue and Apache Street)
The proposed four-story residential structure will be brought 2 feet closer to the property line than the established Required Build Line (RBL) along S Santa Fe Avenue. The applicant proposes the RBL be moved to 3' behind the property line from the current 5' RBL.

As noted, the RBL along S. Santa Fe Avenue will be 3' behind the property line. The applicant proposes a 6'5" offset for the structure from the RBL instead of the CCFBC-allowed maximum of 24" to accommodate a recessed porch area at the entryway of the structure.
The RBL along W. Apache will remain at 10 feet, the structure will meet this RBL.

Side Yard: As required by the CCFBC, the proposed structure will have a zero setback with the adjacent property to the west.

Rear Yard: The minimum depth of the rear yard setback is as shown on the site plan. The CCFBC does not have a rear setback depth.

Height Regulations

The CCFBC requires a minimum of two stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The CCPUD proposes a four-story multi-unit residential structure.

Landscaping and Open Space

The CCPUD states landscaping and required Open Space will be provided as indicated in Exhibit A, Site Development Plan, and Exhibit D, Landscape Plan. The CCPUD Site

Plan calls for Street Trees to be provided along S Santa Fe Avenue and W Apache Street as required under the CCFBC.

The required minimum 15% Open Space will be provided on the north, east, and south sides of the building and on the private balconies of the units, instead of behind the Parking Setback Line as required by the CCFBC.

Parking

The current CCFBC parking requirement for such a development is 32 parking spaces. Through this CCPUD, the applicant is requesting to reduce the required number of parking spaces to 28. As proposed, two parking spaces will be provided on-site with alley access, five on-street parking spaces will be installed along S Santa Fe Avenue, and 21 off-site spaces will be provided through the attached Parking Lease Agreement.

Lighting

The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical.

Signage

The CCPUD states that all signage shall comply with 402. General Provisions, Section M of the CCFBC.

Fencing/Walls

The CCPUD proposes a Street Wall with a gate to be located along at the rear of the property along the RBL from the rear of the structure to the north property line as required by the CCFBC. The CCPUD further proposes the Street Wall proposed along Santa Fe Avenue provide the screening for dumpster at the rear of the structure.

Sanitation/Utilities

The applicant is providing a dumpster to service the sanitation needs of the Property. The proposed 6’4”’ Street Wall along the RBL will provide the needed screening from Santa Fe Avenue.

Exterior Materials

The applicant proposes brick veneer for the ground floor and the central tower facing Santa Fe, while the second, third, and fourth floors and the recessed porches' exterior walls will be clad in cement fiber board.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as the proposed new structure will have brick and cement

siding and a recessed deck along S Santa Fe Avenue. The dumpster and parking area are located off the alleyway and will be screened from S Santa Fe Avenue by the proposed Street Wall located at the rear of the property along the RBL. New 5' sidewalks and the installation of bike racks will promote alternative transportation options. The development will comply with stormwater and drainage requirements.

Core Area Neighborhood Policies

The proposal is **consistent** with Core Neighborhood Area Policies, as it proposes a higher-density infill development of a similar scale and character to other developments found in the CCFBC. This infill development will promote alternative modes of transportation with the proposed installation of five-foot sidewalks along both street frontages and bike racks in front of the structure on W Apache Street. The development promotes activation of the street space by placing the structure close to the property line while placing parking and the dumpster off the alleyway. The recessed decks proposed for residents' use on the S Santa Fe Avenue elevation will further encourage activation of the street space.

Urban High Land Use Policies

The proposal is **consistent** with the following Urban High Land Use policies:

- **Context**
- **Building Types**
- **Site Design**
- **Transportation, Circulation & Access**
- **Site Design**
- **Utility Access**

The CCPUD proposes a residential structure with eight dwelling units, meeting the density sought by the Urban High Land Use Policy.

The proposed development features a four-story building, which is an allowed height by both the CCFBC regulations and Urban High Policies. The proposed multi-story multi-unit structure is a housing type sought by the Urban High Land Use designation. The proposed four-story structure with brick and cement fiberboard and recessed porch is similar in height and design to other structures found in the Center City District.

The proposed development is located half a mile north of the University of Oklahoma's South Oval and a third of a mile south of Main Street in the central business district. Additionally, two Embark Transit stops are located along Webster Avenue between W Symmes Street and W Apache Street, approximately two blocks from the Property. Due to its location and available network of sidewalks and transit, the proposed development has the opportunity for a pedestrian-only mode of transportation. The proposed development meets the transportation and access goal of the Urban High Land Use designation, which seeks a reduction in parking while pedestrian transportation is encouraged.

Five-foot sidewalks are proposed along W Apache Street and S Santa Fe Avenue, and this development request will connect to the existing sidewalk system in the Center City,

allowing residents pedestrian access to the University of Oklahoma and the central business district.

The CCFBC allows a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. The CCPUD proposes 84.83% impervious coverage and an engineered solution to mitigate additional impervious surface coverage for the site, thereby meeting the stormwater policies of the Urban High Land Use designation.

The development will access the full range of existing utilities available at the site, as called for in the Urban High Land Use policies.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposed development meets requirements for City streets and provides access for solid waste services. A dumpster is provided on site at the rear of the property as shown on the CCPUD Site Plan and will be adequate for servicing the multi-unit residential structure. The proposed Street Wall on the RBL along S Santa Fe Avenue will provide the screening for the dumpster instead of an enclosure.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) are to be reused, they must have materials identified.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide a sought-after multi-unit dwelling structure near the University of Oklahoma Campus.

The CCPUD Narrative proposes variances to the CCFBC to allow the development of this four-story, multi-unit structure. This CCPUD seeks relief from the required minimum 32 parking spaces and location requirements for Open Space and Landscaping.

However, the proposed structure will retain several essential CCFBC design elements seen along W Apache Street and S Santa Fe Avenue, including building to the Required Build Line, articulated brick and cement board façades, recessed porch for street activation, and a Street Wall along the RBL to screen the parking and dumpster.

CONCLUSION:

Staff forwards this request for zoning to CCPUD, Center City Planned Unit Development, and Ordinance O-2627-1 for consideration by City Council.

ATTACHMENT(S):

201 W Apache St AIM Supporting Documents

PLANNING COMMISSION STAFF REPORT UPDATE:

The applicant made floor amendments at the Planning Commission meeting and subsequently submitted revised CCPUD Narrative and Site Plan. The following item was modified:

- The CCPUD Narrative and Site Plan were revised to match the submitted off-site parking leases. Specifically, there is an increase from 21 to 28 off-site parking spaces resulting in 35 total parking spaces provided for the development instead of 28.

PLANNING COMMISSION RESULTS:

At their meeting of October 8, 2026, the Planning Commission recommended approval of Ordinance O-2627-1 by a vote of 7-0.

O-2627-1

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

§ 1. WHEREAS, Riggins Ventures, LLC. has made application to have the property described below removed from CCPUD, Center City Planned Unit Development, and to have the same placed in CCPUD, Center City Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on October 8th, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from a CCPUD, Center City Planned Unit Development, and place the same in CCPUD, Center City Planned Unit Development to wit:

Lots One (1) and Two (2), in Block Seven (7), of D.L. LARSH'S FIRST ADDITION to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

Containing 0.16 acres, more or less.

§ 5. Further, pursuant to the provisions of Section 36-509 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the CCPUD Narrative, revised October 15, 2026, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

CORE NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

GOALS

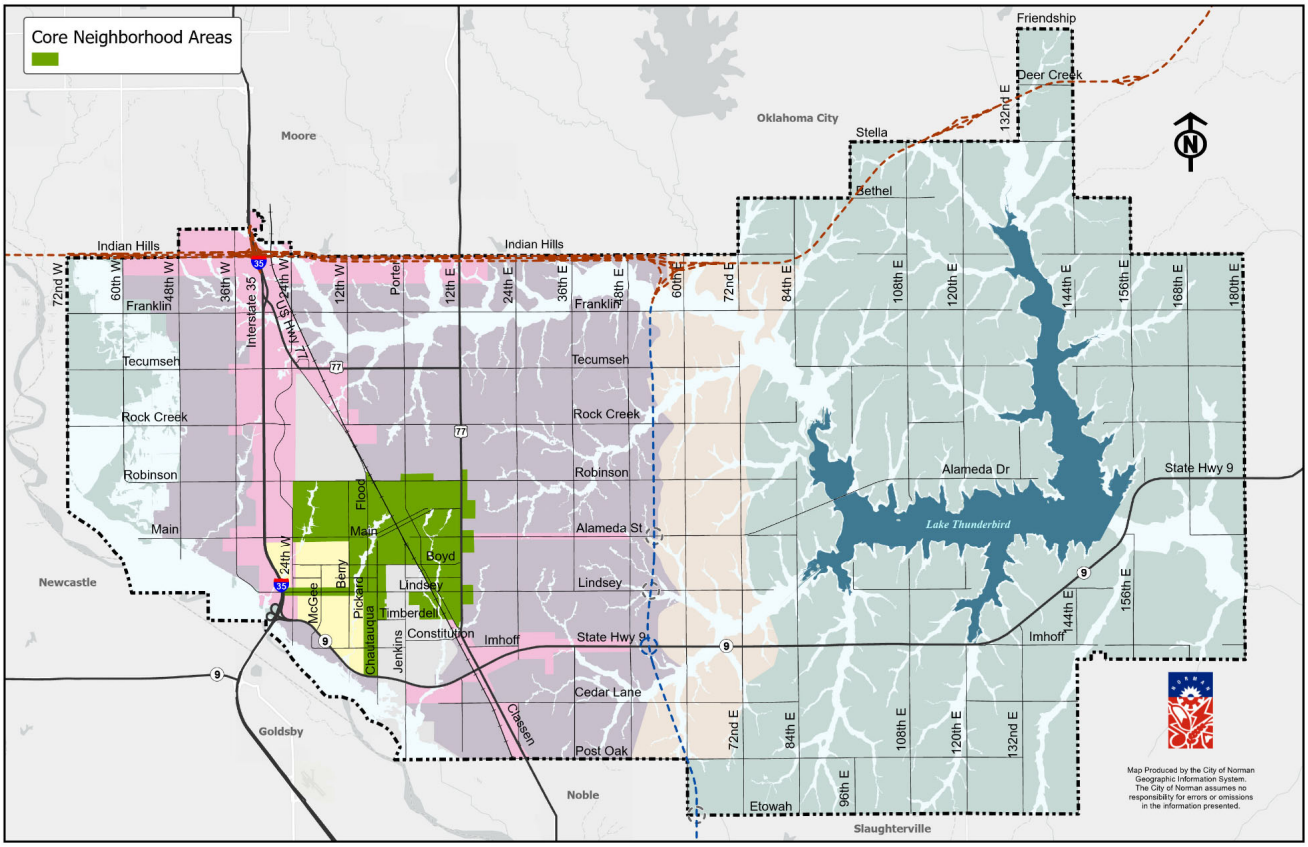
- Balance reinvestment and affordability for housing by promoting rehabilitation and renovation, while allowing for density increases, where appropriate.
  - *ADUs continue to be an appropriate housing typology in this Character Area.*
- Cultivate an accessible, pedestrian-centric environment that's enjoyable for live, work, and play including transitions from other, more auto-centric, character areas.
- Promote local business growth and encourage employment opportunities within the Core, catering to residents, students, and visitors.

OPPORTUNITIES

- High access to alternative modes of transportation, including public transit, walking, and bicycling.
- Rehabilitation and redevelopment opportunities for residential and commercial projects.
- Strong historic ties and active attention from existing community efforts.

CHALLENGES

- Undersized, aging infrastructure, including lack of stormwater infrastructure, that requires frequent maintenance.
- Balancing reinvestment with affordability options.
- Under used areas.
- Cost of infill development.



POLICIES

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - *Address the impacts of parking and access:*
    - » *Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.*
    - » *For residential development, access to garages and parking pads are encouraged from a rear loaded alley.*
    - » *Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.*
  - *Reflects the scale and characters of surrounding properties:*
    - » *Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.*
  - *Reduce the impact of higher intensity uses to adjacent lower intensity uses with* screening and landscaping. Native landscaping is encouraged.
  - *Encourage activation of the street space along arterials with pedestrian amenities.*
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited, but can be accommodated as long as scale transitions and architectural elements achieve continuity.

ACTION ITEMS

- Work with Downtown businesses to explore a Business Improvement District.
- Incorporate results of the Center City Infrastructure Study into future projects.
- Based on the most recently adopted Housing Plan, establish programming to encourage rehabilitation of residential structures.
- Develop incentive programs and/or pursue public private partnerships that promote infill development on vacant or under used sites to create catalytic projects of high-quality.
- Focus on strategic public investments to improve conditions, appropriate infill development on scattered vacant sites, and encouraging more homeownership and maintenance or upgrade of existing properties.
- Implement existing neighborhood plans; update as appropriate.
- Work with neighborhood leaders to assemble resources and technical assistance in support of existing historic districts.
- Coordinate with existing neighborhood organizations to increase street and alley activation to build community and increase safety.
- Conduct a parking study to identify solutions, including shared parking, to adequately support residents.
- Complete corridor-specific plans for potential Transit Oriented Development (TOD) sites that identify residential development opportunities that have good access management, improved site design, and low impact transitions to non-residential uses.
- Ensure undersized, aging infrastructure is updated as areas are redeveloped.
- Seek alternative funding sources to increase capacity for reducing flooding damages by acquiring vulnerable properties and converting that area to open space floodplain storage.
- Update regulations to:
  - *Ensure adequate lighting and sidewalks are provided for pedestrian safety.*
  - *Establish requirements for connectivity to bolster Complete Street policy.*
  - *Create development patterns consistent with the character area, including setbacks, scale, massing, yard characteristics, height, off-street parking, and other defining features.*
  - *Provide high-quality streetscape standards transitioning West Main Street, West Lindsey Street, and sections of James Garner Avenue and Porter Avenue from auto-centric to pedestrian-friendly designs as they approach Downtown Norman.*
  - *Explore special districts and design criteria for Downtown neighborhoods experiencing high development pressures such as Old Silk Stocking, and other locations not currently protected by an overlay district.*

LAND USE CATEGORY

Urban High (UH)

DESCRIPTION & CONTEXT

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

BUILDING TYPES

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

SITE DESIGN

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

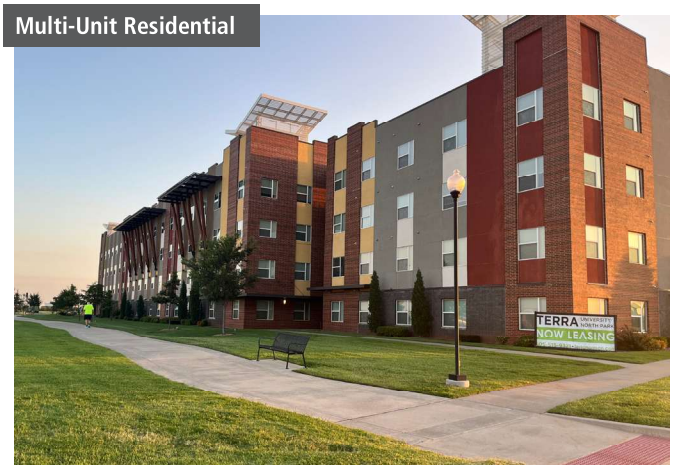
LOCATIONAL CRITERIA

- Large building footprints (>12,500 SF) compromise the development pattern and are not appropriate, except along arterials and at arterial intersections.
- Medium intensity residential uses should be discouraged along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Medium intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- High Urban is most compatible adjacent to: UM, ULC, MX, IMX, CBD, LCC, C, JC, TOD, and OP.
- High Urban is least compatible adjacent to: AR and UR and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

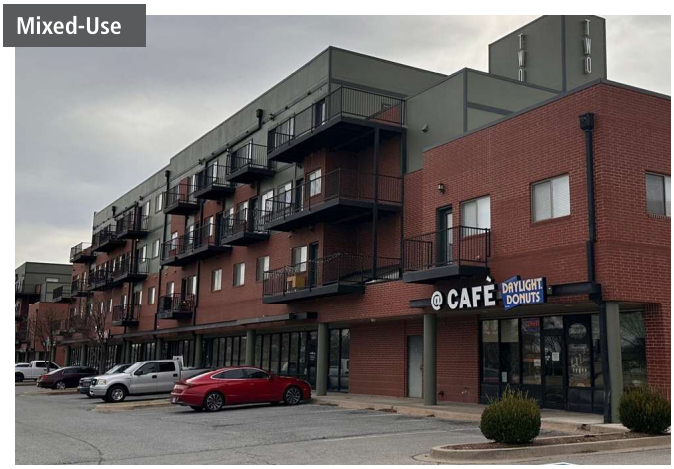
ZONING DISTRICTS

RM-2	RM-6	R-3	RO	O-1	CO	C-1	C-2	C-3	MUD		
PUD	SPUD										
A-1	A-2	RE	R-1	R-1-A	R-2	RM-4	TC	CR	I-1	I-2	M-1

Multi-Unit Residential



Mixed-Use



201 W. Apache

Norman, Oklahoma

Owner:
Riggins Ventures, LLC

Prepared By:
Box Law Group, PLLC

A CENTER CITY PLANNED UNIT DEVELOPMENT
APPLICATION FOR REZONING

Submitted August 3, 2026
Revised August 14, 2026
Revised September 3, 2026
Revised September 11, 2026
Revised September 23, 2026
Revised September 28, 2026
Revised October 1, 2026
Revised October 5, 2026
Revised October 15, 2026

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I. INTRODUCTION

A. Background and Intent

This Center City Planned Unit Development (the “CCPUD”) is submitted for the development of the 201 W. Apache Street property (the “Property”). The Property is located at the intersection of West Apache and S. Santa Fe Ave. The legal description is attached in Exhibit B.

The site is an existing vacant lot with existing utility services as well as existing alley access.

It is the intent of the owner to redevelop the Property in order to accommodate the gaps in the housing market while meeting the vision for the Center City. The Applicant is Riggins Ventures, LLC. The project will feature a 17,872 SF multi-family building, consisting of four floors with a maximum of 8 dwelling units with 4 bedrooms and 4 bathrooms per unit for a total of 32 bedrooms for the development.

The property is zoned under a CCPUD. The Applicant is requesting a new CCPUD in order to redevelop the parcel to be in-line with the existing structures on this block and to request four bedrooms per dwelling unit. Beyond these variances, the applicant is able to conform to most of the other detailed CCFBC code provisions. Therefore, in the spirit of fulfilling the vision of CCFBC, the Applicants bring this CCPUD forward with requested variances from the CCFBC as is necessary for this proposed redevelopment.

II. PROPERTY DESCRIPTIONS/EXISTING CONDITIONS

A. Location

The Property is located at 201 W. Apache St. The Property is on the northwest corner of W Apache St and S Santa Fe Ave. The specific location is illustrated on the attached Site Plan, as Exhibit A. See Exhibit B for legal description.

B. Existing Land Use and Zoning

The Property is currently zoned under a CCPUD. The property currently contains a vacant lot with existing utility services.

C. Elevation and Topography

The existing Property currently consists of a vacant lot after removal of the existing house. The lot is generally flat.

D. Drainage

The property currently drains to the alley and then towards Santa Fe Ave, which is located along the eastern side of the property.

E. Utility Services/ Public Works

The Property is already platted. All required utility systems for the project (including water, sewer, gas, and electric) are in immediate proximity to the Property, and long established.

F. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such.

G. Traffic Circulation and Access

West Apache Street is located along the front of the parcel, and Santa Fe is located along the east side of the property. Vehicle access will be available from S Santa Fe Ave.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein.

A. Permissible Uses

The allowable uses for the Property are included below:

Residential – as defined and regulated by the CCFBC

- Household Living
- Group Living
- Overnight Lodging

Four-bedrooms per dwelling unit shall be permitted by right within this CCPUD.

B. Development Criteria

1. Siting. The development shall comply with the setbacks shown on the Site Development Plan. To achieve a multimodal, pedestrian friendly environment, the Required Building Line (RBL) along Santa Fe Ave will be shifted to be 3’ behind the property line (as opposed to the existing 5’ behind the property line), and the RBL along Apache will remain at the existing 10’ behind the property line. The RBLs identified in the

Regulating Plan for this parcel shall be identified and reset, as applicable, in accordance with this CCPUD.

The CCFBC regulations for 32 bedrooms require 32 parking spaces. This CCPUD proposes two on-site parking spaces, five on-street parking spaces, and 28 parking spaces shall be located off-site via a lease agreement in accordance with Exhibit C.

Recessed porches with a maximum of 6 feet and 5 inches shall be permitted along S Santa Fe Ave in accordance with Exhibit A.

There will be a 72” tall street wall between the building and the alley along Santa Fe Ave comprised of brick/masonry, as shown in Exhibit A, Site Development Plan and Exhibit E, Elevations.

2. Building Height. The new structure on the parcel shall be a maximum of four stories in height. The ground story finished floor elevation shall be no lower than 14-inches above the average fronting public sidewalk elevation. The ground story shall have a minimum clear height of 9’-0”and the minimum clear height for the upper stories shall be 9’-0”.

3. Elements. The Property shall be built in accordance with the terms of this CCPUD, Exhibit A – Site Development Plan and Exhibit E Elevation Drawings.

Fenestration

- 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.
- Ground story fenestration shall comprise between 33% and 70% of the ground story facades, and other fronting exterior walls, provided they are not within 5 feet of the property line.
- 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

4. Unit Minimum and Bedrooms

This parcel will be developed with a minimum of three dwelling units and maximum of eight dwelling units. Each residential dwelling unit shall contain no more than four bedrooms.

5. Sanitation. Sanitation service will be provided via a dumpster on site, which will be screened by a street wall provided along the RBL, further defined above and shown on Exhibit A, Site Development Plan.

6. Signage. All signage shall comply with 402. General Provisions, Section M of the CCFBC.

7. Traffic access and sidewalks. The access from the existing alley will remain with this redevelopment. Access for pedestrians is planned along Apache Street and Santa Fe St. The sidewalk along both Apache and Santa Fe will be replaced to comply with current CCFBC standards and ADA accessibility requirements. Any damage to existing sidewalks will be replaced prior to a Certificate of Occupancy. On-site parking and street parking is shown on the site plan. Bicycle parking racks shall be provided as illustrated on the Exhibit A, Site Development Plan, and will meet Appendix C, Bicycle Parking Design Guidelines of the CCFBC.

8. Lighting. The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical, as amended thereafter.

9. Drainage. The total impervious surface for the property will increase to 84.83% from maximum allowed of 65% and therefore will utilize Low Impact Development measures listed in Section 7000 of the EDC. Drainage will utilize existing public drainage infrastructure via an underground detention pipe. This redevelopment project will meet Part 8. Site Development Requirements found in the CCFBC, and the drainage plans and Drainage Operation and Maintenance Agreement included with this CCPUD.

10. Open Space and Landscaping. Open Space shall comply with the CCFBC requirements, except for location, which is shown on Exhibit A, Site Development Plan, and Exhibit D, Proposed Landscape Plan. The minimum required Open Space shall be 917 square feet, with a minimum 303 square feet (33%) at grade, as required by the CCFBC. 561 square feet of Open Space will be at grade behind the parking setback line, 501 square feet will be at grade in front of the parking setback line, and private balconies will comprise the maximum allowed 614 square feet (67%). The total proposed private Open Space on site is 1,676 square feet. The Private Open Space will be provided in the landscaped areas on the north, south, and east sides of the structure as shown on Exhibit A Site Development Plan and Exhibit D Proposed Landscape Plan.

Refer to attached Exhibit D, Proposed Landscape Plan, for the street trees in street tree alignment area. Any trees planted shall be of a species that is listed in Section 506. Tree

Lists, of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman ordinance, or appropriate City of Norman staff member.

11. Parking. With the proposed 32 bedrooms, 32 parking spaces are required by the CCFBC. A minimum of 35 parking spaces shall be provided as follows: two on-site parking spaces, five on-street and 28 parking spaces to be provided off-site via a lease as shown in attached in Exhibit C. Refer to attached Exhibit A, Site Development Plan, and Exhibit C, Off-Site Parking Agreement, for the number of on-site parking spaces provided, their location, and size.

12. Architectural Materials (exteriors). The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate will be utilized. Innovative, energy-efficient materials appropriate to a pedestrian-scaled urban environment will be used for this development.

The following materials are proposed:

- Unit Masonry
  Masonry Veneer
- Anodized or Weathering Steel Panel
- Glass and Glazing Systems
- High-Impact EIFS
- Concrete
- Cementitious fiberboard
- Aluminum Panel with concealed fasteners

The following materials are prohibited:

- Any lap siding except natural wood or cementitious fiberboard.
- Composition roofing shingles used as a wall material
- Exposed fastener metal, R-Style panels.
- Artificial stucco or EIFS, except high impact quality

C. CCFBC Standards

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference.

For convenience purposes, a summary of the proposed variances for this CCPUD are as follows:

1. Move the Required Building Line (RBL) along Santa Fe Avenue from five (5') feet to three (3') feet.

2. Open Space and Landscaping will be provided as shown on the Exhibit D Proposed Landscape Plan. This CCPUD will allow required Open Space and Landscaping to be located in the north, south and east sides of the building as shown on Exhibit D Proposed Landscape Plan instead of behind the Parking Setback Line.
3. Exemption from on-site parking requirement. 32 parking spaces are required by the CCFBC. Requesting to provide 35 parking spaces for the development. Two shall be provided on-site, five provided on-street, and a minimum of 28 parking spaces shall be via a lease attached as Exhibit C.
4. Requesting 4 bedrooms per dwelling unit.
5. Requesting to recess entryways be a maximum of 6 feet and 5 inches.

201 W. Apache

Norman, Oklahoma

Owner:
Riggins Ventures, LLC

Prepared By:
Box Law Group, PLLC

A CENTER CITY PLANNED UNIT DEVELOPMENT
APPLICATION FOR REZONING

Submitted August 3, 2026
Revised August 14, 2026
Revised September 3, 2026
Revised September 11, 2026
Revised September 23, 2026
Revised September 28, 2026
Revised October 1, 2026
Revised October 5, 2026

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B. Legal Description of the Property
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I. INTRODUCTION

A. Background and Intent

This Center City Planned Unit Development (the “CCPUD”) is submitted for the development of the 201 W. Apache Street property (the “Property”). The Property is located at the intersection of West Apache and S. Santa Fe Ave. The legal description is attached in Exhibit B.

The site is an existing vacant lot with existing utility services as well as existing alley access.

It is the intent of the owner to redevelop the Property in order to accommodate the gaps in the housing market while meeting the vision for the Center City. The Applicant is Riggins Ventures, LLC. The project will feature a 17,872 SF multi-family building, consisting of four floors with a maximum of 8 dwelling units with 4 bedrooms and 4 bathrooms per unit for a total of 32 bedrooms for the development.

The property is zoned under a CCPUD. The Applicant is requesting a new CCPUD in order to redevelop the parcel to be in-line with the existing structures on this block and to request four bedrooms per dwelling unit. Beyond these variances, the applicant is able to conform to most of the other detailed CCFBC code provisions. Therefore, in the spirit of fulfilling the vision of CCFBC, the Applicants bring this CCPUD forward with requested variances from the CCFBC as is necessary for this proposed redevelopment.

II. PROPERTY DESCRIPTIONS/EXISTING CONDITIONS

A. Location

The Property is located at 201 W. Apache St. The Property is on the northwest corner of W Apache St and S Santa Fe Ave. The specific location is illustrated on the attached Site Plan, as Exhibit A. See Exhibit B for legal description.

B. Existing Land Use and Zoning

The Property is currently zoned under a CCPUD. The property currently contains a vacant lot with existing utility services.

C. Elevation and Topography

The existing Property currently consists of a vacant lot after removal of the existing house. The lot is generally flat.

D. Drainage

The property currently drains to the alley and then towards Santa Fe Ave, which is located along the eastern side of the property.

E. Utility Services/ Public Works

The Property is already platted. All required utility systems for the project (including water, sewer, gas, and electric) are in immediate proximity to the Property, and long established.

F. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such.

G. Traffic Circulation and Access

West Apache Street is located along the front of the parcel, and Santa Fe is located along the east side of the property. Vehicle access will be available from S Santa Fe Ave.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein.

A. Permissible Uses

The allowable uses for the Property are included below:

Residential – as defined and regulated by the CCFBC

- Household Living
- Group Living
- Overnight Lodging

Four-bedrooms per dwelling unit shall be permitted by right within this CCPUD.

B. Development Criteria

1. Siting. The development shall comply with the setbacks shown on the Site Development Plan. To achieve a multimodal, pedestrian friendly environment, the Required Building Line (RBL) along Santa Fe Ave will be shifted to be 3’ behind the property line (as opposed to the existing 5’ behind the property line), and the RBL along Apache will remain at the existing 10’ behind the property line. The RBLs identified in the

Regulating Plan for this parcel shall be identified and reset, as applicable, in accordance with this CCPUD.

The CCFBC regulations for 32 bedrooms require 32 parking spaces. This CCPUD proposes two on-site parking spaces, five on-street parking spaces, and 21 parking spaces shall be located off-site via a lease agreement in accordance with Exhibit C.

Recessed porches with a maximum of 6 feet and 5 inches shall be permitted along S Santa Fe Ave in accordance with Exhibit A.

There will be a 72” tall street wall between the building and the alley along Santa Fe Ave comprised of brick/masonry, as shown in Exhibit A, Site Development Plan and Exhibit E, Elevations.

2. Building Height. The new structure on the parcel shall be a maximum of four stories in height. The ground story finished floor elevation shall be no lower than 14-inches above the average fronting public sidewalk elevation. The ground story shall have a minimum clear height of 9’-0”and the minimum clear height for the upper stories shall be 9’-0”.

3. Elements. The Property shall be built in accordance with the terms of this CCPUD, Exhibit A – Site Development Plan and Exhibit E Elevation Drawings.

Fenestration

- 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.
- Ground story fenestration shall comprise between 33% and 70% of the ground story facades, and other fronting exterior walls, provided they are not within 5 feet of the property line.
- 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

4. Unit Minimum and Bedrooms

This parcel will be developed with a minimum of three dwelling units and maximum of eight dwelling units. Each residential dwelling unit shall contain no more than four bedrooms.

5. Sanitation. Sanitation service will be provided via a dumpster on site, which will be screened by a street wall provided along the RBL, further defined above and shown on Exhibit A, Site Development Plan.

6. Signage. All signage shall comply with 402. General Provisions, Section M of the CCFBC.

7. Traffic access and sidewalks. The access from the existing alley will remain with this redevelopment. Access for pedestrians is planned along Apache Street and Santa Fe St. The sidewalk along both Apache and Santa Fe will be replaced to comply with current CCFBC standards and ADA accessibility requirements. Any damage to existing sidewalks will be replaced prior to a Certificate of Occupancy. On-site parking and street parking is shown on the site plan. Bicycle parking racks shall be provided as illustrated on the Exhibit A, Site Development Plan, and will meet Appendix C, Bicycle Parking Design Guidelines of the CCFBC.

8. Lighting. The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical, as amended thereafter.

9. Drainage. The total impervious surface for the property will increase to 84.83% from maximum allowed of 65% and therefore will utilize Low Impact Development measures listed in Section 7000 of the EDC. Drainage will utilize existing public drainage infrastructure via an underground detention pipe. This redevelopment project will meet Part 8. Site Development Requirements found in the CCFBC, and the drainage plans and Drainage Operation and Maintenance Agreement included with this CCPUD.

10. Open Space and Landscaping. Open Space shall comply with the CCFBC requirements, except for location, which is shown on Exhibit A, Site Development Plan, and Exhibit D, Proposed Landscape Plan. The minimum required Open Space shall be 917 square feet, with a minimum 303 square feet (33%) at grade, as required by the CCFBC. 561 square feet of Open Space will be at grade behind the parking setback line, 501 square feet will be at grade in front of the parking setback line, and private balconies will comprise the maximum allowed 614 square feet (67%). The total proposed private Open Space on site is 1,676 square feet. The Private Open Space will be provided in the landscaped areas on the north, south, and east sides of the structure as shown on Exhibit A Site Development Plan and Exhibit D Proposed Landscape Plan.

Refer to attached Exhibit D, Proposed Landscape Plan, for the street trees in street tree alignment area. Any trees planted shall be of a species that is listed in Section 506. Tree

Lists, of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman ordinance, or appropriate City of Norman staff member.

11. Parking. With the proposed 32 bedrooms, 32 parking spaces are required by the CCFBC. A minimum of 28 parking spaces shall be provided as follows: two on-site parking spaces, five on-street and 21 parking spaces to be provided off-site via a lease as shown in attached in Exhibit C. Refer to attached Exhibit A, Site Development Plan, and Exhibit C, Off-Site Parking Agreement, for the number of on-site parking spaces provided, their location, and size.

12. Architectural Materials (exteriors). The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate will be utilized. Innovative, energy-efficient materials appropriate to a pedestrian-scaled urban environment will be used for this development.

The following materials are proposed:

- Unit Masonry
  Masonry Veneer
- Anodized or Weathering Steel Panel
- Glass and Glazing Systems
- High-Impact EIFS
- Concrete
- Cementitious fiberboard
- Aluminum Panel with concealed fasteners

The following materials are prohibited:

- Any lap siding except natural wood or cementitious fiberboard.
- Composition roofing shingles used as a wall material
- Exposed fastener metal, R-Style panels.
- Artificial stucco or EIFS, except high impact quality

C. CCFBC Standards

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference.

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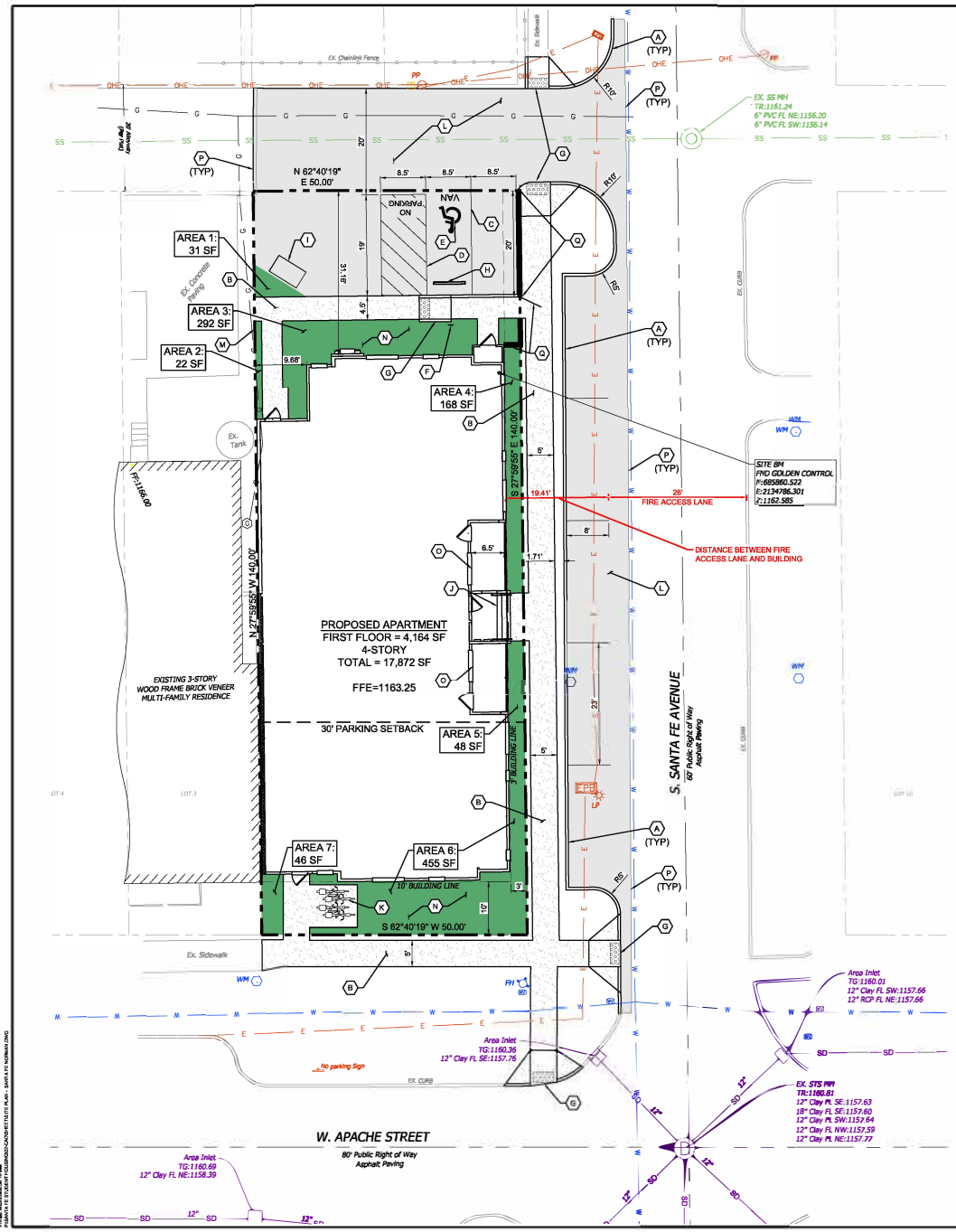

SITE PLAN NOTES

1. THE CONTRACTOR SHALL CONTACT"OKIE" AT 811 OR 800-522-6543, THREE (3) WORKING DAYS BEFORE BEGINNING ANY WORK, SO EXISTING UNDERGROUND UTILITIES CAN BE LOCATED AND MARKED.
2. EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS.
3. SIDEWALK EXPANSION JOINTS SHALL BE PLACED IN ACCORDANCE WITH DETAIL
4. ALL CONSTRUCTION AND METHODS TO BE IN STRICT ACCORDANCE WITH CURRENT AUTHORITY HAVING JURISDICTION SPECIFICATIONS AND DETAILS.
5. THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND WILL NOT BE LIMITED TO NORMAL WORKING HOURS. MAINTAIN ALL BARRICADES, WARNING SIGNS, FLASHING LIGHTS AND TRAFFIC CONTROL DEVICES DURING CONSTRUCTION. CONTRACTOR SHALL COMPLY WITH ALL O.S.H.A. REGULATIONS AND SAFETY REQUIREMENTS.
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SITE PLAN KEY NOTES

- (A) PROPOSED CURB AND GUTTER
- (B) PROPOSED CONCRETE SIDEWALK
- (C) PROPOSED 4" SOLID WHITE PARKING LINE (TYP)
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- (O) PRIVATE UNIT BALCONY
- (P) SAW CUTTO FULL DEPTH
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3. 1/8" MAXIMUM DEPTH TO TOP OF SEALANT AND 1/8" MAXIMUM PROTRUSION TO TOP OF SEALANT ALONG ADA ACCESS ROUTES.
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4. ALL TRENCH BACKFILL FOR OPEN CUT PAVEMENT AREAS SHALL BE BACKFILLED FULL DEPTH WITH AGGREGATE BASE MATERIAL AND COMPACTED IN 9 INCH LIFTS TO 95% STANDARD PROCTOR DENSITY TO THE BOTTOM OF SURFACE PAVEMENT.

LEGAL DESCRIPTION

LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION, TO NORMAN, OKLAHOMA COUNTY, OKLAHOMA ACCORDING TO THE RECORDED PLAT THEREOF.

CONTAINING 7,000 SF OR 0.1607 ACRES, MORE OR LESS

PROJECT INFORMATION

PROPERTY AREA

0.16	ACRES
7,000	SQFT

BUILDING AREA

LEVEL 1	4,164 SF
LEVEL 2	4,486 SF
LEVEL 3	4,486 SF
LEVEL 4	4,486 SF
TOTAL	17,872 SF

PARKING SUMMARY

TOTAL SPACES REQUIRED:
3 BEDROOM UNIT OR GREATER = 1 SPACE/BEDROOM
PROPOSED 32 BEDROOMS = 32 PARKING SPACES

TOTAL SPACES PROVIDED
1 ONSITE PARKING SPACE
1 ONSITE ADA SPACE
5 STREET PARKING SPACES
7 TOTAL ONSITE PARKING SPACES
28 (MIN) PARKING SPACES (TO BE LEASED)
35 TOTAL PARKING SPACES

PROPOSED LAND USE
IMPERVIOUS AREA 5,938 SF / 84.83%
PERVIOUS (LANDSCAPE) AREA 1,062 SF / 15.17%

NOTE: ENGINEERED SOLUTION REQUIRED >65% IMPERVIOUS AREA. SEE SHEET CG101

LANDSCAPE/PRIVATE OPEN AREA SUMMARY
BUILDABLE AREA BEHIND RBL = 6,110 SF

PRIVATE OPEN AREA REQUIRED 15% MINIMUM = 917 SF
MINIMUM 33% AT GRADE = 303 SF

LANDSCAPE AREA PROVIDED BEHIND 30' PARKING SETBACK AT GRADE
AREA 1 (DUMPSTER): 31 SF
AREA 2 (NORTH): 22 SF
AREA 3 (NORTH): 292 SF
AREA 4 (EAST): 168 SF
AREA 5 (EAST): 48 SF
TOTAL: 561 SF

LANDSCAPE AREA PROVIDED IN FRONT OF 30' PARKING SETBACK AT GRADE
AREA 6 (EAST/SOUTH): 455 SF
AREA 7 (SOUTH): 46 SF
TOTAL: 501 SF

INDIVIDUALBALCONY AREA = 86 SF
8 BALCONIES PROVIDED = 688 SF
MAXIMUM 67% PRIVATE BALCONIES = 614 SF

TOTALPRIVATE OPEN AREA ON SITE = 1,676 SF

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

66ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

10 5 0 10
SCALE: 1" = 10'

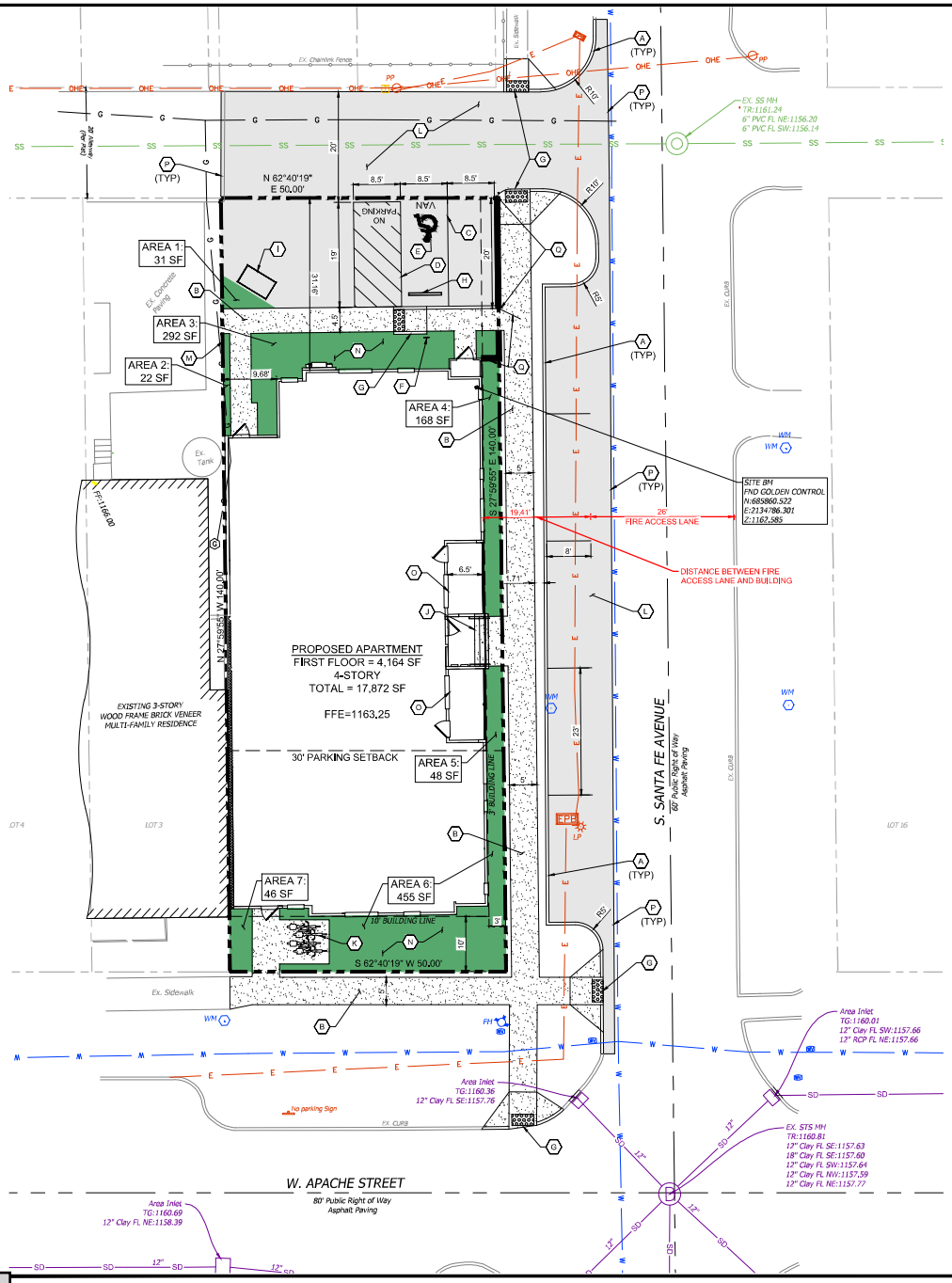
OKIE 811
Know what's below. Call before you dig.
1-800-522-6543

BY:
REVISION
DATE:

SITE PLAN
201 WEST APACHE
BLACK PINE CONSTRUCTION AND DEVELOPMENT
NORMAN, OKLAHOMA

DRAWN BY: MD
APPV. BY: BC
DATE: 09/01/2026

SHEET CS101



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LANDSCAPE/PRIVATE OPEN AREA SUMMARY
BUILDABLE AREA BEHIND RBL = 6,110 SF

PRIVATE OPEN AREA REQUIRED 15% MINIMUM = 917 SF
MINIMUM 33% AT GRADE = 303 SF

LANDSCAPE AREA PROVIDED BEHIND 30' PARKING SETBACK AT GRADE
AREA 1 (DUMPSTER): 31 SF
AREA 2 (NORTH): 22 SF
AREA 3 (NORTH): 292 SF
AREA 4 (EAST): 168 SF
AREA 5 (EAST): 48 SF
TOTAL: 561 SF

LANDSCAPE AREA PROVIDED IN FRONT OF 30' PARKING SETBACK AT GRADE
AREA 6 (EAST/SOUTH): 455 SF
AREA 7 (SOUTH): 46 SF
TOTAL: 501 SF

INDIVIDUAL BALCONY AREA = 86 SF
8 BALCONIES PROVIDED = 688 SF
MAXIMUM 67% PRIVATE BALCONIES = 614 SF

TOTAL PRIVATE OPEN AREA ON SITE = 1,676 SF

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

66 ENG GROUP
5 SOUTH MAIN STREET,
SAPULPA, OK 74066

SCALE: 1" = 10'

OKIE 811 know what's below. Call before you dig. 1-800-522-6543

BY | REVISION | DATE

SITE PLAN
201 WEST APACHE
BLACK PINE CONSTRUCTION AND DEVELOPMENT
NORMAN, OKLAHOMA

DRAWN BY: MD
APPV. BY: BC
DATE: 01/2026
SHEET: 01

781

Item 30.

Exhibit C - Off-site Parking Agreement

Parking Spaces Lease Agreement

This Parking Spaces Lease Agreement (the "Agreement") is made and entered into on this 15th day of June, 2026, by and between First Baptist Church Norman (hereinafter referred to as "Lessor"), and Riggins Ventures, LLC (hereinafter referred to as "Lessee"), an Oklahoma limited liability company.

Parking Spaces: Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor twenty-one (21) parking spaces located on Lessor's property as will be designated in the southwest corner of Lessor's main parking lot (the "Parking Spaces") as described herein:

a) As determined by Lessor, these Parking Spaces may be designated specifically or made available generally within the area designated for tenant parking. Lessor's spaces may be relocated at the discretion of Lessor.

b) There may be days throughout the year Lessor will have need for the entirety of the main lot, including the Lessee's Parking Spaces. These days will be deemed "overflow days" by Lessor, and Lessor may make provision for alternate parking spaces on these "overflow days."

c) As deemed by Lessor, "overflow days" shall be for large Church or community events, such as staging for the City of Norman's holiday parade, well-attended funerals, or similar events. Lessor will give Lessee a minimum of three (3) days' notice (usually more) of an upcoming "overflow day," as well as communicate the information directly to Lessee's tenants via text message as per current contact information provided by Lessee to Lessor.

d) The actual time the parking lot needs to be cleared on "overflow days" will be communicated in the notice to both Lessee and Lessee's tenants. If no time is specified, the period shall be the 24 hours commencing at midnight on the designated day.

Parking Permits & Tenant Information: Lessee shall be responsible to provide Lessor with current information of potential tenant parking permit holders including the following: full name; make, model, color, and license plate number of tenant's vehicle; tenant's mobile telephone number and email. It is the responsibility of the Lessee to keep Lessor informed of any changes in tenant's information and to keep the list current. After Lessee provides said information, Lessor will provide Lessee twenty-one (21) parking permits to be displayed by tenants given parking privileges by Lessee. Lessee will be responsible for retrieving parking permits at the end of a tenant's rental agreement period and provide them to subsequent tenants at Lessee's discretion.

Terms in Lease: The terms, if any, as written in the addendum to this Agreement shall be made part of the Lessee's rental agreement with each tenant to which Lessee issues a parking permit. Lessee shall provide Lessor with a signed digital copy of each tenant's lease agreement.

Term: The term of this Agreement shall commence on July 1, 2026 and shall continue for a period of ten (10) years unless earlier terminated in accordance with the terms herein.

Rent: Lessee shall pay to Lessor a graduated rent consisting of a monthly rent of $100 per space for twenty-one (21) spaces for the first five (5) years of this agreement, and $150 monthly rent per space for years' six-ten (6-10) of this agreement. One half of the total rent for the first year of this agreement, $12,600, shall be due and payable in advance of the term of this Agreement, with the balance of $12,600 due upon commencement of the term.

The full annual rent for all spaces leased by lessee shall be due and payable in years 2-10 of this Agreement on or before July 1 of each year.

In addition, Lessee shall pay to Lessor for each Parking Space leased by lessor an amount equal to the prevailing charge Lessor charges the general public for parking on Lessor's property during special events, including but not limited to OU football game days. Lessor will invoice Lessee separately for these paid parking events. As per the OU football schedule, all game day parking will be invoiced cumulatively in advance or during the football season with payment by Lessee due within ten (10) days of receipt of invoice. Other paid parking days will be invoiced after such event occurs.

Use: Lessee shall use the Parking Spaces solely for the parking of vehicles associated with their tenants' personal vehicles. Commercial vehicles, including but not limited to trucks in excess of one ton, trailers, boats, recreational vehicles and heavy equipment are not allowed. Personal vehicles in a state of disrepair shall not remain in said state for more than thirty (30) days.

Lessee shall not assign, sublease, or otherwise transfer its rights under this Agreement without the prior written consent of Lessor unless transfer is via sale or lease of the entire property at 201 Apache, Norman, OK. In the event of Lessee default, the bank holding the loan for 201 Apache shall have the right to assume the loan.

Maintenance and Repairs: Lessor shall be responsible for the maintenance and repairs of the Parking Spaces, including but not limited to lighting, striping, and general upkeep.

Indemnification: Lessee agrees to indemnify, defend, and hold harmless Lessor from and against any and all claims, damages, losses, liabilities, and expenses arising out of or related to Lessee's use of the Parking Spaces.

Insurance: Lessee shall name Lessor as an additional insured of the 201 Apache property insurance coverage for liability purposes and shall provide Lessor with a copy of the policy.

Default: In the event of a default by either party under this Agreement, the non-defaulting party shall have the right to terminate this Agreement upon 30 days written notice to the defaulting party.

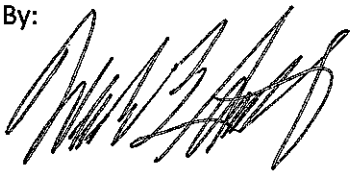
Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the state of Oklahoma.

Execution: This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

First Baptist Church Norman

By:



Wade Smith

Pastor, First Baptist Church Norman

Date: 6/22/26

Riggins Ventures LLC

By:



Dakota Riggins

Riggins Ventures LCC

Date: 6/15/2026

Parking Spaces Lease Agreement

This Parking Spaces Lease Agreement (the "Agreement") is made and entered into on this 2nd day of January 2025, by and between First Baptist Church Norman (hereinafter referred to as "Lessor"), and DC Jones Holdings, LLC (hereinafter referred to as "Lessee"), an Oklahoma limited liability company.

Parking Spaces: Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor seven (7) parking spaces located on Lessor's property as will be designated in the southeast corner of Lessor's main parking lot (the "Parking Spaces") as described herein:

a) As determined by Lessor, these Parking Spaces may be designated specifically or made available generally within the area designated for tenant parking. Lessor's spaces may be relocated at the discretion of Lessor.

b) There may be days throughout the year Lessor will have need for the entirety of the main lot, including the Lessee's Parking Spaces. These days will be deemed "overflow days" by Lessor, and Lessor may make provision for alternate parking spaces on these "overflow days."

c) As deemed by Lessor, "overflow days" shall be for large Church or community events, such as staging for the City of Norman's holiday parade, well-attended funerals, or similar events. Lessor will give Lessee a minimum of three (3) days' notice (usually more) of an upcoming "overflow day," as well as communicate the information directly to Lessee's tenants via text message as per current contact information provided by Lessee to Lessor.

d) The actual time the parking lot needs to be cleared on "overflow days" will be communicated in the notice to both Lessee and Lessee's tenants. If no time is specified, the period shall be the 24 hours commencing at midnight on the designated day.

Parking Permits & Tenant Information: Lessee shall be responsible to provide Lessor with current information of potential tenant parking permit holders including the following: full name; make, model, color, and license plate number of tenant's vehicle; tenant's mobile telephone number and email. It is the responsibility of the Lessee to keep Lessor informed of any changes in tenant's information and to keep the list current. After Lessee provides said information, Lessor will provide Lessee seven (7) parking permits to be displayed by tenants given parking privileges by Lessee. Lessee will be responsible for retrieving parking permits at the end of a tenant's rental agreement period and provide them to subsequent tenants at Lessee's discretion.

Terms in Lease: The terms, if any, as written in the addendum to this Agreement shall be made part of the Lessee's rental agreement with each tenant to which Lessee issues a parking permit. Lessee shall provide Lessor with a signed digital copy of each tenant's lease agreement.

Term: The term of this Agreement shall commence on August 1, 2025 and shall continue for a period of ten (10) years unless earlier terminated in accordance with the terms herein.

Rent: Lessee shall pay to Lessor a graduated rent consisting of a monthly rent of $75 for seven (7) spaces for the first five (5) years of this agreement, and $100 monthly rent for years' six-ten (6-10) of this agreement. One half of the total rent for the first year of this agreement, $3,150 shall be due and payable in advance of the term of this Agreement, with $3,150 due upon acceptance of this Agreement by Lessee, with the balance of $3,150 due upon commencement of the term.

The full annual rent for all spaces leased by lessee shall be due and payable in years 2-10 of this Agreement on or before August 1 of each year.

In addition, Lessee shall pay to Lessor for each Parking Space leased by lessor an amount equal to the prevailing charge Lessor charges the general public for parking on Lessor's property during special events, including but not limited to OU football game days. Lessor will invoice Lessee separately for these paid parking events. As per the OU football schedule, all game day parking will be invoiced cumulatively in advance or during the football season with payment by Lessee due within ten (10) days of receipt of invoice. Other paid parking days will be invoiced after such event occurs.

Use: Lessee shall use the Parking Spaces solely for the parking of vehicles associated with their tenants' personal vehicles. Commercial vehicles, including but not limited to trucks in excess of one ton, trailers, boats, recreational vehicles and heavy equipment are not allowed. Personal vehicles in a state of disrepair shall not remain in said state for more than thirty (30) days.

Lessee shall not assign, sublease, or otherwise transfer its rights under this Agreement without the prior written consent of Lessor unless transfer is via sale or lease of the entire property at 201 W Apache, Norman, OK. In the event of Lessee default, the bank holding the loan for 201 W Apache shall have the right to assume the loan.

Maintenance and Repairs: Lessor shall be responsible for the maintenance and repairs of the Parking Spaces, including but not limited to lighting, striping, and general upkeep.

Indemnification: Lessee agrees to indemnify, defend, and hold harmless Lessor from and against any and all claims, damages, losses, liabilities, and expenses arising out of or related to Lessee's use of the Parking Spaces.

Insurance: Lessee shall name Lessor as an additional insured of the 201 Apache property insurance coverage for liability purposes and shall provide Lessor with a copy of the policy.

Default: In the event of a default by either party under this Agreement, the non-defaulting party shall have the right to terminate this Agreement upon 30 days written notice to the defaulting party.

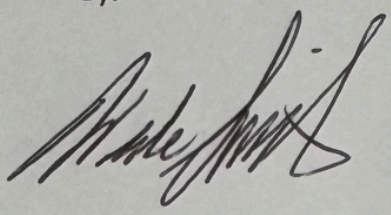
Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the state of Oklahoma.

Execution: This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

First Baptist Church Norman

By:



Wade Smith

Pastor, First Baptist Church Norman

Date: 1/2/2025

By:

Daniel Jones

Daniel Jones or Cameron Jones

Partner, DC Jones Holdings LCC

Date: 12-30-2024

THE CLERKLEY WATKINS GROUP
TCWG
ARCHITECTURE | PLANNING | INTERIOR DESIGN

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PROJECT:
201 WEST APACHE
BLACK PINE CONSTRUCTION AND DEVELOPMENT
NORMAN, OKLAHOMA

PRICING ISSUE 05-01-26

THESE DOCUMENTS ARE ISSUED FOR PRICING ONLY. NOT FOR PERMIT OR CONSTRUCTION.

PROJ. DATE : 1-20-26
PROJECT NO : BPC-2504
DRAWN BY : JWR
CHECKED BY :

SHEET

PLOT

A1-OL_LANDSCAPE-PLAN

PROPOSED LANDSCAPE PLAN

EXHIBIT D

0 20' 40'

NORTH

NOTES:

1. ALL DISTURBED AREAS SHALL RECEIVE SOD.
2. ALL LANDSCAPED AREAS TO RECEIVE IN-GROUND IRRIGATION SYSTEM, TO BE DESIGNED BY MANUFACTURER. CONTRACTOR TO PROVIDE AND COORDINATE WITH OWNER.
3. ALL LANDSCAPE AREAS TO BE WITHIN 150' OF A HALL MOUNTED HOSE BIB. CONTRACTOR TO COORDINATE.
4. PROVIDE LANDSCAPE LIGHTING AT EACH TREE.

SUMMARY OF QUANTITIES (LANDSCAPE)

ITEM No	SYMBOL	COMMON NAME	BOTANICAL NAME	QUANTITY	SIZE	UNIT	SPACING
TREE							
1	Rb	RED OAK, TREE	QUERCUS RUBRA	5 MIN.	5"	LUMP	AS SHOWN
2	Or	OKLAHOMA REDBUD	CERCIS CANADENSIS	2	15"	LUMP	AS SHOWN

GROUND COVER LEGEND

CONCRETE (SIDEWALKS)

GRASS, LANDSCAPE

LANDSCAPE SYMBOLS LEGEND

QUERCUS RUBRA TREE (Rb)
RED OAK, TREE

CERCIS CANADENSIS (Or)
OKLAHOMA REDBUD TREE

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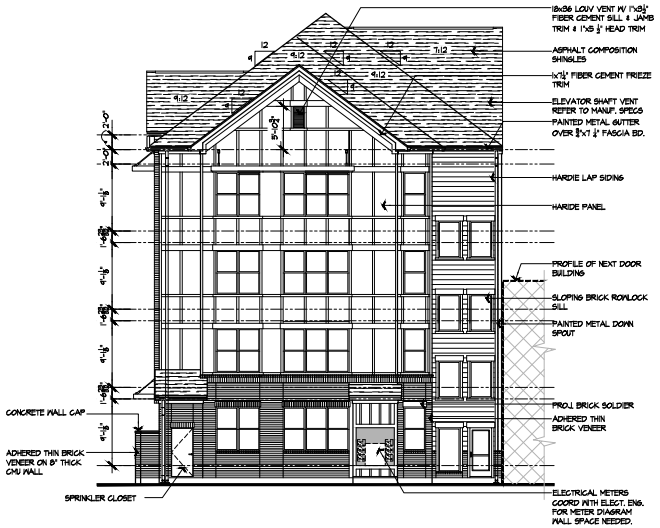
DRAWING NAME: S:\MULTI_FAMILY\PINE_SANTA-FE-AVE\2026-6-2 Revised-Study-Plans\A1-OL_LANDSCAPE-PLAN.dwg LAYOUT NAME: 24x36-1 Sep 11, 2026 - 4:52pm Rachel

SHEET SCALE= 1"=10'

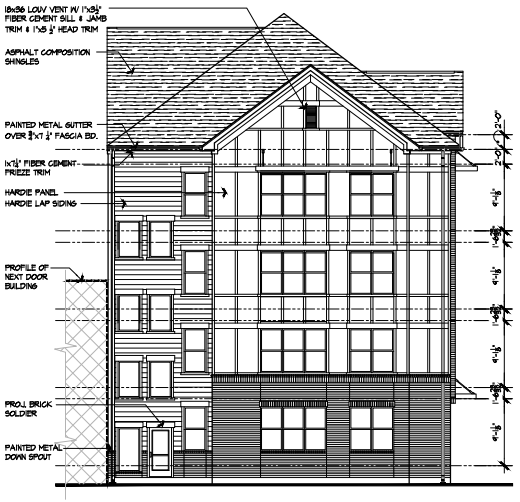
Exhibit E - Elevation Drawings



ALLEY (REAR) ELEVATION 1/8"=1'-0" (4)

2ND, 3RD & 4TH FLOORS
TOTAL WALL AREA UPPER FLOORS: 414 SQ.FT OPEN / 1,583 SQ.FT. = 26% FENESTRATION

1ST FLOORS
TOTAL WALL AREA 1ST FLOOR: 146 SQ.FT OPEN / 424 SQ.FT. = 34% FENESTRATION



WEST APACHE AVE. ELEVATION (2)

2ND, 3RD & 4TH FLOORS
TOTAL WALL AREA UPPER FLOORS: 414 SQ.FT OPEN / 1,583 SQ.FT. = 26% FENESTRATION

1ST FLOORS
TOTAL WALL AREA 1ST FLOOR: 146 SQ.FT OPEN / 424 SQ.FT. = 34% FENESTRATION



SANTA FE AVE. ELEVATION (1)

2NF, 3RD & 4TH FLOORS
TOTAL WALL AREA UPPER FLOORS: 1,088 SQ.FT OPEN / 3,252 SQ.FT. = 32% FENESTRATION

1ST FLOORS
TOTAL WALL AREA 1ST FLOOR: 416 SQ.FT OPEN / 905 SQ.FT. = 46% FENESTRATION

SHEET SCALE= 1/8"=1'-0"

DRAWING NAME: S:\MULTI_FAMILY\TBPINE_SANTA-FE-AVE\DOCS\6-2 Revised-Study Plans\ZZ-A4-05_BLDG1-ELEV1-4-22-26.dwg LAYOUT NAME: 24x36+1, Sep 22, 2026 - 4:56pm JoseV

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789

ZZ-A4-05_BLDG1-ELEV1-4-22-26

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TCWG
ARCHITECTURE | PLANNING | INTERIOR DESIGN

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PROJECT:
201 WEST APACHE
BLACK PINE CONSTRUCTION AND DEVELOPMENT
NORMAN, OKLAHOMA

PRICING ISSUE 05-01-26

THESE DOCUMENTS ARE ISSUED FOR PRICING ONLY, NOT FOR PERMIT OR CONSTRUCTION.

PROJ. DATE : 1-20-26
PROJECT NO : BPC-2604
DRAWN BY : JWR
CHECKED BY :

SHEET

PLOT

Item 30.

FILED IN THE OFFICE
OF THE CITY CLERK
ON 10/1/26-KW

September 30, 2026

Norman Planning Commission,

I disagree with the request for rezoning at 201 West Apache to increase the number of bedrooms to four per unit. This increases the congestion in this area. Since parking can now be leased up to one thousand feet from the property, land owners in that range should be notified.

I disagree with the request for rezoning at 211 West Symmes for the change in the lease for parking from twenty years to ten years. Parking continues to be a problem in this area. How will enforcement of the leases be conducted? What will be the situation when the leases expire?

Thank you for considering this information.

(over →)

Sincerely,

Valerie Asbury
125 West Symmes Street
Norman, OK 73069

Don and Valerie Asbury
Revocable Living Trust

Valerie Asbury, trustee
Don Asbury, trustee

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: Riggins Ventures, LLC

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-1: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, LLC/Box Law Group
LOCATION	201 W Apache St
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCPUD, Center City Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development

PROPOSED LAND USE No Change

SUMMARY:

The applicant, Riggins Ventures, LLC, requests a new CCPUD, Center City Planned Unit Development, for 201 W Apache Street to allow development of a multi-unit residential structure.

The proposal for this site is to construct a 17,872 square-foot gross floor area (4,134 square-foot footprint), four-story, multi-unit residential building, as illustrated in Exhibit A, Site Development Plan. The CCPUD proposes eight 4-bedroom residential dwelling units on all floors – for a total of 32 bedrooms.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCPUD	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Vacant Lot	Single-Family Detached	Duplex	CCFBC Multi-family Structure	CCFBC Multi-family Structure

ZONING DESIGNATION
CCFBC, Center City Form-Based Code
The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.

- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods.

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.

LAND USE DESIGNATION
Urban High (UH)
See attached Urban High Land Use Category documents.

CHARACTER AREA DESIGNATIONS
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Centennial Park is located approximately a quarter of a mile northwest of the development site. Legacy Trail Park is located approximately a third of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
This request does not require a Pre-Development meeting.

BOARD OF PARKS COMMISSIONERS:
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments “inconsistent” with the AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS
1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Building(s) must comply with the City of Norman Ordinances and adopted ICC codes as amended by OUBCC - including IFC Appendices B, C, and D., specifically D105 regarding required Aerial Access for structures that are 30' or greater in height. Items not addressed during predevelopment review will be required and addressed during building permitting.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

The subject property is already platted.

The requested 84.83% impervious surface requires engineered solutions with an Operations and Maintenance Manual, a drainage report, and a Site Grading Plan. The applicant proposes in the CCPUD to utilize an engineered solution to mitigate the runoff associated with the additional impervious area.

TRANSPORTATION ENGINEER

The Transportation Engineer has no comments for this previously platted lot.

PLANNING

ZONING CONSIDERATIONS

Purpose – CCPUD, Center City Planned Unit Development

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 City Form-Based Code.

Uses Permitted

Residential – as defined and regulated by the CCFBC

- Household Living
- Group Living
- Overnight Lodging

Four-bedrooms per dwelling unit shall be permitted by right within this CCPUD.

Area Regulations

Front Yard: (fronting Santa Fe Avenue and Apache Street)
The proposed four-story residential structure will be brought 2 feet closer to the property line than the established Required Build Line (RBL) along S Santa Fe Avenue. The applicant proposes the RBL be moved to 3' behind the property line from the current 5' RBL.

As noted, the RBL along S. Santa Fe Avenue will be 3' behind the property line. The applicant proposes a 6'5" offset for the structure from the RBL instead of the CCFBC-allowed maximum of 24" to accommodate a recessed porch area at the entryway of the structure.
The RBL along W. Apache will remain at 10 feet, the structure will meet this RBL.

Side Yard: As required by the CCFBC, the proposed structure will have a zero setback with the adjacent property to the west.

Rear Yard: The minimum depth of the rear yard setback is as shown on the site plan. The CCFBC does not have a rear setback depth.

Height Regulations

The CCFBC requires a minimum of two stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The CCPUD proposes a four-story multi-unit residential structure.

Landscaping and Open Space

The CCPUD states landscaping and required Open Space will be provided as indicated in Exhibit A, Site Development Plan, and Exhibit D, Landscape Plan. The CCPUD Site

Plan calls for Street Trees to be provided along S Santa Fe Avenue and W Apache Street as required under the CCFBC.

The required minimum 15% Open Space will be provided on the north, east, and south sides of the building and on the private balconies of the units, instead of behind the Parking Setback Line as required by the CCFBC.

Parking

The current CCFBC parking requirement for such a development is 32 parking spaces. Through this CCPUD, the applicant is requesting to reduce the required number of parking spaces to 28. As proposed, two parking spaces will be provided on-site with alley access, five on-street parking spaces will be installed along S Santa Fe Avenue, and 21 off-site spaces will be provided through the attached Parking Lease Agreement.

Lighting

The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical.

Signage

The CCPUD states that all signage shall comply with 402. General Provisions, Section M of the CCFBC.

Fencing/Walls

The CCPUD proposes a Street Wall with a gate to be located along at the rear of the property along the RBL from the rear of the structure to the north property line as required by the CCFBC. The CCPUD further proposes the Street Wall proposed along Santa Fe Avenue provide the screening for dumpster at the rear of the structure.

Sanitation/Utilities

The applicant is providing a dumpster to service the sanitation needs of the Property. The proposed 6’4”’ Street Wall along the RBL will provide the needed screening from Santa Fe Avenue.

Exterior Materials

The applicant proposes brick veneer for the ground floor and the central tower facing Santa Fe, while the second, third, and fourth floors and the recessed porches' exterior walls will be clad in cement fiber board.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as the proposed new structure will have brick and cement

siding and a recessed deck along S Santa Fe Avenue. The dumpster and parking area are located off the alleyway and will be screened from S Santa Fe Avenue by the proposed Street Wall located at the rear of the property along the RBL. New 5' sidewalks and the installation of bike racks will promote alternative transportation options. The development will comply with stormwater and drainage requirements.

Core Area Neighborhood Policies

The proposal is **consistent** with Core Neighborhood Area Policies, as it proposes a higher-density infill development of a similar scale and character to other developments found in the CCFBC. This infill development will promote alternative modes of transportation with the proposed installation of five-foot sidewalks along both street frontages and bike racks in front of the structure on W Apache Street. The development promotes activation of the street space by placing the structure close to the property line while placing parking and the dumpster off the alleyway. The recessed decks proposed for residents' use on the S Santa Fe Avenue elevation will further encourage activation of the street space.

Urban High Land Use Policies

The proposal is **consistent** with the following Urban High Land Use policies:

- **Context**
- **Building Types**
- **Site Design**
- **Transportation, Circulation & Access**
- **Site Design**
- **Utility Access**

The CCPUD proposes a residential structure with eight dwelling units, meeting the density sought by the Urban High Land Use Policy.

The proposed development features a four-story building, which is an allowed height by both the CCFBC regulations and Urban High Policies. The proposed multi-story multi-unit structure is a housing type sought by the Urban High Land Use designation. The proposed four-story structure with brick and cement fiberboard and recessed porch is similar in height and design to other structures found in the Center City District.

The proposed development is located half a mile north of the University of Oklahoma's South Oval and a third of a mile south of Main Street in the central business district. Additionally, two Embark Transit stops are located along Webster Avenue between W Symmes Street and W Apache Street, approximately two blocks from the Property. Due to its location and available network of sidewalks and transit, the proposed development has the opportunity for a pedestrian-only mode of transportation. The proposed development meets the transportation and access goal of the Urban High Land Use designation, which seeks a reduction in parking while pedestrian transportation is encouraged.

Five-foot sidewalks are proposed along W Apache Street and S Santa Fe Avenue, and this development request will connect to the existing sidewalk system in the Center City,

allowing residents pedestrian access to the University of Oklahoma and the central business district.

The CCFBC allows a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. The CCPUD proposes 84.83% impervious coverage and an engineered solution to mitigate additional impervious surface coverage for the site, thereby meeting the stormwater policies of the Urban High Land Use designation.

The development will access the full range of existing utilities available at the site, as called for in the Urban High Land Use policies.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposed development meets requirements for City streets and provides access for solid waste services. A dumpster is provided on site at the rear of the property as shown on the CCPUD Site Plan and will be adequate for servicing the multi-unit residential structure. The proposed Street Wall on the RBL along S Santa Fe Avenue will provide the screening for the dumpster instead of an enclosure.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) are to be reused, they must have materials identified.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide a sought-after multi-unit dwelling structure near the University of Oklahoma Campus.

The CCPUD Narrative proposes variances to the CCFBC to allow the development of this four-story, multi-unit structure. This CCPUD seeks relief from the required minimum 32 parking spaces and location requirements for Open Space and Landscaping.

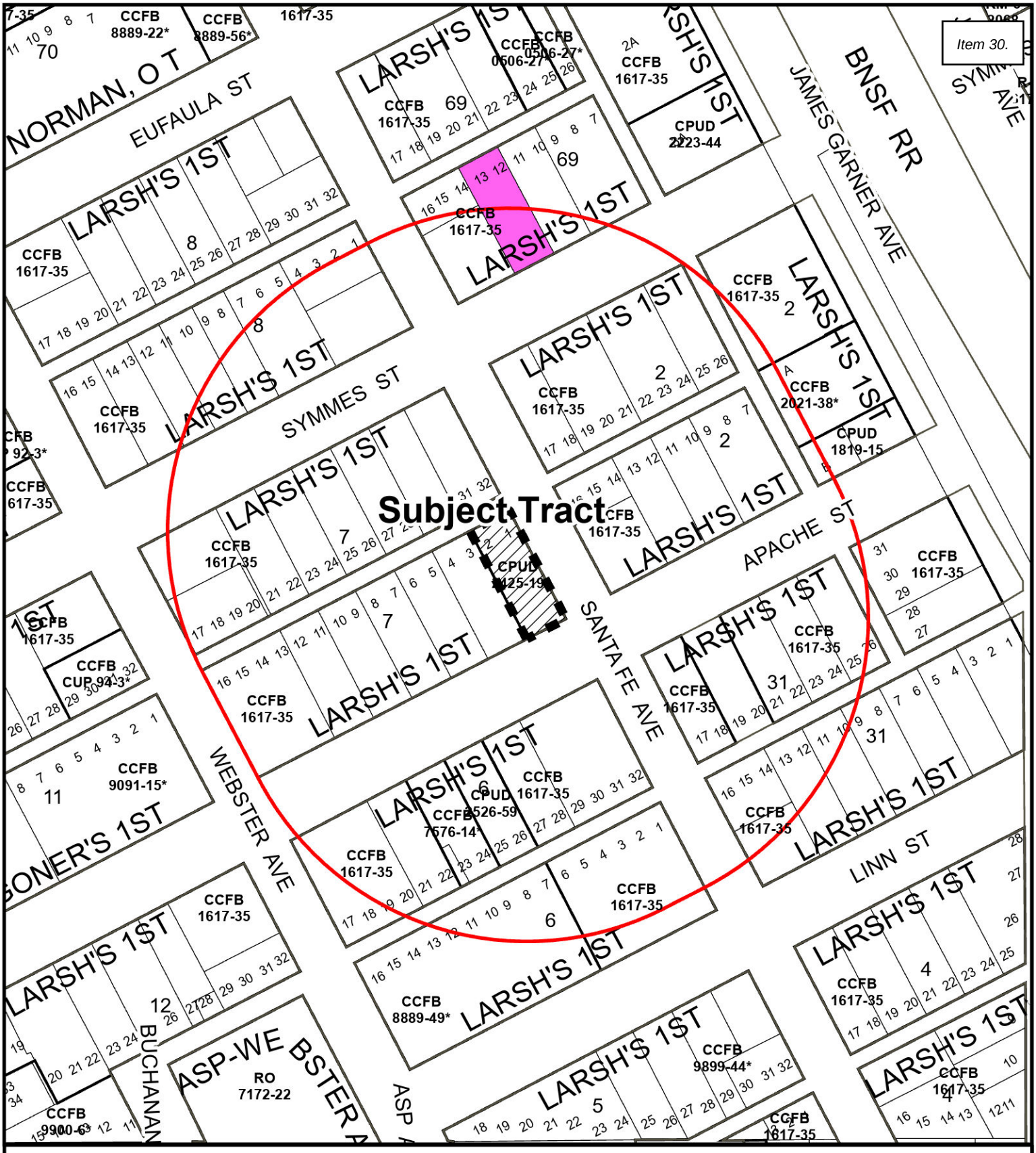
However, the proposed structure will retain several essential CCFBC design elements seen along W Apache Street and S Santa Fe Avenue, including building to the Required Build Line, articulated brick and cement board façades, recessed porch for street activation, and a Street Wall along the RBL to screen the parking and dumpster.

CONCLUSION:

Staff forwards this request for zoning to CCPUD, Center City Form-Based Code Planned Unit Development, and Ordinance O-2627-1 to the Planning Commission for consideration and recommendation to City Council.

ATTACHMENT(S):

201 W Apache St AIM Supporting Documents



Protest Map

1.0% 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.

N W E S

0 75 150 Feet

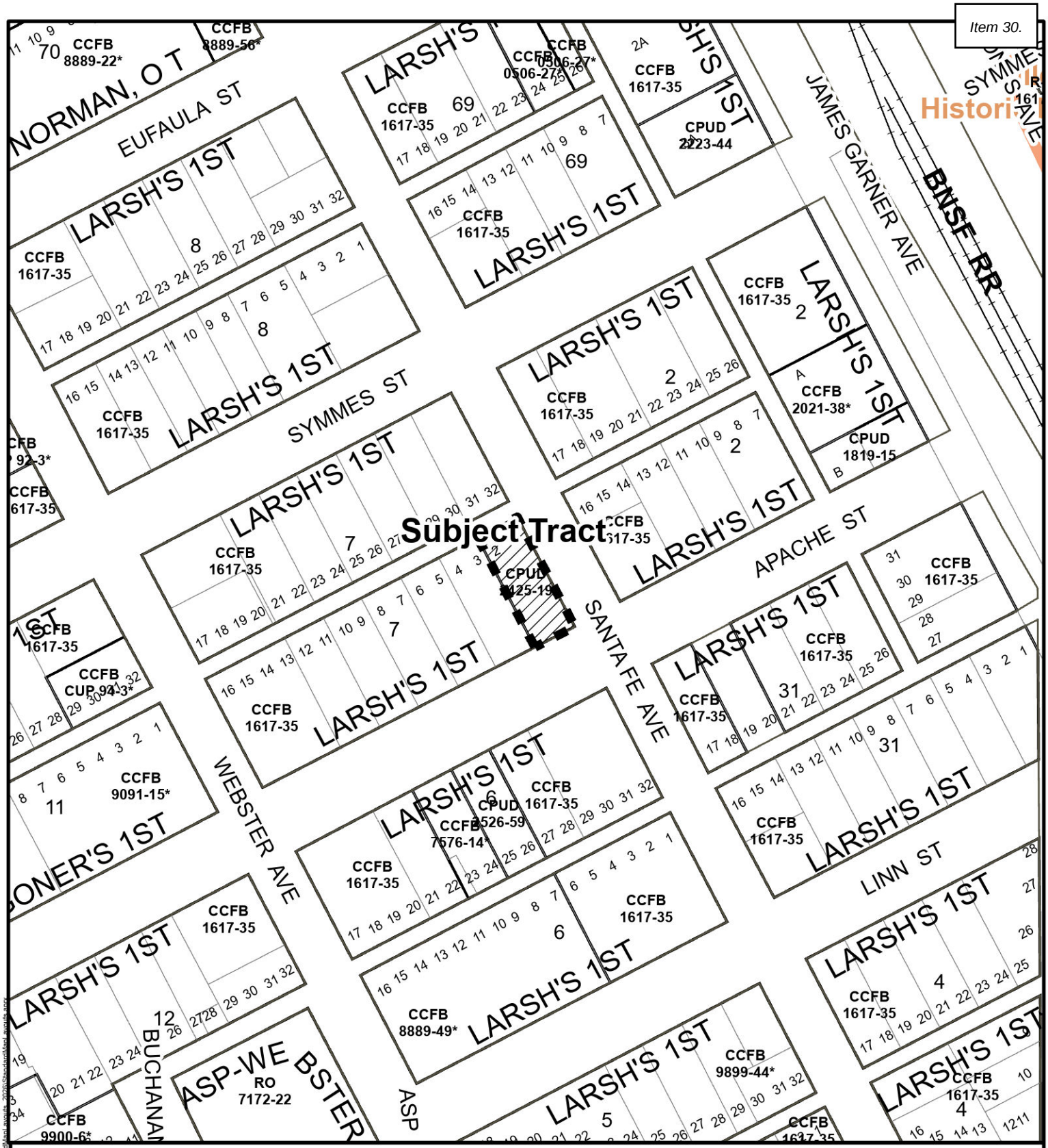
October 5, 2026

Subject Tract

Notification Area

Protest

801



Location Map

Subject Tract

August 5, 2026

0 75 150 Ft.

N
W E
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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.

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201 W Apache

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-1: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Narrative
5. Site Plan
6. Parking Agreement
7. Landscape Plan
8. Elevation Drawings
9. Protest Map & Letter

Staff Presentation

Anais Starr, Planner II, presented the staff report for the 201 W Apache project.

Commissioner McDaniel asked whether the road was subject to special fire regulations. Ms. Starr confirmed it was and stated the Fire Department had reviewed and approved the application.

Applicant Presentation

Kaitlyn Turner, the applicant's representative, presented the 201 W Apache project.

Ms. Turner presented a floor amendment to the CCPUD narrative specifying 28 off-site, two on-site, and five on-street parking spaces, for a total of 35 spaces.

Commissioner McDaniel asked about the lease term for the parking spaces. Ms. Turner confirmed it was 10 years.

Public Comment

There were no public comments.

Commission Discussion

There was no further commission discussion.

Motion to approve made by Commissioner Kindel, Seconded by Commissioner McKown.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2627-1.

File Attachments for Item:

31. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-11 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: 211 W Symmes, L.L.C.

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-11 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

APPLICANT/REPRESENTATIVE	211 W Symmes, L.L.C./CSO Development
LOCATION	211 W Symmes Street
WARD	4
CORE AREA	Yes
EXISTING ZONING	Center City Form-Based Code District, Urban Residential Frontage
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development

PROPOSED LAND USE No Change

SUMMARY:

The applicant, 211 W Symmes, L.L.C., requests a CCPUD, Center City Planned Unit Development, for the lot located at 211 W Symmes St to utilize a 10-year lease to supply part of the required parking spaces for the multi-unit residential structure currently under construction, as outlined in Appendix B of the CCFBC, Center City Form-Based Code.

The development at 211 W Symmes Street received the required CCFBC Certificate of Compliance and building permit for the site. Construction is currently underway for a 16,665 square feet four-story residential building, as illustrated in Exhibit A, Site Development Plan. This residential structure will contain 12 dwelling units with three bedrooms in each unit. The current CCFBC code for such a development requires 36 parking spaces. With this CCPUD, the applicant is proposing to provide the parking spaces as follows: 23 tandem parking spaces will be provided by an on-site parking area with access off the alleyway, three on-street parking spaces will be installed along W Symmes Street, and 10 off-site parking spaces via a lease. The submitted CCPUD complies with all CCFBC requirements except for the requested use of the attached 10-year parking lease to supply 10 of the required parking spaces for the development.

EXISTING CONDITIONS:

SIZE OF SITE: 0.2410 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	CCFBC Multifamily Dwelling under Construction	Single-Family Dwelling and a CCFBC Multifamily Dwelling	R-3 Multifamily Dwelling	Single-Family Dwelling and Multifamily Dwelling	CCFBC Multifamily Dwelling

ZONING DESIGNATION
CCFBC, Center City Form-Based Code
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. The

CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods.

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.

LAND USE DESIGNATION
Urban High
See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATIONS
Core Neighborhood
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail Park is located approximately a quarter of a mile north and east of the development site. Centennial Park is located less than a quarter of a mile west of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
This request does not require a Pre-Development meeting.

BOARD OF PARKS COMMISSIONERS:
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Building(s) must comply with the City of Norman Ordinances and adopted ICC codes as amended by OUBCC - including IFC Appendices B, C, and D., specifically D105 regarding required Aerial Access for structures that are 30’ or greater in height. Items not addressed during predevelopment review will be required and addressed during building permitting.

BUILDING REVIEW

Building codes and all applicable trades have been addressed at the time of building permit issuance.

PUBLIC WORKS/ENGINEERING

The subject property is already platted.

The 84% impervious surface proposed for site required engineered solutions to account for additional stormwater runoff. The applicant will be utilizing engineered solutions to mitigate the runoff associated with the additional impervious area. Infiltration trenches located along the side property lines are planned for this site. This solution meets the Low Impact Development requirements found under Section 7000 of the EDC. The CCPUD states the site will comply with Sections 803, 804 & 805 of the CCFBC.

TRANSPORTATION ENGINEER

The Transportation Engineer has no additional comments for this development currently under construction.

PLANNING

ZONING CONSIDERATIONS

Purpose – CCPUD, Center City Planned Unit Development

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 City Form-Based Code.

Uses Permitted

The property will be developed as a four-story, 12-unit multifamily residential structure.

Area Regulations

Front Yard: (fronting W Symmes Street) The proposed four-story residential structure will comply with Required Build Line which is set 9’ behind the front property line for this site.

Side Yard: As required by the CCFBC, the proposed structure will have no side yard setbacks from the adjacent properties to the east and west.

Rear Yard: The minimum depth of the rear yard setback is as shown on the Exhibit A Site Development Plan. The CCFBC does require a minimum rear setback depth for this lot.

Height Regulations

The CCFBC requires a minimum of two stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The development will be a four-story multi-unit residential structure.

Landscaping and Open Space

The CCPUD Site Development Plan shows three Street Trees along W Symmes Street as required under the CCFBC. The development is providing the 15% required Open Space along with the required Landscaping behind Parking Setback Line at the rear of the building as prescribed in the CCFBC. Additionally, Open Space will be provided by the patios located along the front façade of the structure. Landscaping and Open Space are shown on Exhibit A Site Development Plan.

Parking

Under the existing CCFBC, Urban Residential Frontage, a residential structure with 12 residential dwelling units and 36 bedrooms requires 36 parking spaces. At the time of building permit, the applicant provided 23 tandem parking spaces in the parking area off the alleyway, three on-street parking spaces to be installed along W Symmes Street, and 10 off-site parking spaces were provided with a 20-year lease. With this CCPUD the applicant is requesting to utilize the attached 10-year lease agreement.

Lighting

The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical.

Signage

The CCPUD states all signage shall comply with 402. General Provisions, Section M of the CCFBC.

Fencing/Walls

The requirement for CCFBC Street Wall does not apply with this development.

Sanitation/Utilities

The applicant will provide polycarts for the development's solid waste requirements as shown on the Exhibit A, Site Development Plan.

Exterior Materials

The proposed four-story structure will have brick and cement siding as illustrated on the submitted Exhibit A Site Plan.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as it proposes high-quality exterior building materials and parking and solid waste sanitation are located to the rear off the alleyway.

Core Neighborhood Policies

The proposal is consistent with Core Neighborhood Area Policies, as it proposes a higher-density infill development similar in scale and character to other developments in

the CCFBC. This infill development will promote alternative modes of transportation with the proposed installation of a five-foot sidewalk along the street frontage, five bike racks in front of the structure on W Symmes Street, and the location of transit stops within two blocks of the development. The development promotes activation of the street space by placing the structure close to the front property line while placing parking and the dumpster off the alleyway. The proposed front patios for residents' use on the W Symmes Street elevation will further encourage activation of the street space.

Urban High Land Use Policies

The proposal is **consistent** with the following Urban High Land Use policies:

- **Context**
- **Building Types**
- **Site Design**
- **Transportation, Circulation & Access**
- **Utility Access**

The CCPUD allows for a residential structure with twelve dwelling units, meeting the density sought by the Urban High Land Use Policy.

The proposed development features a four-story building, which meets the height requirement in the CCFBC regulations and Urban High Land Use Policy. The proposed four-story multi-unit structure is a housing type sought by the Urban High Land Use designation. The four-story brick and cement siding structure with front patios is similar in height and design to other structures found in the CCFBC.

The development meets the connectivity sought by the Urban High designation by providing a public sidewalk allowing residents pedestrian access to the University of Oklahoma and the central business district. Two Embark Transit stops are located along Webster Avenue between W Symmes Street and W Apache Street, approximately one block from the Property. Due to its location and available network of sidewalks and transit, the proposed development has the opportunity for a pedestrian-only mode of transportation. The proposed development meets the transportation and access goals of the Urban High Land Use designation, which encourages pedestrian transportation and connectivity.

This development will utilize the existing utilities available to this site, as called for in Urban High Land Use Policy.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

This 12-unit, 36-bedroom development is currently under construction. The development, as permitted, meets the requirements for parking by providing 36 parking spaces as follows: 23 tandem on-site parking spaces at the rear of the property, three on-street spaces along W Symmes Street, and ten off-site parking spaces leased through a 20-year lease agreement.

To fulfill the requirement of parking, staff has required previous CCFBC developments utilizing off-site parking leases to have a minimum of a 20-year term, for 365 days a year, and with signage for the designated parking spaces.

The applicant's request with this CCPUD is to utilize a 10-year lease instead of the 20-year lease currently associated with this property. Additionally, the submitted lease does not clearly state that the off-site parking spaces will be designated by signage and that they will be available 365 days a year.

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This development will provide a sought-after multi-unit residential dwelling structure near the University of Oklahoma Campus. The four-story multi-unit structure currently under construction has the essential CCFBC design elements seen in the surrounding CCFBC District, including the building brought forward to the Required Build Line, brick façades, porches for street activation, and required Open Space and Landscaping.

CONCLUSION:

Staff forwards this request for zoning to CCPUD, Center City Planned Unit Development, and Ordinance O-2627-11 to City Council for consideration.

ATTACHMENT(S):

211 W Symmes St AIM Supporting Documents

PLANNING COMMISSION RESULTS:

At their meeting on October 8, 2026, the Planning Commission recommended approval of Ordinance O-2627-11, by a vote of 7-0.

O-2627-11

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

§ 1. WHEREAS, 211 W Symmes, LLC has made application to have the property described below removed from CCFBC, Center City Form Based Code, and to have the same placed in CCPUD, Center City Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on October 8, 2026, as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from CCFBC, Center City Form Based Code, and place the same in CCPUD, Center City Planned Unit Development to wit:

Lots Five (5), Six (6) and Seven (7), in Block Eight (8), of D. L. LARSH'S FIRST ADDITION, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

Containing 10,499.92 Sq. Ft. or 0.2410 Acres, more or less.

§ 5. Further, pursuant to the provisions of Section 36-509 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the CCPUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

OVERARCHING POLICIES

These policies are designed for all Character Areas throughout Norman, as applicable.

GENERAL

- Based upon the recommendations of the most recent Stormwater Management Plan (SWMP), improve stormwater management for all development projects.
  - *Improve stormwater and floodplain management with all infill development.*
- Based on the most recent Transportation Plan and Complete Streets Policy, City projects and new development should establish a network of complete streets (see glossary).
- Appropriately regulate development within the floodplains and Stream Planning Corridors via the Floodplain and Water Quality Protection Zones (WQPZ) ordinances.
- Create and uphold quality build and site design standards to bolster community identity and pride.
- Where feasible, new streets and internal streets should follow a grid pattern of small blocks for a more condensed form of development.
- Improve pedestrian and bicycle connectivity, especially between public transit stops and destinations with new projects, redevelopments, or reconfiguration of existing development.
- Amenities such as, but not limited to, seating, public art, natural green space, fountains and other outdoor landscape elements should be included within each development. These amenities should be conscious and considerate of impacts on the natural environment.
- Develop buildings that meet or exceed Universal Design principles.
- Promote building principles such as energy efficiency and renewable energy sources, indoor environmental quality, water conservation, and minimizing impacts on wildlife through space and material optimization and building with resilient design.
- Coordinate all capital improvement projects between all necessary City departments (e.g. transportation, water, wastewater, stormwater, parks).
- Strengthen programming for disseminating information on the City's Fertilizer Ordinance and other pollution prevention initiatives.

RESIDENTIAL

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

NON-RESIDENTIAL

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

CORE NEIGHBORHOOD AREAS

CHARACTERISTICS & INTENT

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

GOALS

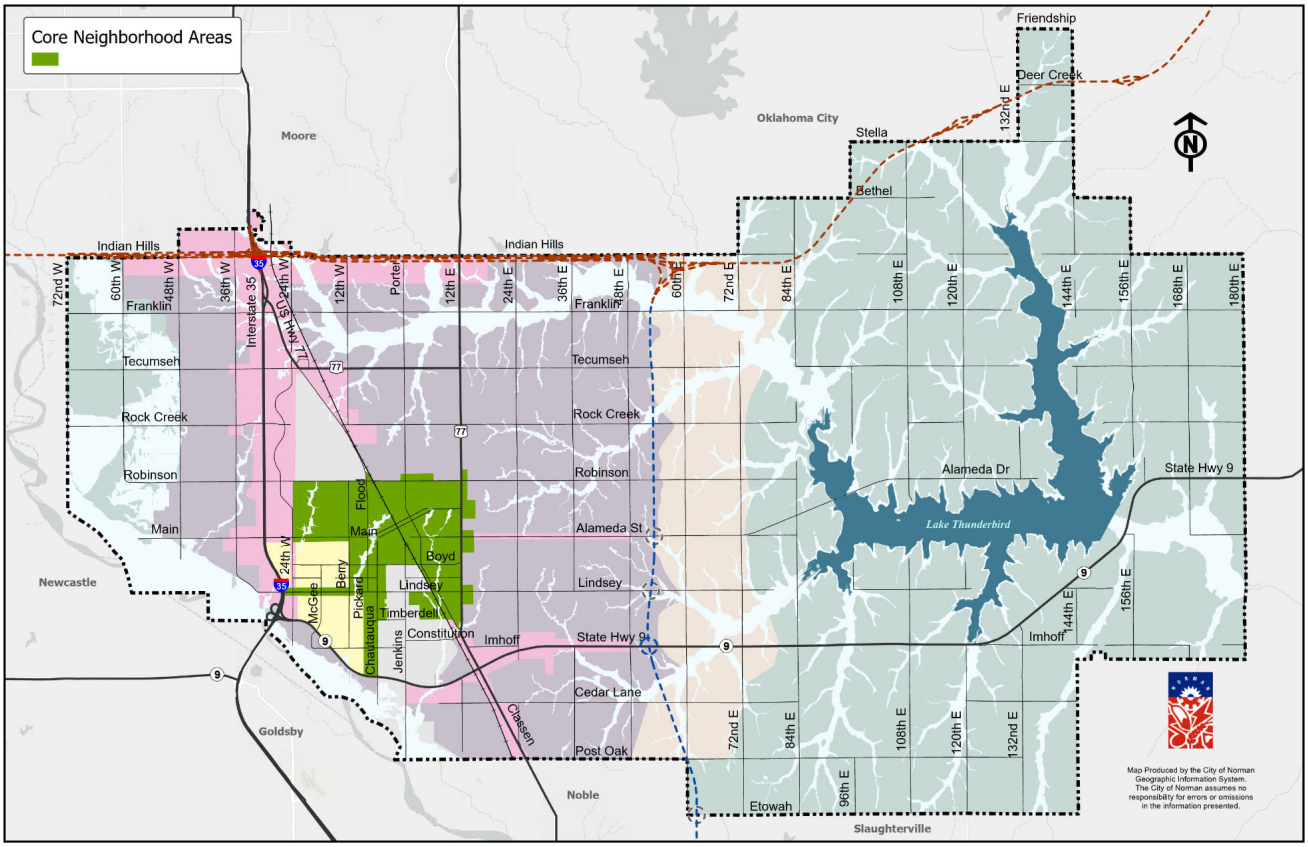
- Balance reinvestment and affordability for housing by promoting rehabilitation and renovation, while allowing for density increases, where appropriate.
  - *ADUs continue to be an appropriate housing typology in this Character Area.*
- Cultivate an accessible, pedestrian-centric environment that's enjoyable for live, work, and play including transitions from other, more auto-centric, character areas.
- Promote local business growth and encourage employment opportunities within the Core, catering to residents, students, and visitors.

OPPORTUNITIES

- High access to alternative modes of transportation, including public transit, walking, and bicycling.
- Rehabilitation and redevelopment opportunities for residential and commercial projects.
- Strong historic ties and active attention from existing community efforts.

CHALLENGES

- Undersized, aging infrastructure, including lack of stormwater infrastructure, that requires frequent maintenance.
- Balancing reinvestment with affordability options.
- Under used areas.
- Cost of infill development.



POLICIES

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - *Address the impacts of parking and access:*
    - » *Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.*
    - » *For residential development, access to garages and parking pads are encouraged from a rear loaded alley.*
    - » *Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.*
  - *Reflects the scale and characters of surrounding properties:*
    - » *Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.*
  - *Reduce the impact of higher intensity uses to adjacent lower intensity uses with* screening and landscaping. Native landscaping is encouraged.
  - *Encourage activation of the street space along arterials with pedestrian amenities.*
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited, but can be accommodated as long as scale transitions and architectural elements achieve continuity.

ACTION ITEMS

- Work with Downtown businesses to explore a Business Improvement District.
- Incorporate results of the Center City Infrastructure Study into future projects.
- Based on the most recently adopted Housing Plan, establish programming to encourage rehabilitation of residential structures.
- Develop incentive programs and/or pursue public private partnerships that promote infill development on vacant or under used sites to create catalytic projects of high-quality.
- Focus on strategic public investments to improve conditions, appropriate infill development on scattered vacant sites, and encouraging more homeownership and maintenance or upgrade of existing properties.
- Implement existing neighborhood plans; update as appropriate.
- Work with neighborhood leaders to assemble resources and technical assistance in support of existing historic districts.
- Coordinate with existing neighborhood organizations to increase street and alley activation to build community and increase safety.
- Conduct a parking study to identify solutions, including shared parking, to adequately support residents.
- Complete corridor-specific plans for potential Transit Oriented Development (TOD) sites that identify residential development opportunities that have good access management, improved site design, and low impact transitions to non-residential uses.
- Ensure undersized, aging infrastructure is updated as areas are redeveloped.
- Seek alternative funding sources to increase capacity for reducing flooding damages by acquiring vulnerable properties and converting that area to open space floodplain storage.
- Update regulations to:
  - *Ensure adequate lighting and sidewalks are provided for pedestrian safety.*
  - *Establish requirements for connectivity to bolster Complete Street policy.*
  - *Create development patterns consistent with the character area, including setbacks, scale, massing, yard characteristics, height, off-street parking, and other defining features.*
  - *Provide high-quality streetscape standards transitioning West Main Street, West Lindsey Street, and sections of James Garner Avenue and Porter Avenue from auto-centric to pedestrian-friendly designs as they approach Downtown Norman.*
  - *Explore special districts and design criteria for Downtown neighborhoods experiencing high development pressures such as Old Silk Stocking, and other locations not currently protected by an overlay district.*

LAND USE CATEGORY

Urban High (UH)

DESCRIPTION & CONTEXT

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

BUILDING TYPES

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

SITE DESIGN

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

TRANSPORTATION NETWORK, CIRCULATION & ACCESS

This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

UTILITY ACCESS

A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

PUBLIC SPACE TYPES

Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

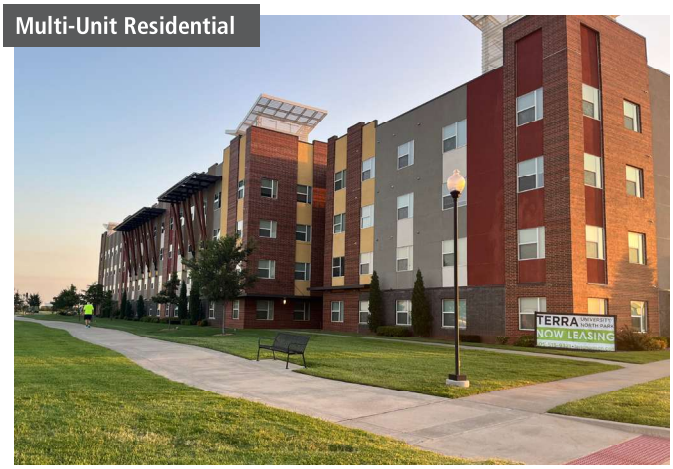
LOCATIONAL CRITERIA

- Large building footprints (>12,500 SF) compromise the development pattern and are not appropriate, except along arterials and at arterial intersections.
- Medium intensity residential uses should be discouraged along arterial streets and should be located behind higher intensity residential, commercial, or mixed-use developments along arterial streets.
- Medium intensity residential uses shall be adequately buffered or spaced from intensities posing adverse effects including noise, odors, air and light pollution, and heavy traffic.
- High Urban is most compatible adjacent to: UM, ULC, MX, IMX, CBD, LCC, C, JC, TOD, and OP.
- High Urban is least compatible adjacent to: AR and UR and requires additional buffering from uses that generate more noise, odors, air and light pollution, and heavy traffic.

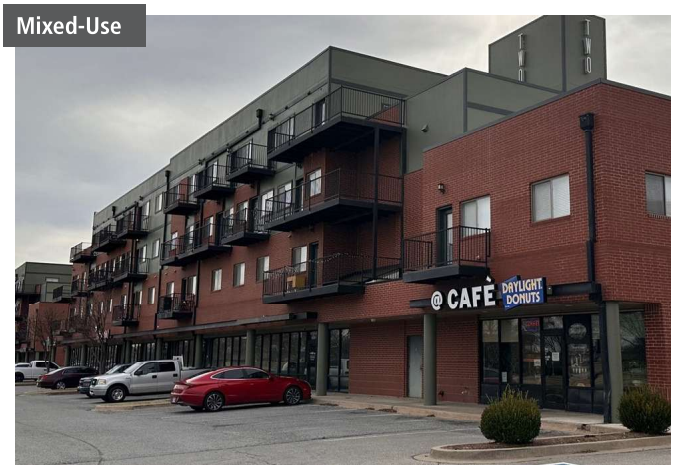
ZONING DISTRICTS

RM-2	RM-6	R-3	RO	O-1	CO	C-1	C-2	C-3	MUD		
PUD	SPUD										
A-1	A-2	RE	R-1	R-1-A	R-2	RM-4	TC	CR	I-1	I-2	M-1

Multi-Unit Residential



Mixed-Use



211 W Symmes St.

Norman,
Oklahoma

CSO Development Corporation

A CENTER CITY PLANNED UNIT DEVELOPMENT
APPLICATION FOR REZONING

Submitted August 31, 2026
Revised September 11, 2026
Revised September 29, 2026

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I. INTRODUCTION

A. Background and Intent

This Center City Planned Unit Development (the "**CCPUD**") is submitted for the development of the 211 W. Symmes property (the "Property" or "Addition"). The Property is on the north side of Symmes St. The legal description is attached in Exhibit B.

The property is currently under construction for a new multi-family building. This new structure is in full conformance with the CCFBC.

It is the intent of the Applicant to modify the parking lease term requirement for this address. The Applicant is Mr. Peter Petromilli.

The property where the new development sits is zoned CCFBC, Center City Form Based Code Urban Residential Frontage. The Applicant has conformed to all of the lengthy and detailed CCFBC code provisions and has received a Certificate of Compliance. However, due to the length of the parking lease term we are requesting a modification to allow for the use of existing off-site parking within 1,000 feet of the Property with a 10-year lease term. Therefore, in the spirit of fulfilling the vision of CCFBC, the Applicants bring this CCPUD forward with this one requested variance to the Center City Form Based Code. In order to accomplish this goal, the applicant hereby requests a rezoning to a CCPUD.

The Property is under construction currently. The design is for a 4-story residential building with twelve 3-bed units. With this CCPUD, it is proposed to provide some of the required parking by using existing underutilized off-site parking in an effort to minimize additional surface parking in the CCFBC District.

II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS

A. Location

The Property is located at 211 W. Symmes St. The Property is on the north side of Symmes Street and just east of Webster Ave. The specific location is illustrated on the attached Site Plan, as Exhibit A. See Exhibit B for legal description.

B. Existing Land Use and Zoning

The Property is currently zoned CCFBC, Urban Residential Frontage. The property is currently under construction.

C. Elevation and Topography
There is no planned change to the general topography or drainage of the site. The impervious area of the new structure is similar to the buildings and parking previously located on this site. We are utilizing underground rainwater collection systems to mitigate additional burden on the existing city storm water infrastructure.

D. Drainage
The property is generally flat. The property currently drains to the north and south.

E. Utility Services/ Public Works

All required utility systems for the project (including water, sewer, gas, and electric) are in immediate proximity to the Property, and long established.

The Property is already platted.

F. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such.

G. Traffic Circulation and Access

Symmes Street is an east west running street. Parking is being provided on the north side of the property off the alley, on the south side of the property inset on Symmes St. and off site.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

A. Permissible Uses

The Applicant proposes that for this Property, the following uses shall be permitted.

Residential

- Household Living All Floors
    - One, two or three, or multi-dwelling unit structures or set of attached structures
    - Elderly housing
    - Short-Term Rentals
- Group Living All Floors
    - Assisted Living
    - Boarding house, rooming house, lodging house

- Hospice
- Dormitory
- Fraternity and Sorority
- Monastery/convent
- Nursing home
- Transitional home

Commerce – First Floor as defined and regulated by the CCFBC

- Office
- Overnight Lodging
- Day Care
- Retail Sales & Service
- Art Studio/Artisanal Manufacturing

Civic – First & or Second Floor as defined and regulated by the CCFBC

B. Development Criteria

1. **Siting.** The development shall comply with the setbacks shown on the Site Development Plan, Exhibit A. The Property shall be developed in substantial conformance with the Site Development Plan. To achieve a multimodal, pedestrian friendly environment, the RBL and all setbacks shall remain unchanged.

   Parking Setback Line shall remain unchanged as shown on Site Development Plan Exhibit A.

   Buildings on Symmes Street shall be built to 100% of the RBL on the Property.

   The applicable setbacks shall remain unchanged and are illustrated on the Site Development Plan.

2. **Building Height.** The building shall be at least two stories in height at the RBL but no more than four stories. The ground story finished floor elevation shall be no lower than 14-inches above the average fronting public sidewalk elevation and no higher than 8 feet above the average exterior public sidewalk elevation at the RBL. The ground story shall have a clear height of at least 9-feet along the RBL. The minimum clear height for each upper story is 9-feet.

3. **Unit Minimum and Bedroom Maximums.** This parcel shall have no less than three dwelling units. There is no maximum unit requirement. Ground story commercial units shall count toward the residential dwelling unit minimums. All DWELLING UNITS in a parcel shall be contained within a single structure or set

of ATTACHED STRUCTURES. Each unit shall contain no more than three bedrooms.

4. **Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto.

Fenestration

- Blank lengths of wall exceeding 20 linear feet are prohibited on all Required Build Lines (RBL) provided they are not within 3 feet of the property line.
- Ground story fenestration on all Required Build Lines (RBL) shall comprise between 33% and 70% of the ground story facade and exterior walls provided they are not within 5 feet of the property line.
- Upper story fenestration on all Required Build Lines (RBL) shall comprise between 20% and 70% of the façade and exterior wall area per story provided they are not within 5 feet of the property line.
- All fire rated exterior walls are exempt from fenestration requirements.

Building Projections

- Awnings shall project a minimum of 4 feet from the façade.
- Awnings may have supporting posts at their outer edge provided that they:
  a. Have a minimum of 7-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.
- Awnings may not extend into the right-of-way.

5. **Sanitation.** Our sanitation plan shall remain unchanged. It is the intent to utilize poly-carts to handle sanitation. Changes to sanitation shall comply with the CCPUD code and sanitation requirements.

6. **Signage.** All signage shall comply with 402. General Provisions, Section M of the CCFBC.

7. **Traffic access and sidewalks.** The existing drive off Symmes Street is being removed as part of this development. There will be no vehicular access from Symmes Street. Access for pedestrians is planned along Symmes Street where the main entrance to the building is located and from the parking lot on the north side of the building. The sidewalk is being replaced along Symmes Street. Parking is addressed in sub-paragraph III(B)(12) herein. To fulfill the required 32 parking spaces, the CCPUD proposes 23 parking spaces on-site, 3 parking spaces on-street, and 10 off-site dedicated parking spaces. The 10 off-site

parking spaces shall be provided via a lease to be located within a 1,000-foot distance. To the extent that dedicated parking is provided via lease, a copy of said lease shall be provided and on file in the City Planning offices. As the CCFBC is amended and/or as other parking options become available, the off-site parking strategy may also be amended, but only as allowed by the CCFBC, and hereafter amended.

8. **Lighting.** The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical, as amended thereafter.

9. **Drainage.** The impervious area of the new structure is similar to the buildings and pavement previously located on this site. Drainage for the new development will utilize existing drainage systems and underground rainwater collection systems in conformance with Section 803, 804 & 805 of the CCFBC.

10. **Open Space.** The proposed Private Open Area will meet or exceed the CCFBC required 15% Private Open Area. The proposed open space shall be located on the north side of the structure as depicted on Exhibit A, Site Development Plan. Additional Open Space will be provided on the south side of the building, by way of unit's front patios and lawn space.

11. **Landscaping.** Refer to attached Exhibit A, Site Development Plan, for the number of trees to be planted in the open space area and street trees in street tree alignment area. Any trees planted shall be of a species that is listed in Section 506. Tree Lists, of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman ordinance, or appropriate City of Norman staff member. Wood fencing 6'-8' tall shall be allowed along the East and West property lines.

12. **Parking.** The required parking shall be fulfilled by 23 parking spaces on-site, 3 parking spaces on-street and 10 dedicated off-site parking spaces. The off-site parking spaces shall be provided via lease for parking spaces located within a 1,000-foot distance of the Property. The 10 off-site parking spaces shall be provided through a 10-year lease with specific designated spaces for tenants of the Property. The Reserved Parking spaces will not be available to tenants on OU Home Football Games without an additional payment for the space. To the extent that dedicated parking is provided via lease, a copy of said lease shall be provided and on file in the City Planning offices. The Property Owner shall provide notification to the City of termination of the lease. Where the CCFBC is amended and/or as other parking options become available, the off-site parking strategy may respond to those changes, and in compliance with the then-applicable CCFBC parking requirements.

13. **Architectural Materials (exteriors).** The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate will be utilized. Innovative, energy-efficient materials appropriate to a pedestrian-scaled urban environment will be used for this development.

    The following materials are prohibited:

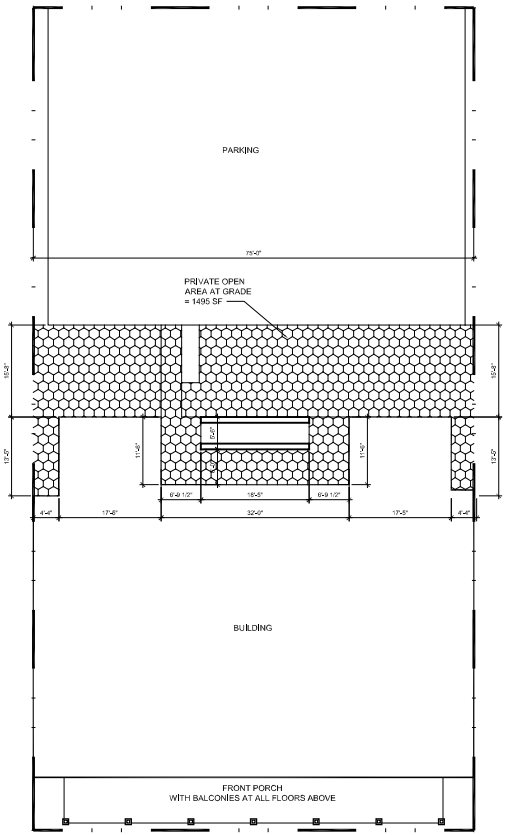
    - Any lap siding except natural wood or cementitious fiberboard.
    - Composition roofing shingles used as a wall material
    - Exposed fastener metal panels.
    - Artificial stucco or EIFS, except high impact quality

C. CCFBC Standards

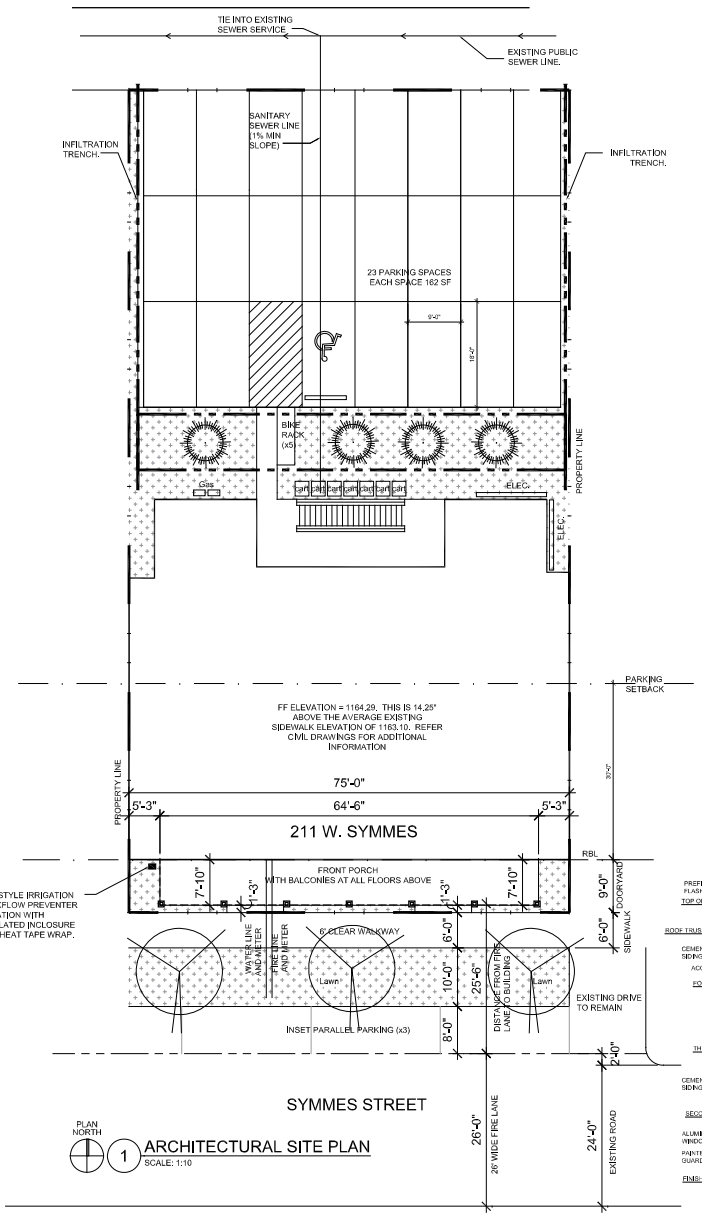
The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference.

For convenience purposes, a summary of the proposed CCPUD is as follows:

1. Off-site parking is allowed per the attached lease agreement or as allowed by the current CCFBC, and hereafter amended.



PRIVATE OPEN SPACE EXHIBIT



1 ARCHITECTURAL SITE PLAN
SCALE: 1:10

PROJECT INFORMATION

Frontage along Symmes 75' total length
Required - 100% = 75'-0"
Actual - 100% = 75'-0"

Total lot area - 10,500 sf
Total Buildable Area = 9,600
Required Open Area - 15% = 1,440 sf

Private Open Area - 32% =3,095sf
At Grade - 1,495sf
At Patios - 1,600sf

Impervious Coverage
8,907 sf of impervious coverage = 84%

Trees (2.5 diameter min x 3)

(street tree) shumard oak | (open area tree) ulus elm

PROJECT DATA:

PROJECT DESCRIPTION:	THREE STORY RESIDENTIAL BUILDING
BUILDING AREA:	16,505 SF
BUILDING HEIGHT:	4 STORIES / 35'-0"
FIRE PROTECTION:	FULLY SPRINKLED

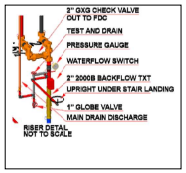
OCCUPANCY CLASSIFICATION & CONSTRUCTION TYPE

PER BUILDING CODE:	
USE GROUP:	R-2 RESIDENTIAL
CONSTRUCTION TYPE:	V-A
RESIDENTIAL	(12) COUNT 3 BED UNITS (18 TOTAL)
ACTUAL BUILDING AREA:	16,505 SF GROSS
ACTUAL BUILDING HEIGHT:	4 STORIES / 54'-0"
AREA PER UNIT:	1,135 SF GROSS (3 BED UNIT)

PARKING REQUIREMENTS

3 BED UNITS (6):	36 SPACES REQUIRED
TOTAL	36 SPACES REQUIRED TOTAL

23 PROVIDED ON SITE
3 PROVIDED ON STREET
10 PROVIDED OFF SITE BY LEASE

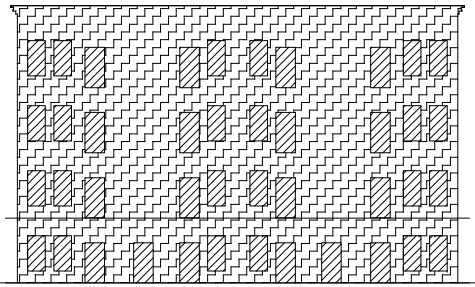


FIRE RISER BACKFLOW DIAGRAM

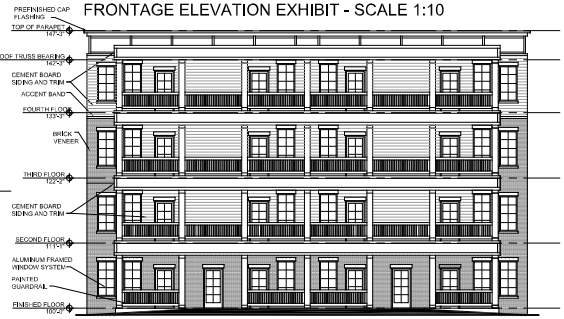
THIS SYSTEM UTILIZES THE AMES 2000B (OR SIMILAR) DOUBLE CHECK VALVE ASSEMBLY

FRONTAGE ELEVATION EXHIBIT

Symmes Frontage Elevation
First Floor = 244 SF of Glazing / 800 SF of Elevation = 30.5% Glazing
2nd - 4th Floors - 597 SF of Glazing / 2,715 SF of Elevation = 21.98% Glazing



FRONTAGE ELEVATION EXHIBIT - SCALE 1:10



CSO
DEVELOPMENT
14708 Stone Manor Dr.
Oklahoma City, OK 73142
P: 405.821.4434
pjp@csookc.com

211 W. Symmes Street
Norman, OK

Owner:

Project Number:
26-002

Seal:

Date - Issue:
06.15.2026
Building Permit Submission

Revisions:
Addendum #1 07/07/2026
Addendum #2 07/29/2026

Sheet Title:
SITE PLAN &
FRONTAGE

Sheet Number:
Exhibit A

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Parking Spaces Lease Agreement

This Parking Spaces Lease Agreement (the "Agreement") is made and entered into on this 27th day of July 2026, by and between First Baptist Church Norman – located at 211 W Comanche St, Norman, OK 73069 in the South Santa Fe Avenue & W Comanche parking lot. (hereinafter referred to as "Lessor"), 211 W Symmes, LLC (hereinafter referred to as "Lessee") an Oklahoma limited liability company – located at 211 W Symmes, Norman, OK 73069, and 101W, LLC (hereinafter referred to as "Interested Party") Distance between the Lessee and Lessor is less than 1,000 feet.

Parking Spaces: Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor eleven (11) parking spaces located on Lessor's property as will be designated in the south half of Lessor's main parking lot (the "Parking Spaces") as described herein:

a) As determined by Lessor, these Parking Spaces may be designated specifically or made available generally within the area designated for tenant parking. Lessee's spaces may be relocated at the discretion of Lessor.

b) There may be days throughout the year Lessor will have need for the entirety of the main lot, including the Lessee's Parking Spaces. These days will be deemed "overflow days" by Lessor, and Lessor may make provision for alternate parking spaces on these "overflow days."

c) As deemed by Lessor, "overflow days" shall be for large Church or community events, such as staging for the City of Norman's holiday parade, well-attended funerals, or similar events. Lessor will give Lessee a minimum of three (3) days' notice (usually more) of an upcoming "overflow day," as well as communicate the information directly to Lessee's tenants via text message as per current contact information provided by Lessee to Lessor.

d) The actual time the parking lot needs to be cleared on "overflow days" will be communicated in the notice to both Lessee and Lessee's tenants. If no time is specified, the period shall be the 24 hours commencing at midnight on the designated day.

Parking Permits & Tenant Information: Lessee shall be responsible to provide Lessor with current information of potential tenant parking permit holders including the following: full name; make, model, color, and license plate number of tenant's vehicle; tenant's mobile telephone number and email. It is the responsibility of the Lessee to keep Lessor informed of any changes in tenant's information and to keep the list current. After Lessee provides said information, Lessor will provide Lessee two (2) parking permits to be displayed by tenants given parking privileges by Lessee. Lessee will be responsible for retrieving parking permits at the end of a tenant's rental agreement period and provide them to subsequent tenants at Lessee's discretion.

Terms in Lease: The terms, if any, as written in the addendum to this Agreement shall be made part of the Lessee's rental agreement with each tenant to which Lessee issues a parking permit. Lessee shall provide Lessor with a signed digital copy of each tenant's lease agreement.

JM RPA

Term: The term of this Agreement shall commence on ~~July 1, 2026~~ Dec 1, 2026 and shall continue for a period of ten (10) years unless earlier terminated in accordance with the terms herein. Lessor or Lessee shall provide notice of expiration, termination, or assignment fifteen (15) days prior to the next monthly rent installment. In the event of termination, the terminating party shall notify the City of Norman of termination concurrently with notice to Lessor or Lessee.

Rent: Initially, Lessee will take over eleven (11) spaces from the existing contract for parking spaces with 101W LLC. Lessee will be responsible for payments made to Interested Party 101W LLC for the remainder of the term ending May 1, 2030.

Upon completion of the initial takeover period, Lessee shall pay to Lessor a graduated rent consisting of a monthly rent of $100 per space for eleven (11) spaces starting on June 1, 2030 and through year five (5) of this agreement and $150 monthly rent per space for years' six-ten (6-10) of this agreement. Rent will be paid in monthly installments for the first 24 months, starting on month 25 annual payments shall be made for years 3-10.

In addition, Lessee shall pay to Lessor for each Parking Space leased by lessor an amount equal to the prevailing charge Lessor charges the general public for parking on Lessor's property during special events, including but not limited to OU football game days. Lessor will invoice Lessee separately for these paid parking events. As per the OU football schedule, all game day parking will be invoiced cumulatively in advance or during the football season with payment by Lessee due within ten (10) days of receipt of invoice. Other paid parking days will be invoiced after such event occurs.

Use: Lessee shall use the Parking Spaces solely for the parking of vehicles associated with their tenants' personal vehicles. Commercial vehicles, including but not limited to trucks in excess of one ton, trailers, boats, recreational vehicles and heavy equipment are not allowed. Personal vehicles in a state of disrepair shall not remain in said state for more than thirty (30) days.

Lessee shall not assign, sublease, or otherwise transfer its rights under this Agreement without the prior written consent of Lessor unless transfer is via sale or lease of the entire property at 211 W. Symmes Norman, OK. In the event of Lessee default, the bank holding the loan for 211 W. Symmes shall have the right to assume the loan.

Maintenance and Repairs: Lessor shall be responsible for the maintenance and repairs of the Parking Spaces, including but not limited to lighting, striping, and general upkeep.

Indemnification: Lessee agrees to indemnify, defend, and hold harmless Lessor from and against any and all claims, damages, losses, liabilities, and expenses arising out of or related to Lessee's use of the Parking Spaces.

Insurance: Lessee shall name Lessor as an additional insured of the 211 W. Symmes commercial general liability coverage and shall provide Lessor a certificate of insurance.

Default: In the event of a default by either party under this Agreement, the non-defaulting party shall have the right to terminate this Agreement upon 30 days written notice to the defaulting party.

No Waiver: The failure of either party to enforce any provision of this Agreement or to exercise any right or remedy arising from a default shall not constitute a waiver of such provision, right, remedy, or default, nor shall it prevent the enforcement of such provision or the exercise of such right or remedy with respect to any subsequent or continuing default. Any waiver shall be effective only if made in writing and signed by the party against whom the waiver is asserted.

Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the state of Oklahoma.

Execution: This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

RBA JM

First Baptist Church Norman

By:

Wade Smith

Pastor, First Baptist Church Norman

Date: 7/27/26

~~**101W, LLC**~~ CSO Development Corporation

By:

Peter Petromilli

~~Manager~~ PRESIDENT CSO DEVELOPMENT CORP,

Date: 9.11.26

~~220 W Symmes LLC~~ 211 W Symmes LLC

RBA JM

By:

Jefferson ~~Magnus~~ Magnus RBA JM

~~220 W Symmes LLC~~ 211 W Symmes LLC RBA JM

Date: 8/4/2026

Authorized Member, JJC Ventures LLC,
Manager 211 W Symmes LLC RBA JM

FILED IN THE OFFICE
OF THE CITY CLERK
ON 10/1/26-kw

September 30, 2026

Norman Planning Commission,

I disagree with the request for rezoning at 201 West Apache to increase the number of bedrooms to four per unit. This increases the congestion in this area. Since parking can now be leased up to one thousand feet from the property, land owners in that range should be notified.

I disagree with the request for rezoning at 211 West Symmes for the change in the lease for parking from ~~twenty~~ years to ten years. Parking continues to be a problem in this area. How will enforcement of the leases be conducted? What will be the situation when the leases expire?

Thank you for considering this information.

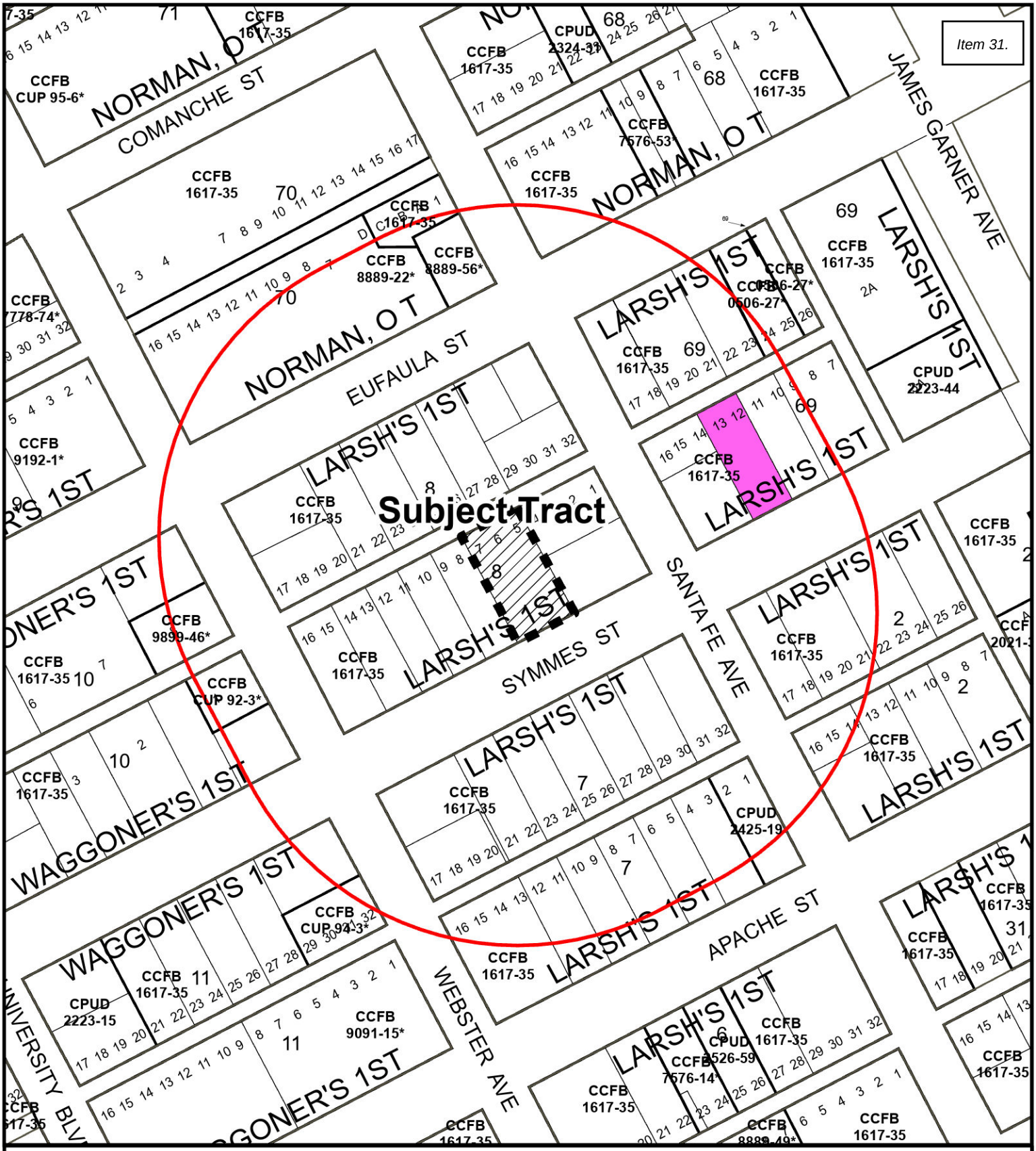
(over →)

Sincerely,

Valerie Asbury
125 West Symmes Street
Norman, OK 73069

Don and Valerie Asbury
Revocable Living Trust

Valerie Asbury, trustee
Don Asbury, trustee



Protest Map

2.1% 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.

N W E S

0 75 150 Feet

October 5, 2026

Subject Tract

Notification Area

Protest

836

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: 211 W Symmes, LLC

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-11: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

APPLICANT/REPRESENTATIVE	211 W Symmes, LLC/CSO Development
LOCATION	211 W Symmes Street
WARD	4
CORE AREA	Yes
EXISTING ZONING	Center City Form-Based Code District, Urban Residential Frontage
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development

PROPOSED LAND USE No Change

SUMMARY:

The applicant, 211 W Symmes, LLC, requests a CCPUD, Center City Planned Unit Development, for the lot located at 211 W Symmes St to utilize a 10-year lease to supply part of the required parking spaces for the multi-unit residential structure currently under construction, as outlined in Appendix B of the CCFBC, Center City Form-Based Code.

The development at 211 W Symmes Street received the required CCFBC Certificate of Compliance and building permit for the site. Construction is currently underway for a 16,665 square feet four-story residential building, as illustrated in Exhibit A, Site Development Plan. This residential structure will contain 12 dwelling units with three bedrooms in each unit. The current CCFBC code for such a development requires 36 parking spaces. With this CCPUD, the applicant is proposing to provide the parking spaces as follows: 23 tandem parking spaces will be provided by an on-site parking area with access off the alleyway, three on-street parking spaces will be installed along W Symmes Street, and 10 off-site parking spaces via a lease. The submitted CCPUD complies with all CCFBC requirements except for the requested use of the attached 10-year parking lease to supply 10 of the required parking spaces for the development.

EXISTING CONDITIONS:

SIZE OF SITE: 0.2410 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban Residential)
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	CCFBC Multifamily Dwelling under Construction	Single-Family Dwelling and a CCFBC Multifamily Dwelling	R-3 Multifamily Dwelling	Single-Family Dwelling and Multifamily Dwelling	CCFBC Multifamily Dwelling

ZONING DESIGNATION

CCFBC, Center City Form-Based Code

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. The

CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

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:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods.

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.

LAND USE DESIGNATION
Urban High
See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATIONS
Core Neighborhood
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail Park is located approximately a quarter of a mile north and east of the development site. Centennial Park is located less than a quarter of a mile west of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:
This request does not require a Pre-Development meeting.

BOARD OF PARKS COMMISSIONERS:
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Building(s) must comply with the City of Norman Ordinances and adopted ICC codes as amended by OUBCC - including IFC Appendices B, C, and D., specifically D105 regarding required Aerial Access for structures that are 30’ or greater in height. Items not addressed during predevelopment review will be required and addressed during building permitting.

BUILDING REVIEW

Building codes and all applicable trades have been addressed at the time of building permit issuance.

PUBLIC WORKS/ENGINEERING

The subject property is already platted.

The 84% impervious surface proposed for site required engineered solutions to account for additional stormwater runoff. The applicant will be utilizing engineered solutions to mitigate the runoff associated with the additional impervious area. Infiltration trenches located along the side property lines are planned for this site. This solution meets the Low Impact Development requirements found under Section 7000 of the EDC. The CCPUD states the site will comply with Sections 803, 804 & 805 of the CCFBC.

TRANSPORTATION ENGINEER

The Transportation Engineer has no additional comments for this development currently under construction.

PLANNING

ZONING CONSIDERATIONS

Purpose – CCPUD, Center City Planned Unit Development

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 City Form-Based Code.

Uses Permitted

The property will be developed as a four-story, 12-unit multifamily residential structure.

Area Regulations

Front Yard: (fronting W Symmes Street) The proposed four-story residential structure will comply with Required Build Line which is set 9’ behind the front property line for this site.

Side Yard: As required by the CCFBC, the proposed structure will have no side yard setbacks from the adjacent properties to the east and west.

Rear Yard: The minimum depth of the rear yard setback is as shown on the Exhibit A Site Development Plan. The CCFBC does require a minimum rear setback depth for this lot.

Height Regulations

The CCFBC requires a minimum of two stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The development will be a four-story multi-unit residential structure.

Landscaping and Open Space

The CCPUD Site Development Plan shows three Street Trees along W Symmes Street as required under the CCFBC. The development is providing the 15% required Open Space along with the required Landscaping behind Parking Setback Line at the rear of the building as prescribed in the CCFBC. Additionally, Open Space will be provided by the patios located along the front façade of the structure. Landscaping and Open Space are shown on Exhibit A Site Development Plan.

Parking

Under the existing CCFBC, Urban Residential Frontage, a residential structure with 12 residential dwelling units and 36 bedrooms requires 36 parking spaces. At the time of building permit, the applicant provided 23 tandem parking spaces in the parking area off the alleyway, three on-street parking spaces to be installed along W Symmes Street, and 10 off-site parking spaces were provided with a 20-year lease. With this CCPUD the applicant is requesting to utilize the attached 10-year lease agreement.

Lighting

The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical.

Signage

The CCPUD states all signage shall comply with 402. General Provisions, Section M of the CCFBC.

Fencing/Walls

The requirement for CCFBC Street Wall does not apply with this development.

Sanitation/Utilities

The applicant will provide polycarts for the development's solid waste requirements as shown on the Exhibit A, Site Development Plan.

Exterior Materials

The proposed four-story structure will have brick and cement siding as illustrated on the submitted Exhibit A Site Plan.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Non-Residential Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as it proposes high-quality exterior building materials and parking and solid waste sanitation are located to the rear off the alleyway.

Core Neighborhood Policies

The proposal is consistent with Core Neighborhood Area Policies, as it proposes a higher-density infill development similar in scale and character to other developments in

the CCFBC. This infill development will promote alternative modes of transportation with the proposed installation of a five-foot sidewalk along the street frontage, five bike racks in front of the structure on W Symmes Street, and the location of transit stops within two blocks of the development. The development promotes activation of the street space by placing the structure close to the front property line while placing parking and the dumpster off the alleyway. The proposed front patios for residents' use on the W Symmes Street elevation will further encourage activation of the street space.

Urban High Land Use Policies

The proposal is **consistent** with the following Urban High Land Use policies:

- **Context**
- **Building Types**
- **Site Design**
- **Transportation, Circulation & Access**
- **Utility Access**

The CCPUD allows for a residential structure with twelve dwelling units, meeting the density sought by the Urban High Land Use Policy.

The proposed development features a four-story building, which meets the height requirement in the CCFBC regulations and Urban High Land Use Policy. The proposed four-story multi-unit structure is a housing type sought by the Urban High Land Use designation. The four-story brick and cement siding structure with front patios is similar in height and design to other structures found in the CCFBC.

The development meets the connectivity sought by the Urban High designation by providing a public sidewalk allowing residents pedestrian access to the University of Oklahoma and the central business district. Two Embark Transit stops are located along Webster Avenue between W Symmes Street and W Apache Street, approximately one block from the Property. Due to its location and available network of sidewalks and transit, the proposed development has the opportunity for a pedestrian-only mode of transportation. The proposed development meets the transportation and access goals of the Urban High Land Use designation, which encourages pedestrian transportation and connectivity.

This development will utilize the existing utilities available to this site, as called for in Urban High Land Use Policy.

Neighborhood and/or Special Area Plans

This location **is not** within a Neighborhood or Special Planning Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

This 12-unit, 36-bedroom development is currently under construction. The development, as permitted, meets the requirements for parking by providing 36 parking spaces as follows: 23 tandem on-site parking spaces at the rear of the property, three on-street spaces along W Symmes Street, and ten off-site parking spaces leased through a 20-year lease agreement.

To fulfill the requirement of parking, staff has required previous CCFBC developments utilizing off-site parking leases to have a minimum of a 20-year term, for 365 days a year, and with signage for the designated parking spaces.

The applicant's request with this CCPUD is to utilize a 10-year lease instead of the 20-year lease currently associated with this property. Additionally, the submitted lease does not clearly state that the off-site parking spaces will be designated by signage and that they will be available 365 days a year.

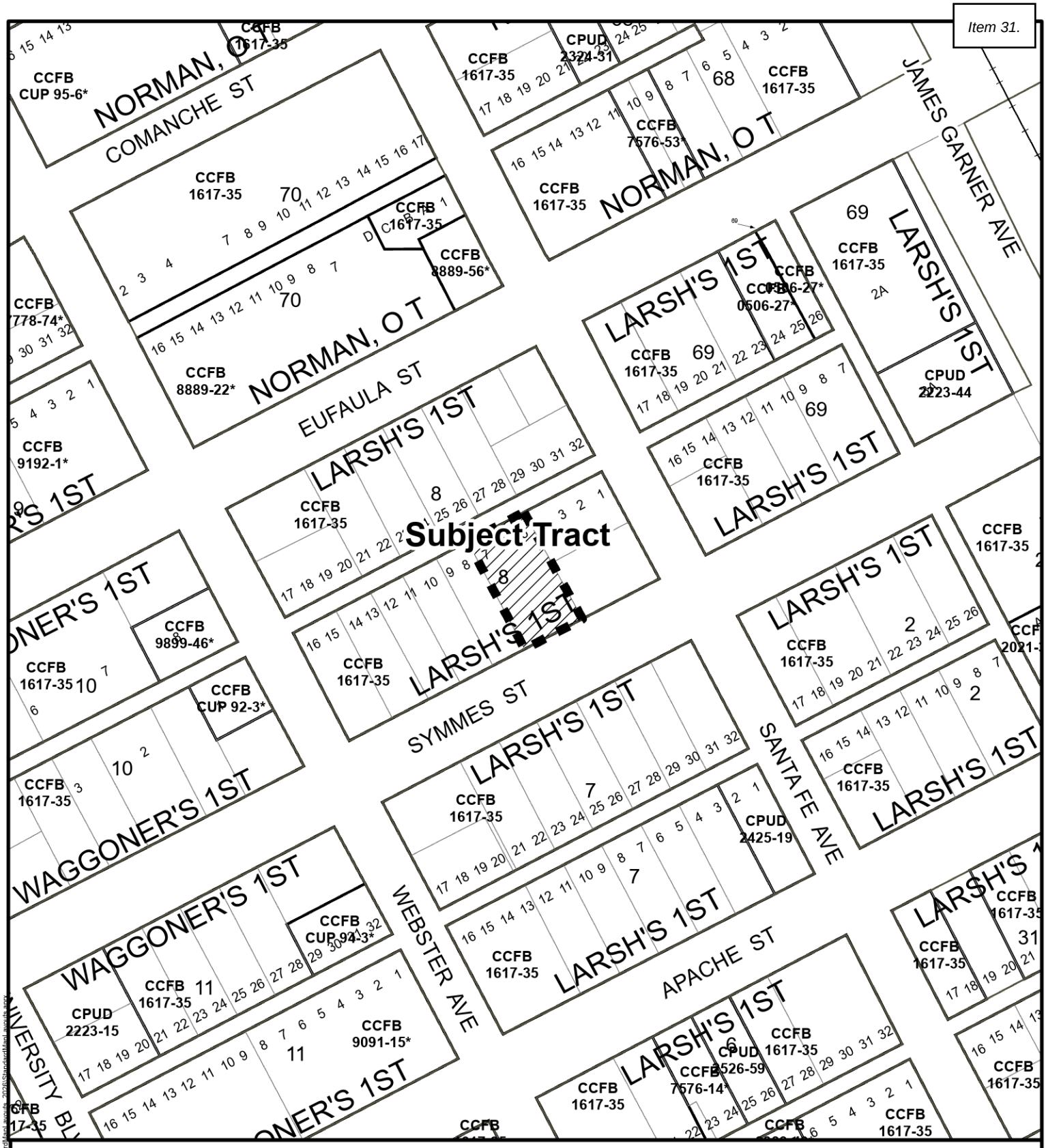
The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This development will provide a sought-after multi-unit residential dwelling structure near the University of Oklahoma Campus. The four-story multi-unit structure currently under construction has the essential CCFBC design elements seen in the surrounding CCFBC District, including the building brought forward to the Required Build Line, brick façades, porches for street activation, and required Open Space and Landscaping.

CONCLUSION:

Staff forwards this request for zoning to CCPUD, Center City Planned Unit Development, and Ordinance O-2627-11 to the Planning Commission for consideration and recommendation to City Council.

ATTACHMENT(S):

211 W Symmes St AIM Supporting Documents



Location Map

Subject Tract

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.

N W E S

September 3, 2026

0 75 150 Ft.

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211 W Symmes

7. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-11: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FIVE (5), SIX (6) AND SEVEN (7), IN BLOCK EIGHT (8), OF D. L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA FROM CCFBC, CENTER CITY FORM BASED CODE, AND PLACE THE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (211 W SYMMES; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Supporting AIM Documents
3. Location Map
4. Narrative
5. Site Plan
6. Parking Agreement
7. Protest Map & Letter

Staff Presentation

Anais Starr, Planner II, presented the staff report for the 211 W Symmes project.

Commissioner Brewer sought clarification on who the parking lease was with. Ms. Starr stated the applicant had that information and will include it in his presentation.

Applicant Presentation

Peter Petromilli, the applicant's representative, presented the 211 W Symmes project.

Mr. Petromilli confirmed the parking lease is with First Baptist Church.

Commissioner Kindel sought clarification on if the Church is requiring the lease be for 10 years and if that was why he is requesting that change. Mr. Petromilli confirmed that was correct.

Commissioner Brewer asked about the change from a 20-year to a 10-year parking lease. Mr. Petromilli explained the original plan involved leasing property owned by their group, which would have required demolition to create

additional parking. He stated the church made parking spaces available under a 10-year lease agreement.

Public Comment

There were no public comments.

Commission Discussion

There was no further commission discussion.

Motion to approve made by Commissioner Kindel, Seconded by Commissioner Griffith.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2627-11.

File Attachments for Item:

32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-53: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: LCD Acquisitions, LLC

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-53: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

APPLICANT/REPRESENTATIVE	LCD Acquisitions, L.L.C./Rieger Sadler Joyce, L.L.C.
LOCATION	3060 Classen Blvd
WARD	7
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District
EXISTING LAND USE DESIGNATION	TOD, Transit Oriented Development/ULC, Urban Living Center
CHARACTER AREA	Corridor (Gateway)
PROPOSED ZONING	PUD, Planned Unit Development

PROPOSED LAND USE UM, Urban Medium

SUMMARY:

The applicant, LCD Acquisitions, LLC, is requesting to rezone approximately 20 acres at 3060 Classen Blvd from A-2, Rural Agricultural District, to a PUD, Planned Unit Development, for the development of a multifamily apartment complex. The applicant is also requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

EXISTING CONDITIONS:

SIZE OF SITE: 20 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2	A-2 & RM-6	A-2 & C-2	PUD & CO	I-1
Land Use	Transit Oriented Development & Urban Living Center	Transit Oriented Development & Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Current Use	Agriculture, Single-Family Dwelling	University of Oklahoma Vacant Property, E State Highway 9 Right of Way, Multifamily Dwellings	Commercial	Multifamily, Office	Avara Pharmaceutical Services

ZONING DESIGNATION

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural land related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and

property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
- To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

LAND USE DESIGNATIONS

Transit Oriented Development/Urban Living Center

See attached Transit Oriented Development and Urban Living Center Land Use Category documents. The Urban Living Center portion of the property is a vestigial 28' wide strip at the southeast corner that provided access to Classen Blvd for the property's former residential use, and is not intended for development.

CHARACTER AREA DESIGNATION

Corridor

See attached Corridor (Gateway) Character Area document.

NEAREST PUBLIC PARK

Oaktree South Park is approximately 0.3 miles to the north of the subject property and is accessible via sidewalks along 12th Ave SE and Oak Tree Ave.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-24 September 24, 2026

The applicant attended the Pre-Development meeting for this application on September 24, 2026. Please see the attached Pre-Development meeting report.

BOARD OF PARKS COMMISSIONERS: October 1, 2026

The applicant has requested a private park decision for this development. The Board of Parks Commissioners voted to approve the private parkland request with a vote of 6-0.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer

5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING*

ZONING CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.

- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

Uses Permitted

The purpose of the proposed PUD is to allow for 190 multifamily units and associated amenities.

Area Regulations

There is a 25' setback along 12th Ave SE, a 5' side yard setback from the north and south property lines, and 20' rear yard setback from the east property line.

Height Regulations

There is a maximum height of three stories for any building within the proposed development.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of one parking space per bedroom, or approximately 3.5 parking spaces per unit, totaling 674 parking spaces. There are 14 proposed accessible parking spaces.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

The Property may feature two (2) entrance ground signs identifying the residential development. The entrance ground signs shall have a maximum area allowable of 110 square feet per side per sign and shall be located at each entrance to the Property. The entrance ground signs shall have a maximum height of eight (8) feet. In additional to the entrance signage, the Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. All other signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

Screening

Fencing within the proposed development is not required, except where required by Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended. Other fencing is not required but may be installed in accordance with applicable City ordinances, as amended.

Exterior Materials

Buildings within the development may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, fiber cement, masonry, metal accents, and any combination thereof. There is no minimum percentage provided for any of the listed materials.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Residential Character Area Policies

The development is **consistent** with many of the Overarching General and Residential Character Area policies. It proposes a development that features pedestrian connectivity, open space and other recreational amenities, and provides greater housing options while blending with existing nearby residential development.

Corridor (Gateway) Character Area Policies

The proposal is generally **inconsistent** with the Corridor (Gateway) Character Area policies, as it does not promote transit-oriented development through high residential density and mixed uses.

Urban Medium (UM) Land Use Policies

The proposal is **consistent** with the following UM Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation**

- **Utilities**
- **Public Space**
- **Locational Criteria**

The proposal is consistent with the policies of the requested UM Land Use Category, as it features a relatively compact multifamily residential development with pedestrian connectivity to nearby major/minor arterials, outdoor recreational spaces, and a density of 9.5 units per acre. The site also utilizes existing utility access.

Compatibility

	UL	UM	UH	ULC	RR	AR	UR	MX	IMX	CBD	LC	C	JC	TOD	OP	CIV
UL	-	4	3	2	4	4	5	3	3	3	4	3	2	3	5	5
UM	4	-	4	3	2	2	2	4	4	4	5	4	3	4	5	5
UH	3	4	-	4	2	2	1	5	5	5	4	4	4	5	5	5
ULC	2	3	4	-	1	1	1	5	5	4	3	4	4	5	5	5
RR	4	2	2	1	-	5	5	1	1	1	2	1	1	1	5	5
AR	3	2	1	1	5	-	5	1	1	1	2	1	1	1	5	5
UR	5	2	1	1	5	5	-	1	1	1	2	2	2	1	5	5
MX	3	4	5	5	1	1	1	-	5	5	4	5	4	5	5	5
IMX	3	4	5	4	1	1	1	5	-	2	4	5	5	5	3	5
CBD	3	4	5	4	1	2	1	5	2	-	4	2	2	5	4	5
LC	4	5	4	3	2	2	2	4	4	4	-	4	4	4	4	5
C	3	4	4	4	1	2	2	5	5	2	4	-	5	5	3	5
JC	2	3	4	4	1	2	2	4	5	2	4	5	-	4	4	5
TOD	3	4	5	5	1	2	1	5	5	5	4	5	4	-	4	5
OP	5	5	5	5	5	5	5	5	3	4	4	3	4	5	-	5
CIV	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	-

Note: Larger numbers represent a higher level of compatibility between land uses.

	Subject Property	North	East	South	West
Land Use	Urban Medium	Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Rating	-	3	3	3	3

The requested Land Use Category of Urban Medium is generally compatible with the surrounding Land Use Categories. However, Urban Medium has a lower compatibility score than the subject property's existing Transit Oriented Development Land Use Category. A score of 1 indicates the lowest degree of compatibility between two land use categories, while a score of 5 indicates the highest degree of compatibility.

Neighborhood and/or Special Area Plans

This location **is** within a Transit Oriented Development Special Study Area. These Special Study Areas are described within the AIM Norman Land Use Plan as "potential stops along a future commuter rail line."

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

While the proposal meets the policies of the requested UM, Urban Medium, Land Use Category, it does not meet the policies of the subject property's current majority Land Use Category, TOD, Transit Oriented Development. The TOD Land Use Category was created in anticipation of future passenger rail service between Edmond and Norman. Developments in the TOD Land Use Category are meant to provide high intensity mixed uses at passenger rail stops, with residential densities exceeding 18 units per acre. The proposed PUD only allows for a single-use multifamily residential development with a density of 9.5 units per acre, is just over half of the density called for in the policies of the TOD Land Use Category. In order to align the proposal with the AIM Norman Comprehensive Land Use Plan, the applicant is requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

CONCLUSION:

Staff forwards this AIM Norman Land Use Plan amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium, and Resolution R-2627-53 for consideration by City Council.

ATTACHMENT(S):

The Retreat at Norman AIM Supporting Documents

PLANNING COMMISSION RESULTS:

At their meeting on October 8, 2026, the Planning Commission recommended approval of Resolution R-2627-53, by a vote of 7-0.

Resolution

R-2627-53

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM, DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

§ 1. WHEREAS, the Council of the City of Norman recognizes citizens' concerns about the future development of Norman; and

§ 2. WHEREAS, the City Council at its meeting of June 24, 2025, reviewed and adopted the AIM Norman Comprehensive Land Use Plan, with an effective date of June 24, 2025; and

§ 3. WHEREAS, LCD Acquisitions, L.L.C., has requested an amendment to the AIM Norman Comprehensive Land Use Plan to remove a tract of land being in the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, from the TOD, Transit Oriented Development, and ULC, Urban Living Center, designations and place the same in the UM, Urban Medium, designation.

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

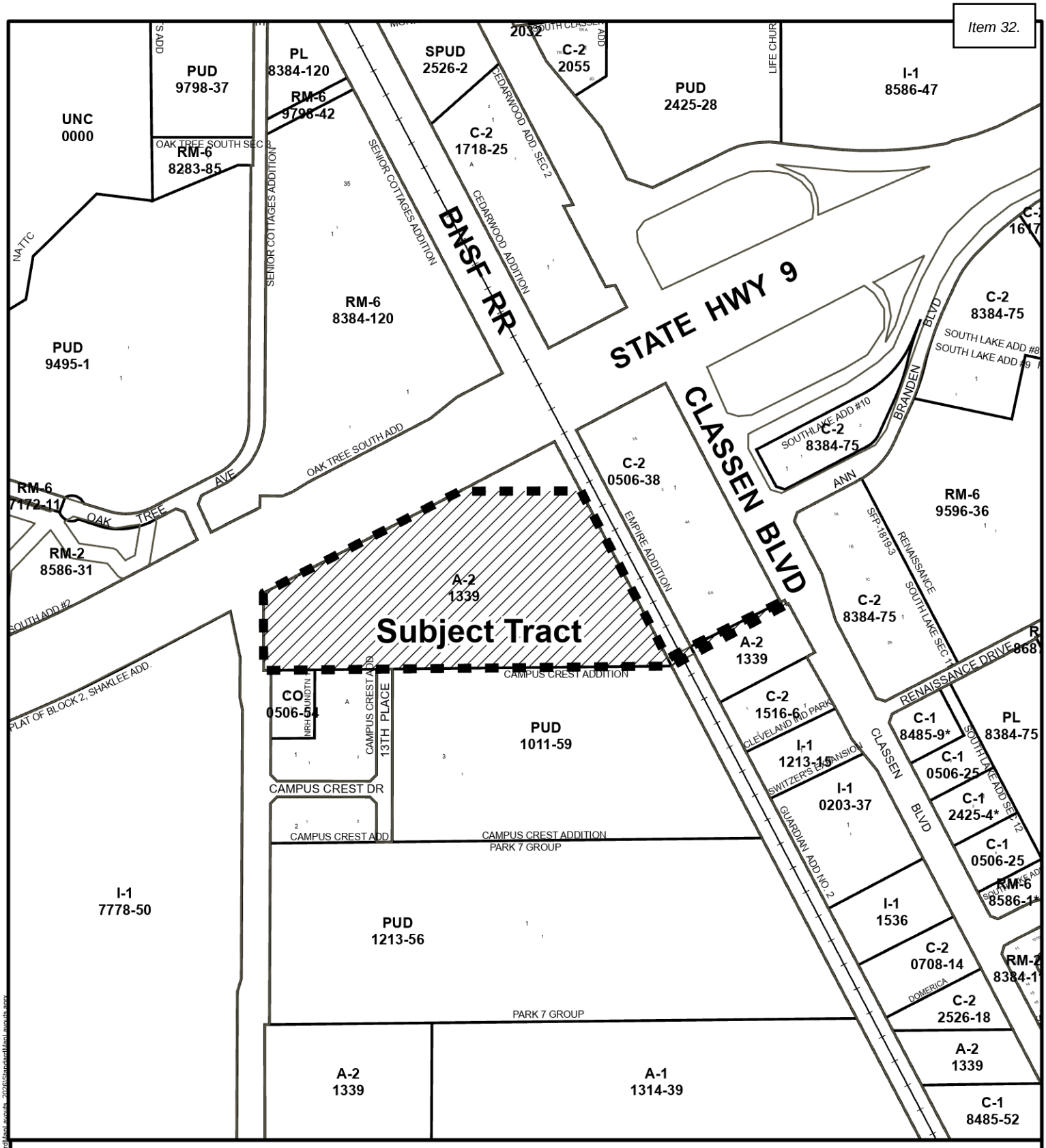
§ 4. That the Council of the City of Norman recognizes the need to control the future growth of the City of Norman; and, that after due consideration has determined that the requested amendment to the AIM Norman Comprehensive Land Use Plan should be adopted and does hereby approve the identified amendments.

PASSED AND ADOPTED this 24th day of November 2026

_____
Mayor

ATTEST:

_____
City Clerk



Location Map

Subject Tract

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.

N W E S

September 3, 2026

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CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: LCD Acquisitions, LLC

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-53: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

APPLICANT/REPRESENTATIVE	LCD Acquisitions, LLC/Rieger Sadler Joyce, LLC
LOCATION	3060 Classen Blvd
WARD	7
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District
EXISTING LAND USE DESIGNATION	TOD, Transit Oriented Development/ULC, Urban Living Center
CHARACTER AREA	Corridor (Gateway)
PROPOSED ZONING	PUD, Planned Unit Development

PROPOSED LAND USE UM, Urban Medium

SUMMARY:

The applicant, LCD Acquisitions, LLC, is requesting to rezone approximately 20 acres at 3060 Classen Blvd from A-2, Rural Agricultural District, to a PUD, Planned Unit Development, for the development of a multifamily apartment complex. The applicant is also requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

EXISTING CONDITIONS:

SIZE OF SITE: 20 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2	A-2 & RM-6	A-2 & C-2	PUD & CO	I-1
Land Use	Transit Oriented Development & Urban Living Center	Transit Oriented Development & Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Current Use	Agriculture, Single-Family Dwelling	University of Oklahoma Vacant Property, E State Highway 9 Right of Way, Multifamily Dwellings	Commercial	Multifamily, Office	Avara Pharmaceutical Services

ZONING DESIGNATION

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural land related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and

property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
- To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

LAND USE DESIGNATIONS

Transit Oriented Development/Urban Living Center

See attached Transit Oriented Development and Urban Living Center Land Use Category documents. The Urban Living Center portion of the property is a vestigial 28' wide strip at the southeast corner that provided access to Classen Blvd for the property's former residential use, and is not intended for development.

CHARACTER AREA DESIGNATION

Corridor

See attached Corridor (Gateway) Character Area document.

NEAREST PUBLIC PARK

Oaktree South Park is approximately 0.3 miles to the north of the subject property and is accessible via sidewalks along 12th Ave SE and Oak Tree Ave.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-24 September 24, 2026

The applicant attended the Pre-Development meeting for this application on September 24, 2026. Please see the attached Pre-Development meeting report.

BOARD OF PARKS COMMISSIONERS: October 1, 2026

The applicant has requested a private park decision for this development. The Board of Parks Commissioners voted to approve the private parkland request with a vote of 6-0.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer

5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING*

ZONING CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.

- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

Uses Permitted

The purpose of the proposed PUD is to allow for 190 multifamily units and associated amenities.

Area Regulations

There is a 25' setback along 12th Ave SE, a 5' side yard setback from the north and south property lines, and 20' rear yard setback from the east property line.

Height Regulations

There is a maximum height of three stories for any building within the proposed development.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of one parking space per bedroom, or approximately 3.5 parking spaces per unit, totaling 674 parking spaces. There are 14 proposed accessible parking spaces.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

The Property may feature two (2) entrance ground signs identifying the residential development. The entrance ground signs shall have a maximum area allowable of 110 square feet per side per sign and shall be located at each entrance to the Property. The entrance ground signs shall have a maximum height of eight (8) feet. In additional to the entrance signage, the Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. All other signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

Screening

Fencing within the proposed development is not required, except where required by Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended. Other fencing is not required but may be installed in accordance with applicable City ordinances, as amended.

Exterior Materials

Buildings within the development may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, fiber cement, masonry, metal accents, and any combination thereof. There is no minimum percentage provided for any of the listed materials. Section 36-547(a)(3) requires that the exterior of any building within a PUD be at least 80% masonry material, “unless waived by the City Council when the PUD is approved.”

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Residential Character Area Policies

The development is **consistent** with many of the Overarching General and Residential Character Area policies. It proposes a development that features pedestrian connectivity, open space and other recreational amenities, and provides greater housing options while blending with existing nearby residential development.

Corridor (Gateway) Character Area Policies

The proposal is generally **inconsistent** with the Corridor (Gateway) Character Area policies, as it does not promote transit-oriented development through high residential density and mixed uses.

Urban Medium (UM) Land Use Policies

The proposal is **consistent** with the following UM Land Use policies:

- **Building Types**

- **Site Design**
- **Transportation**
- **Utilities**
- **Public Space**
- **Locational Criteria**

The proposal is consistent with the policies of the requested UM Land Use Category, as it features a relatively compact multifamily residential development with pedestrian connectivity to nearby major/minor arterials, outdoor recreational spaces, and a density of 9.5 units per acre. The site also utilizes existing utility access.

Compatibility

	UL	UM	UH	ULC	RR	AR	UR	MX	IMX	CBD	LC	C	JC	TOD	OP	CIV
UL	-	4	3	2	4	4	5	3	3	3	4	3	2	3	5	5
UM	4	-	4	3	2	2	2	4	4	4	5	4	3	4	5	5
UH	3	4	-	4	2	2	1	5	5	5	4	4	4	5	5	5
ULC	2	3	4	-	1	1	1	5	5	4	3	4	4	5	5	5
RR	4	2	2	1	-	5	5	1	1	1	2	1	1	1	5	5
AR	3	2	1	1	5	-	5	1	1	1	2	1	1	1	5	5
UR	5	2	1	1	5	5	-	1	1	1	2	2	2	1	5	5
MX	3	4	5	5	1	1	1	-	5	5	4	5	4	5	5	5
IMX	3	4	5	4	1	1	1	5	-	2	4	5	5	5	3	5
CBD	3	4	5	4	1	2	1	5	2	-	4	2	2	5	4	5
LC	4	5	4	3	2	2	2	4	4	4	-	4	4	4	4	5
C	3	4	4	4	1	2	2	5	5	2	4	-	5	5	3	5
JC	2	3	4	4	1	2	2	4	5	2	4	5	-	4	4	5
TOD	3	4	5	5	1	2	1	5	5	5	4	5	4	-	4	5
OP	5	5	5	5	5	5	5	5	3	4	4	3	4	5	-	5
CIV	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	-

Note: Larger numbers represent a higher level of compatibility between land uses.

	Subject Property	North	East	South	West
Land Use	Urban Medium	Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Rating	-	3	3	3	3

The requested Land Use Category of Urban Medium is generally compatible with the surrounding Land Use Categories. However, Urban Medium has a lower compatibility score than the subject property's existing Transit Oriented Development Land Use Category. A score of 1 indicates the lowest degree of compatibility between two land use categories, while a score of 5 indicates the highest degree of compatibility.

Neighborhood and/or Special Area Plans

This location **is** within a Transit Oriented Development Special Study Area. These Special Study Areas are described within the AIM Norman Land Use Plan as "potential stops along a future commuter rail line."

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

While the proposal meets the policies of the requested UM, Urban Medium, Land Use Category, it does not meet the policies of the subject property's current majority Land Use Category, TOD, Transit Oriented Development. The TOD Land Use Category was created in anticipation of future passenger rail service between Edmond and Norman. Developments in the TOD Land Use Category are meant to provide high intensity mixed uses at passenger rail stops, with residential densities exceeding 18 units per acre. The proposed PUD only allows for a single-use multifamily residential development with a density of 9.5 units per acre, is just over half of the density called for in the policies of the TOD Land Use Category. In order to align the proposal with the AIM Norman Comprehensive Land Use Plan, the applicant is requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

CONCLUSION:

Staff forwards this AIM Norman Land Use Plan amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium, and Resolution R-2627-53 to the Planning Commission for consideration and recommendation to City Council.

ATTACHMENT(S):

The Retreat at Norman AIM Supporting Documents

File Attachments for Item:

33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-12 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: LCD Acquisitions, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-12 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

APPLICANT/REPRESENTATIVE	LCD Acquisitions, L.L.C./Rieger Sadler Joyce, L.L.C.
LOCATION	3060 Classen Blvd
WARD	7
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District
EXISTING LAND USE DESIGNATION	TOD, Transit Oriented Development/ULC, Urban Living Center
CHARACTER AREA	Corridor (Gateway)
PROPOSED ZONING	PUD, Planned Unit Development

PROPOSED LAND USE UM, Urban Medium

SUMMARY:

The applicant, LCD Acquisitions, L.L.C., is requesting to rezone approximately 20 acres at 3060 Classen Blvd from A-2, Rural Agricultural District, to a PUD, Planned Unit Development, for the development of a multifamily apartment complex. The applicant is also requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

EXISTING CONDITIONS:

SIZE OF SITE: 20 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2	A-2 & RM-6	A-2 & C-2	PUD & CO	I-1
Land Use	Transit Oriented Development & Urban Living Center	Transit Oriented Development & Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Current Use	Agriculture, Single-Family Dwelling	University of Oklahoma Vacant Property, E State Highway 9 Right of Way, Multifamily Dwellings	Commercial	Multifamily, Office	Avara Pharmaceutical Services

ZONING DESIGNATION

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural land related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and

property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
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LAND USE DESIGNATIONS

Transit Oriented Development/Urban Living Center

See attached Transit Oriented Development and Urban Living Center Land Use Category documents. The Urban Living Center portion of the property is a vestigial 28' wide strip at the southeast corner that provided access to Classen Blvd for the property's former residential use, and is not intended for development.

CHARACTER AREA DESIGNATION

Corridor

See attached Corridor (Gateway) Character Area document.

NEAREST PUBLIC PARK

Oaktree South Park is approximately 0.3 miles to the north of the subject property and is accessible via sidewalks along 12th Ave SE and Oak Tree Ave.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-24 September 24, 2026

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BOARD OF PARKS COMMISSIONERS: October 1, 2026

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REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

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2. Building Review
3. Public Works/Engineering
4. Transportation Engineer

5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

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PLANNING*

ZONING CONSIDERATIONS

PUD, Planned Unit Development

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- 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.
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Uses Permitted

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Area Regulations

There is a 25' setback along 12th Ave SE, a 5' side yard setback from the north and south property lines, and 20' rear yard setback from the east property line.

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There is a maximum height of three stories for any building within the proposed development.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of one parking space per bedroom, or approximately 3.5 parking spaces per unit, totaling 674 parking spaces. There are 14 proposed accessible parking spaces.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

The Property may feature two (2) entrance ground signs identifying the residential development. The entrance ground signs shall have a maximum area allowable of 110 square feet per side per sign and shall be located at each entrance to the Property. The entrance ground signs shall have a maximum height of eight (8) feet. In additional to the entrance signage, the Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. All other signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

Screening

Fencing within the proposed development is not required, except where required by Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended. Other fencing is not required but may be installed in accordance with applicable City ordinances, as amended.

Exterior Materials

Buildings within the development may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, fiber cement, masonry, metal accents, and any combination thereof. There is no minimum percentage provided for any of the listed materials.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Residential Character Area Policies

The development is **consistent** with many of the Overarching General and Residential Character Area policies. It proposes a development that features pedestrian connectivity, open space and other recreational amenities, and provides greater housing options while blending with existing nearby residential development.

Corridor (Gateway) Character Area Policies

The proposal is generally **inconsistent** with the Corridor (Gateway) Character Area policies, as it does not promote transit-oriented development through high residential density and mixed uses.

Urban Medium (UM) Land Use Policies

The proposal is **consistent** with the following UM Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation**

- **Utilities**
- **Public Space**
- **Locational Criteria**

The proposal is consistent with the policies of the requested UM Land Use Category, as it features a relatively compact multifamily residential development with pedestrian connectivity to nearby major/minor arterials, outdoor recreational spaces, and a density of 9.5 units per acre. The site also utilizes existing utility access.

Compatibility

	UL	UM	UH	ULC	RR	AR	UR	MX	IMX	CBD	LC	C	JC	TOD	OP	CIV
UL	-	4	3	2	4	4	5	3	3	3	4	3	2	3	5	5
UM	4	-	4	3	2	2	2	4	4	4	5	4	3	4	5	5
UH	3	4	-	4	2	2	1	5	5	5	4	4	4	5	5	5
ULC	2	3	4	-	1	1	1	5	5	4	3	4	4	5	5	5
RR	4	2	2	1	-	5	5	1	1	1	2	1	1	1	5	5
AR	3	2	1	1	5	-	5	1	1	1	2	1	1	1	5	5
UR	5	2	1	1	5	5	-	1	1	1	2	2	2	1	5	5
MX	3	4	5	5	1	1	1	-	5	5	4	5	4	5	5	5
IMX	3	4	5	4	1	1	1	5	-	2	4	5	5	5	3	5
CBD	3	4	5	4	1	2	1	5	2	-	4	2	2	5	4	5
LC	4	5	4	3	2	2	2	4	4	4	-	4	4	4	4	5
C	3	4	4	4	1	2	2	5	5	2	4	-	5	5	3	5
JC	2	3	4	4	1	2	2	4	5	2	4	5	-	4	4	5
TOD	3	4	5	5	1	2	1	5	5	5	4	5	4	-	4	5
OP	5	5	5	5	5	5	5	5	3	4	4	3	4	5	-	5
CIV	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	-

Note: Larger numbers represent a higher level of compatibility between land uses.

	Subject Property	North	East	South	West
Land Use	Urban Medium	Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Rating	-	3	3	3	3

The requested Land Use Category of Urban Medium is generally compatible with the surrounding Land Use Categories. However, Urban Medium has a lower compatibility score than the subject property's existing Transit Oriented Development Land Use Category. A score of 1 indicates the lowest degree of compatibility between two land use categories, while a score of 5 indicates the highest degree of compatibility.

Neighborhood and/or Special Area Plans

This location **is** within a Transit Oriented Development Special Study Area. These Special Study Areas are described within the AIM Norman Land Use Plan as "potential stops along a future commuter rail line."

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

While the proposal meets the policies of the requested UM, Urban Medium, Land Use Category, it does not meet the policies of the subject property's current majority Land Use Category, TOD, Transit Oriented Development. The TOD Land Use Category was created in anticipation of future passenger rail service between Edmond and Norman. Developments in the TOD Land Use Category are meant to provide high intensity mixed uses at passenger rail stops, with residential densities exceeding 18 units per acre. The proposed PUD only allows for a single-use multifamily residential development with a density of 9.5 units per acre, is just over half of the density called for in the policies of the TOD Land Use Category. In order to align the proposal with the AIM Norman Comprehensive Land Use Plan, the applicant is requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

CONCLUSION:

Staff forwards this request for zoning to PUD, Planned Unit Development, and AIM Norman Land Use Plan amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium, and Ordinance O-2627-12 for consideration by City Council.

ATTACHMENT(S):

The Retreat at Norman AIM Supporting Documents

PLANNING COMMISSION RESULTS:

At their meeting on October 8, 2026, the Planning Commission recommended approval of Ordinance O-2627-12, by a vote of 7-0.

O-2627-12

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

§ 1. WHEREAS, LCD Acquisitions, LLC has made application to have the property described below removed from A-2, Rural Agricultural District, and to have the same placed in PUD, Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on October 8, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from A-2, Rural Agricultural District, and place the same in PUD, Planned Unit Development to wit:

A tract of land being in the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at a point 1974.79 feet North 00°15'19" East of the southwest corner of the Southwest Quarter (SW/4) of said Section Nine (9);

THENCE North 00°15'19" East a distance of 279.51 feet;

THENCE North 62°24'49" East a distance of 857.69 feet;

THENCE North 89°22'58" East a distance of 579.74 feet;

THENCE South 27°44'11" East a distance of 672.50 feet;

THENCE North 62°30'41" East a distance of 401.67 feet;

THENCE South 27°35'11" East a distance of 28.00 feet;

THENCE South 62°30'41" West a distance of 501.59 feet;

THENCE South 89°23'29" West a distance of 1578.53 feet to the POINT OR PLACE OF BEGINNING, subject to right-of-way easements as mentioned and described in a RECIPROCAL DEED IN PARTITION recorded in Book 464 of Deeds at Page 171.

LESS AND EXCEPT:

A strip, piece or parcel of land lying in part of the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, said parcel of land being described by metes and bounds as follows:

BEGINNING at a point on the east present right of way line of 12th Avenue SE a distance of 527.35 feet South 00°13'03" West of and 33.00 feet South 89°46'57" East of the northwest corner of said Southwest Quarter (SW/4);

THENCE South 06°51'02" East a distance of 57.45 feet;

THENCE South 06°39'12" East a distance of 83.01 feet;

THENCE South 89°21'13" West a distance of 17.00 feet to a point said east present right of way line;

THENCE North 00°13'03" East along said east present right of way line a distance of 139.68 feet to the POINT OF BEGINNING.

Said described tract of land contains a gross area of 872,567 square feet or 20.0314 acres, and a net area, less streets rights of way of 862,511 square feet or 19.8005 acres, more or less.

§ 5. Further, pursuant to the provisions of Section 36-509 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the PUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. 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.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

The Retreat at Norman

A Planned Unit Development
Norman, Oklahoma

Applicant:
LCD Acquisitions, LLC

APPLICATION FOR:

PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

Submitted September 1, 2026
Revised October 2, 2026

PREPARED BY:

Rieger Sadler Joyce LLC
136 Thompson Drive
Norman, Oklahoma 73069

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A. Legal Description of the Property
B. Preliminary Site Development Plan
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I. INTRODUCTION

LCD Acquisitions, LLC (the "**Applicant**") intends to rezone and preliminary plat the property located at 3060 Classen Boulevard, Norman, Oklahoma, as more particularly described on **Exhibit A** (the "**Property**"), to a Planned Unit Development ("**PUD**") in order to develop a multifamily residential community. The Property contains approximately twenty (20) acres, and a preliminary conceptual site development plan (the "**Site Development Plan**") of the proposed development has been attached hereto as **Exhibit B**.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Property is located at 3060 Classen Boulevard, which is generally situated south of State Highway 9 between 12th Avenue SE and the BNSF Railroad, as is more particularly shown on the attached exhibits.

B. Existing Land Use and Zoning

The Property is currently zoned A-2, Rural Agricultural District. The Property consists of unimproved land with the exception of existing structures on the southern edge of the Property.

The surrounding properties to the south are zoned PUD, Planned Unit Development, and CO, Suburban Office Commercial District. The properties to the north are zoned A-2, Rural Agricultural District, and across State Highway 9, are zoned RM-6: Medium Density Apartment. The properties to the east are zoned C-2, General Commercial District. The property to the west is zoned I-1, Light Industrial District.

C. Elevation and Topography

The Property is generally flat, containing elevations between 1163ft and 1150ft.

D. Drainage

A drainage report has been provided by the Applicant to City Staff as part of the Preliminary Plat application. The Applicant proposes stormwater and drainage management systems that will meet or exceed the City's applicable ordinances.

E. Utility Services

All necessary utilities for this project are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

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.

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 shall be developed in general compliance with the Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-509(g) of the City of Norman's PUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are incorporated herein by reference and further depict the development criteria for the Property.

A. Uses Permitted:

The Property will be developed into a multifamily residential development containing approximately 190 units with accompanying uses. A complete list of the allowable uses for the Property is attached as **Exhibit C**.

B. Development Criteria:

1. Building Height

Any building on the Property shall be allowed to reach a maximum height of three (3) stories, excluding any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

2. Area Regulations

The Property shall comply with the setbacks shown on the Site Development Plan. There shall be a twenty-five foot (25') setback along 12th Avenue SE. There shall be a five foot (5') side yard setback, and there shall be a twenty foot (20') rear yard setback.

3. Exterior Materials

The exterior of the building may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, fiber cement, masonry, metal accents, and any combination thereof.

4. Sanitation

Sanitation services for the Property will comply with the City of Norman's sanitation ordinances, rules, and regulations. Trash dumpsters and/or trash compactors will be located as depicted on the Site Development Plan or in locations as may be approved by City sanitation services.

5. Signage

The Property may feature two (2) entrance ground signs identifying the residential development. The entrance ground signs shall have a maximum area allowable of 110 square feet per side per sign and shall be located at each entrance to the Property. The entrance ground signs shall have a maximum height of eight (8) feet. In additional to the entrance signage, the Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. All other signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

6. Open Space

Open space and green space areas are located throughout the Property, as shown on the Green Space Exhibit, attached hereto as **Exhibit E**. The Property will contain approximately six (6) acres of green space comprising approximately 35% of the total area of the Property.

7. Parking

Parking for the Property may be developed in general compliance with the parking layout shown on the Site Development Plan. The Property shall comply with the City of Norman's applicable parking ordinances, as amended from time to time.

8. Exterior Lighting

All exterior lighting shall comply with the applicable provisions of the City of Norman's Commercial Outdoor Lighting Standards, as the same may be amended from time to time.

9. Landscaping and Fencing

Landscaping shall be provided and maintained in conformity to Section 36- 551, Landscaping Requirements for Off-Street Parking Facilities, of the City of Norman's Zoning Ordinance, as may be amended from time to time. Fencing shall not be required on the Property but may be installed around the perimeter of the Property. Fencing placement and height shall comply with applicable City ordinances, as amended from time to time.

10. Phasing

It is initially anticipated the Property will be developed in a single phase. However, the timing and number of phases will be determined by market demand and absorption rates and shall comply with Norman City Code 36-509, PUD, Planned Unit Developments, as may be amended from time to time.

EXHIBIT A

Legal Description of the Property

A tract of land being in the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at a point 1974.79 feet North 00°15'19" East of the southwest corner of the Southwest Quarter (SW/4) of said Section Nine (9);

THENCE North 00°15'19" East a distance of 279.51 feet;

THENCE North 62°24'49" East a distance of 857.69 feet;

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LESS AND EXCEPT:

A strip, piece or parcel of land lying in part of the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, said parcel of land being described by metes and bounds as follows:

BEGINNING at a point on the east present right of way line of 12th Avenue SE a distance of 527.35 feet South 00°13'03" West of and 33.00 feet South 89°46'57" East of the northwest corner of said Southwest Quarter (SW/4);

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THENCE South 06°39'12" East a distance of 83.01 feet;

THENCE South 89°21'13" West a distance of 17.00 feet to a point said east present right of way line;

THENCE North 00°13'03" East along said east present right of way line a distance of 139.68 feet to the POINT OF BEGINNING.

Said described tract of land contains a gross area of 872,567 square feet or 20.0314 acres, and a net area, less streets rights of way of 862,511 square feet or 19.8005 acres, more or less.

EXHIBIT B

Preliminary Site Development Plan
Full Size Documents Submitted to City Staff

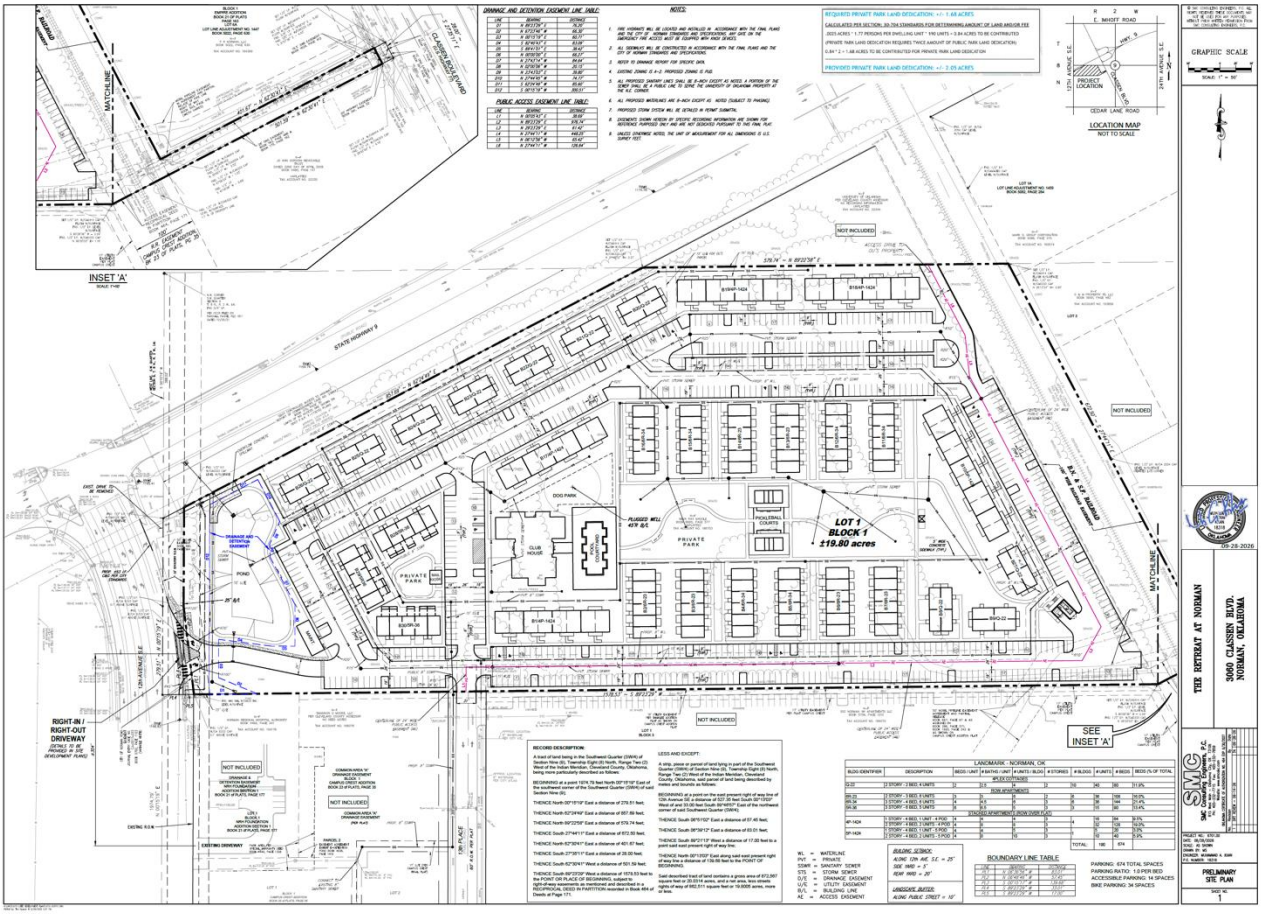


EXHIBIT C

Allowable Uses

- Apartment buildings
- Accessory buildings related to the maintenance and operation of the Property
- Leasing offices, pool areas, dog parks, sports courts, walking trails, fitness stations, outdoor grill areas, and similar recreational amenities for the residents of the development

EXHIBIT D

Preliminary Plat

Full Size Documents Submitted to City Staff

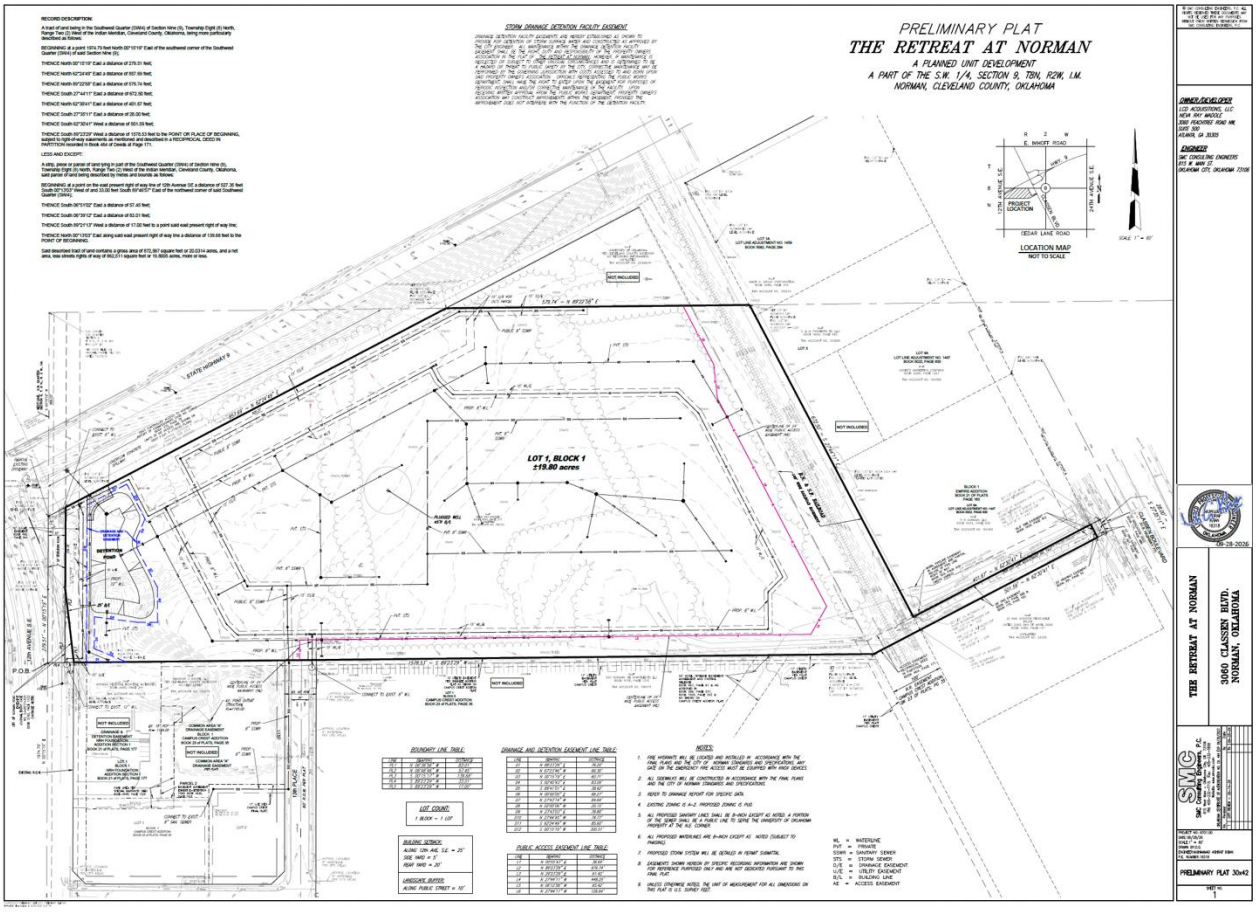
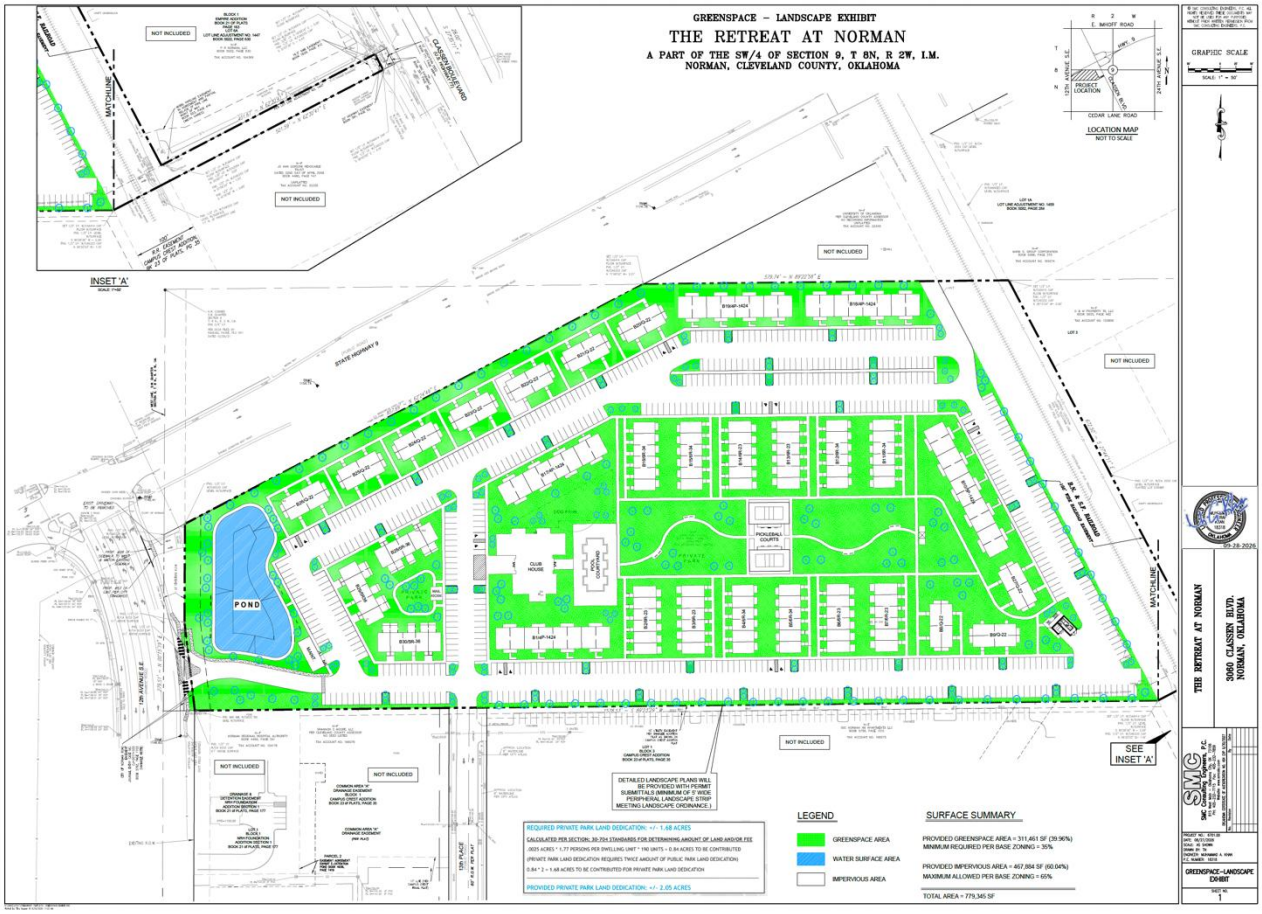
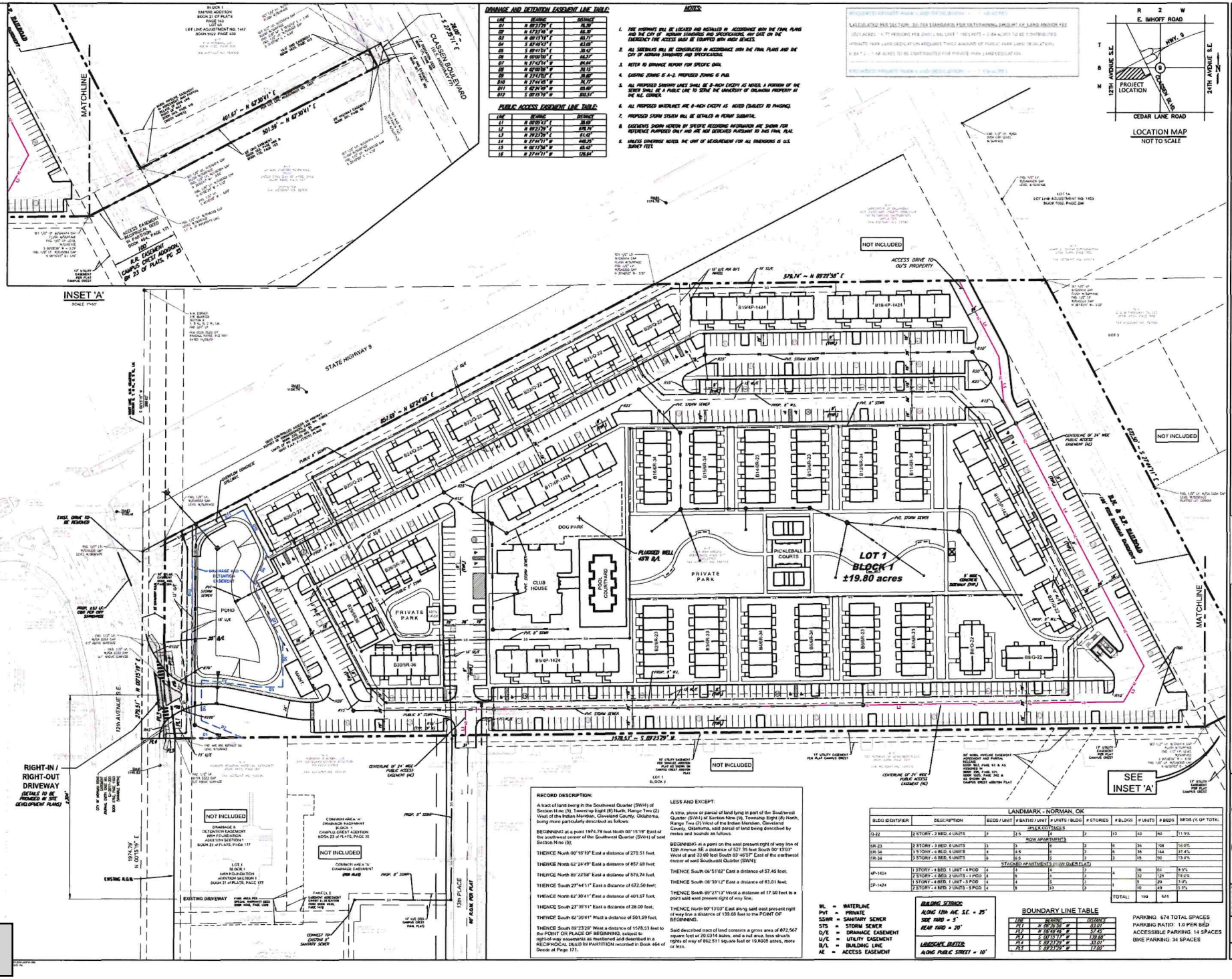


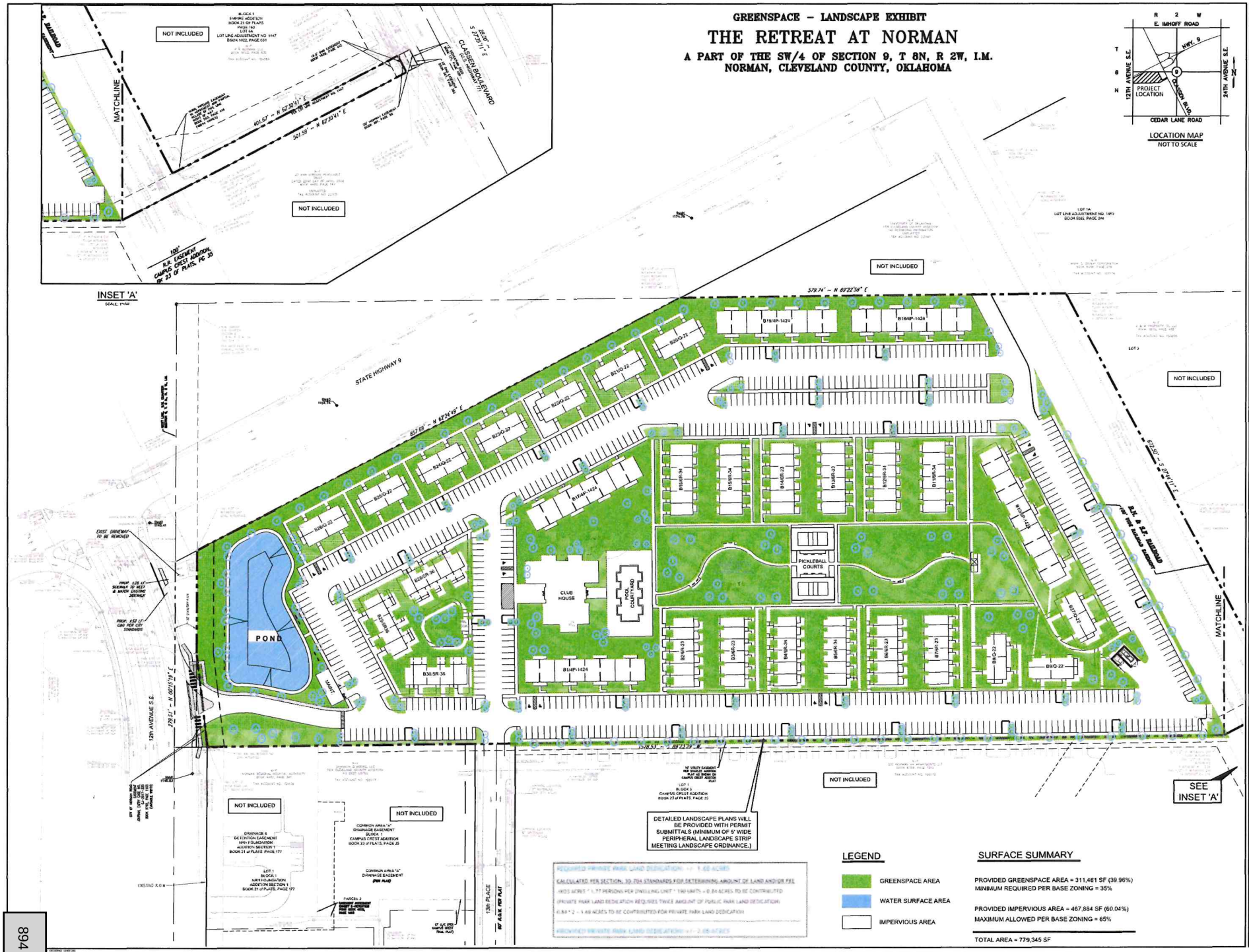
EXHIBIT E

Green Space Exhibit

Full Size Documents Submitted to City Staff




INSET 'A'
SCALE 1"=50'
MATCHLINE
STATE HIGHWAY 9
CLASSEN BOULEVARD
12th AVENUE S.E.
13th PLACE
CLUB HOUSE
COURTYARD
DOG PARK
PICKLEBALL COURTS
PRIVATE PARK
PLUGGED WELL
LOT 1
BLOCK 1
±19.80 acres
NOT INCLUDED
ACCESS DRIVE TO OU'S PROPERTY
EXIST. DRIVE TO BE REMOVED
RIGHT-IN / RIGHT-OUT DRIVEWAY
(DETAILS TO BE PROVIDED IN SITE DEVELOPMENT PLANS)
EXISTING DRIVEWAY
EXISTING R.O.W.
SEE INSET 'A'
S 27°41'11" E
579.74' ~ N 89°21'58" E
657.69' ~ N 62°24'49" E
401.67' ~ N 62°30'41" E
501.59' ~ N 62°30'41" E
1578.53' ~ S 89°21'29" E
1974.79' N 00°15'19" E
278.51' ~ N 00°15'19" E
R.R. EASEMENT CAMPUS CREST ADDITION BK 23 OF PLATS, PG 35
100' R.R. EASEMENT
ACCESS EASEMENT RECIPROCAL DEED IN BOOK 5524, PAGE 171
DRAINAGE & DETENTION EASEMENT NEW FOUNDATION ADDITION SECTION 1 BOOK 21 OF PLATS, PAGE 177
COMMON AREA 'A' DRAINAGE EASEMENT BOOK 23 OF PLATS, PAGE 35
LOT 1 BLOCK 1 NEW FOUNDATION ADDITION SECTION 1 BOOK 21 OF PLATS, PAGE 177
PARCEL 2 EASEMENT AMENDMENT DEED BOOK 5524, PAGE 171
CONNECT TO EXISTING 8" SANITARY SEWER
CENTERLINE OF 24' WIDE PUBLIC ACCESS EASEMENT (AC)
B.N. & S.F. RAILROAD
PUBLIC ACCESS EASEMENT
B1/4P-1424
B2/Q-22
B3/SR-36
B4/SR-34
B5/SR-23
B6/SR-24
B7/SR-25
B8/G-22
B9/G-22
B10/SR-34
B11/SR-34
B12/SR-23
B13/SR-23
B14/SR-34
B15/SR-34
B16/SR-23
B17/4P-1424
B18/4P-1424
B19/4P-1424
B20/Q-22
B21/Q-22
B22/Q-22
B23/Q-22
B24/Q-22
B25/Q-22
B26/Q-22
B27/Q-22
B28/Q-22
B29/Q-22
B30/SR-36
PORCH
15' U/E
25' B/A
PROP. 8" SSWR
PROP. 6" W.L.
PVT. STORM SEWER
PROP. 5" STORM
PROP. 5" W.L.
PROP. 4" SSWR
PROP. 4" W.L.
12' SLOPE FOR O/S PARCEL
15' SLOPE
5' MIN. CONCRETE SIDEWALK (TYP.)
CENTERLINE OF 24' WIDE PUBLIC ACCESS EASEMENT (AC)
17' UTILITY EASEMENT PER PLAT CAMPUS CREST
30' WORK HYDRANT EASEMENT AND PARTIAL RELEASE BOOK 1822, PAGE 67 & AS ASSIGNED IN BOOK 1822, PAGE 105, BOOK 1825, PAGE 342 & AS SHOWN ON CAMPUS CREST ADDITION PLAT
LOT 1 BLOCK 1
LOT 1A LOT LINE ADJUSTMENT NO. 1447 BOOK 5052, PAGE 244
LOT 3
LOT LINE ADJUSTMENT NO. 1447 BOOK 5022, PAGE 533
BLOCK 1 EASTSIDE ADDITION BOOK 21 OF PLATS PAGE 103 LOT 6A
FND. 1/2" I.P. W/CAP "CLARK RPLS 1043" N: 1,000.00' E: 1,000.00'
SET 1/2" I.P. W/CAP "SMC RPLS 1663" N: 1,000.00' E: 1,000.00'
FND. 1/2" I.P. W/CAP "CLARK RPLS 1043" N: 1,000.00' E: 1,000.00'
FND.



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Applicant: LCD Acquisitions, LLC

Project Location: 3060 Classen Blvd

Case Number: PD 26-24

Time: 6:00 P.M.

Applicant Representative:
Libby Smith
Sean Rieger
Matthew Welborn

Attendees:
John Proctor
Erica Bird

City Staff:
Logan Gray, Planner II
Beth Muckala, Assistant City Attorney III
Landon Gum, Subdivision Development Coordinator

Application Summary:
LCD Acquisitions requests an amendment to the AIM Norman Comprehensive Land Use Plan, a rezoning from A-2, Rural Agricultural District, to PUD, Planned Unit Development, and a preliminary plat, to allow for a multifamily residential development.

Neighbors' Comments/Concerns/Responses:
One of the neighboring property owners expressed his support for the project.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: LCD Acquisitions, LLC

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-12: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

APPLICANT/REPRESENTATIVE	LCD Acquisitions, LLC/Rieger Sadler Joyce, LLC
LOCATION	3060 Classen Blvd
WARD	7
CORE AREA	No
EXISTING ZONING	A-2, Rural Agricultural District
EXISTING LAND USE DESIGNATION	TOD, Transit Oriented Development/ULC, Urban Living Center
CHARACTER AREA	Corridor (Gateway)
PROPOSED ZONING	PUD, Planned Unit Development

PROPOSED LAND USE UM, Urban Medium

SUMMARY:

The applicant, LCD Acquisitions, LLC, is requesting to rezone approximately 20 acres at 3060 Classen Blvd from A-2, Rural Agricultural District, to a PUD, Planned Unit Development, for the development of a multifamily apartment complex. The applicant is also requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

EXISTING CONDITIONS:

SIZE OF SITE: 20 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	A-2	A-2 & RM-6	A-2 & C-2	PUD & CO	I-1
Land Use	Transit Oriented Development & Urban Living Center	Transit Oriented Development & Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Current Use	Agriculture, Single-Family Dwelling	University of Oklahoma Vacant Property, E State Highway 9 Right of Way, Multifamily Dwellings	Commercial	Multifamily, Office	Avara Pharmaceutical Services

ZONING DESIGNATION

A-2, Rural Agricultural District

This district is intended to provide a zoning classification for land situated relatively remote from the urban area which is used for agricultural land related purposes and will not be undergoing urbanization in the immediate future. The types of uses, the area and the intensity of use of land which is authorized in this district is designed to encourage and protect all agricultural uses until urbanization is warranted and the appropriate change in district classification is made. Areas included within this district are considered to be sufficiently remote from developed urban areas that exploration for and production of oil and gas will not be hazardous or detrimental to persons and

property within the developed portions of the City. Further, the purpose of the following regulations for properties within the Ten Mile Flat Conservation Area, is to:

- Address unique conditions in the area commonly known as Ten Mile Flat, much of which land lies within the historical floodplain of Ten Mile Creek and the South Canadian River;
- To protect exceptional and irreplaceable natural resources located in the Ten Mile Flat area; and
- To protect against flood damage in the 100-year floodplain and other floodprone areas within the Ten Mile Flat area.

LAND USE DESIGNATIONS

Transit Oriented Development/Urban Living Center

See attached Transit Oriented Development and Urban Living Center Land Use Category documents. The Urban Living Center portion of the property is a vestigial 28' wide strip at the southeast corner that provided access to Classen Blvd for the property's former residential use, and is not intended for development.

CHARACTER AREA DESIGNATION

Corridor

See attached Corridor (Gateway) Character Area document.

NEAREST PUBLIC PARK

Oaktree South Park is approximately 0.3 miles to the north of the subject property and is accessible via sidewalks along 12th Ave SE and Oak Tree Ave.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-24 September 24, 2026

The applicant attended the Pre-Development meeting for this application on September 24, 2026. Please see the attached Pre-Development meeting report.

BOARD OF PARKS COMMISSIONERS: October 1, 2026

The applicant has requested a private park decision for this development. The Board of Parks Commissioners voted to approve the private parkland request with a vote of 6-0.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Review
3. Public Works/Engineering
4. Transportation Engineer

5. Planning*
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage.

PUBLIC WORKS/ENGINEERING

Please see attached report from Engineering regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING*

ZONING CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.

- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

Uses Permitted

The purpose of the proposed PUD is to allow for 190 multifamily units and associated amenities.

Area Regulations

There is a 25' setback along 12th Ave SE, a 5' side yard setback from the north and south property lines, and 20' rear yard setback from the east property line.

Height Regulations

There is a maximum height of three stories for any building within the proposed development.

Landscaping

Landscaping will comply with the applicable regulations of the City of Norman Code of Ordinances.

Parking

Parking and loading areas have been developed at a ratio of one parking space per bedroom, or approximately 3.5 parking spaces per unit, totaling 674 parking spaces. There are 14 proposed accessible parking spaces.

Lighting

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

Signage

The Property may feature two (2) entrance ground signs identifying the residential development. The entrance ground signs shall have a maximum area allowable of 110 square feet per side per sign and shall be located at each entrance to the Property. The entrance ground signs shall have a maximum height of eight (8) feet. In additional to the entrance signage, the Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. All other signs on the Property will comply with the medium density residential sign standards of the City of Norman Sign Regulations, as amended from time to time.

Screening

Fencing within the proposed development is not required, except where required by Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended. Other fencing is not required but may be installed in accordance with applicable City ordinances, as amended.

Exterior Materials

Buildings within the development may be constructed of brick, stone, synthetic stone, high impact quality stucco or EIFS, fiber cement, masonry, metal accents, and any combination thereof. There is no minimum percentage provided for any of the listed materials. Section 36-547(a)(3) requires that the exterior of any building within a PUD be at least 80% masonry material, “unless waived by the City Council when the PUD is approved.”

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Residential Character Area Policies

The development is **consistent** with many of the Overarching General and Residential Character Area policies. It proposes a development that features pedestrian connectivity, open space and other recreational amenities, and provides greater housing options while blending with existing nearby residential development.

Corridor (Gateway) Character Area Policies

The proposal is generally **inconsistent** with the Corridor (Gateway) Character Area policies, as it does not promote transit-oriented development through high residential density and mixed uses.

Urban Medium (UM) Land Use Policies

The proposal is **consistent** with the following UM Land Use policies:

- **Building Types**

- **Site Design**
- **Transportation**
- **Utilities**
- **Public Space**
- **Locational Criteria**

The proposal is consistent with the policies of the requested UM Land Use Category, as it features a relatively compact multifamily residential development with pedestrian connectivity to nearby major/minor arterials, outdoor recreational spaces, and a density of 9.5 units per acre. The site also utilizes existing utility access.

Compatibility

	UL	UM	UH	ULC	RR	AR	UR	MX	IMX	CBD	LC	C	JC	TOD	OP	CIV
UL	-	4	3	2	4	4	5	3	3	3	4	3	2	3	5	5
UM	4	-	4	3	2	2	2	4	4	4	5	4	3	4	5	5
UH	3	4	-	4	2	2	1	5	5	5	4	4	4	5	5	5
ULC	2	3	4	-	1	1	1	5	5	4	3	4	4	5	5	5
RR	4	2	2	1	-	5	5	1	1	1	2	1	1	1	5	5
AR	3	2	1	1	5	-	5	1	1	1	2	1	1	1	5	5
UR	5	2	1	1	5	5	-	1	1	1	2	2	2	1	5	5
MX	3	4	5	5	1	1	1	-	5	5	4	5	4	5	5	5
IMX	3	4	5	4	1	1	1	5	-	2	4	5	5	5	3	5
CBD	3	4	5	4	1	2	1	5	2	-	4	2	2	5	4	5
LC	4	5	4	3	2	2	2	4	4	4	-	4	4	4	4	5
C	3	4	4	4	1	2	2	5	5	2	4	-	5	5	3	5
JC	2	3	4	4	1	2	2	4	5	2	4	5	-	4	4	5
TOD	3	4	5	5	1	2	1	5	5	5	4	5	4	-	4	5
OP	5	5	5	5	5	5	5	5	3	4	4	3	4	5	-	5
CIV	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	-

Note: Larger numbers represent a higher level of compatibility between land uses.

	Subject Property	North	East	South	West
Land Use	Urban Medium	Urban Living Center	Urban Living Center	Urban Living Center	Job Center
Rating	-	3	3	3	3

The requested Land Use Category of Urban Medium is generally compatible with the surrounding Land Use Categories. However, Urban Medium has a lower compatibility score than the subject property's existing Transit Oriented Development Land Use Category. A score of 1 indicates the lowest degree of compatibility between two land use categories, while a score of 5 indicates the highest degree of compatibility.

Neighborhood and/or Special Area Plans

This location **is** within a Transit Oriented Development Special Study Area. These Special Study Areas are described within the AIM Norman Land Use Plan as "potential stops along a future commuter rail line."

UTILITIES

AIM NORMAN PLAN CONFORMANCE

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:

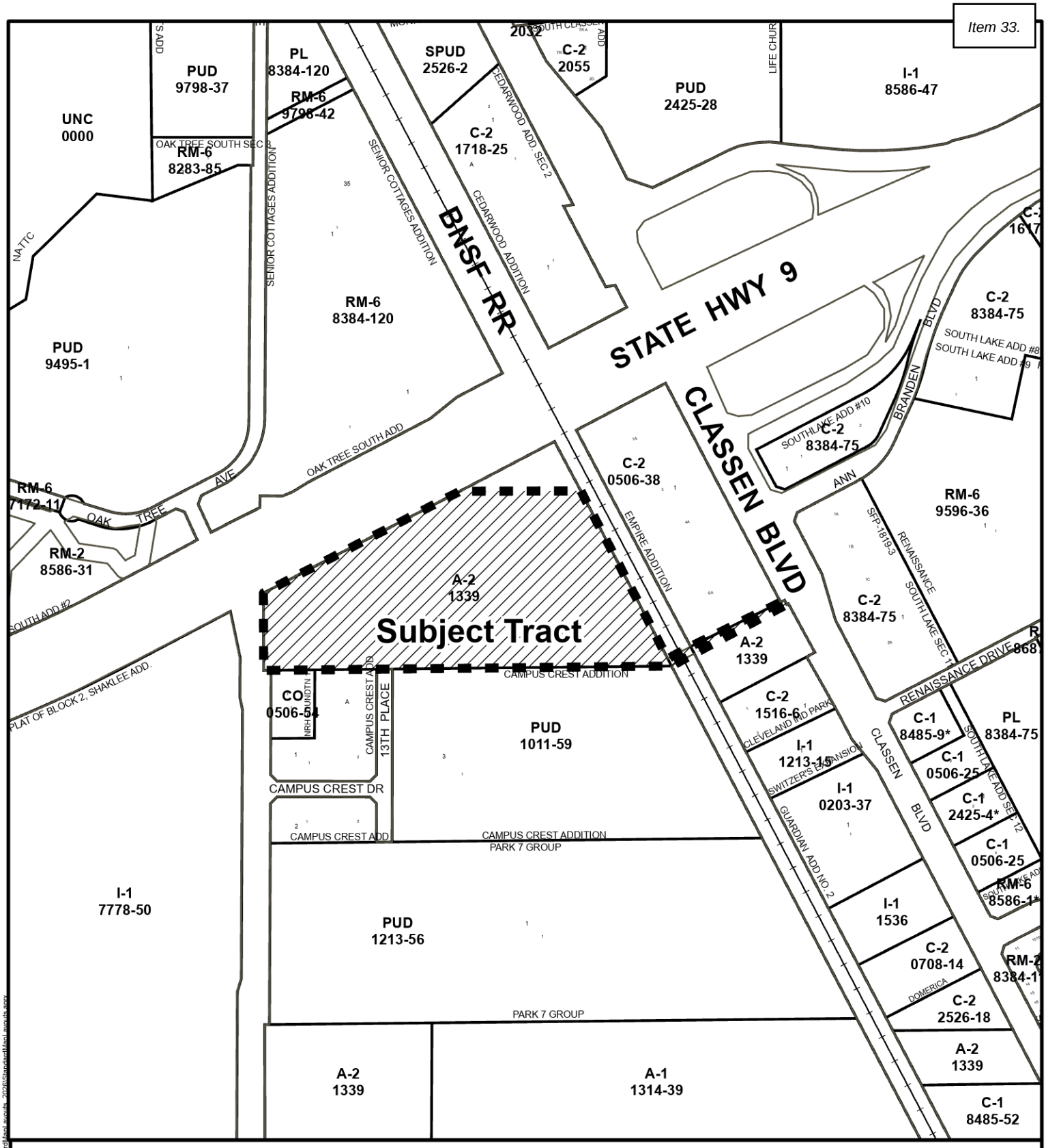
While the proposal meets the policies of the requested UM, Urban Medium, Land Use Category, it does not meet the policies of the subject property's current majority Land Use Category, TOD, Transit Oriented Development. The TOD Land Use Category was created in anticipation of future passenger rail service between Edmond and Norman. Developments in the TOD Land Use Category are meant to provide high intensity mixed uses at passenger rail stops, with residential densities exceeding 18 units per acre. The proposed PUD only allows for a single-use multifamily residential development with a density of 9.5 units per acre, is just over half of the density called for in the policies of the TOD Land Use Category. In order to align the proposal with the AIM Norman Comprehensive Land Use Plan, the applicant is requesting a land use amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium.

CONCLUSION:

Staff forwards this request for zoning to PUD, Planned Unit Development, and AIM Norman Land Use Plan amendment from TOD, Transit Oriented Development, and ULC, Urban Living Center, to UM, Urban Medium, and Ordinance O-2627-12 to the Planning Commission for consideration and recommendation to City Council.

ATTACHMENT(S):

The Retreat at Norman AIM Supporting Documents



Location Map

Subject Tract

September 3, 2026

0 250 500 Ft.

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.

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3060 Classen Blvd

8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-53: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE TOD, TRANSIT ORIENTED DEVELOPMENT, AND ULC, URBAN LIVING CENTER, DESIGNATIONS AND PLACE THE SAME IN THE UM, URBAN MEDIUM DESIGNATION. (3060 CLASSEN BLVD., WARD 7)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map

9. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-12: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND BEING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA FROM A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN A PUD, PLANNED UNIT DEVELOPMENT OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3060 CLASSEN BLVD; WARD 7)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Supporting AIM Documents
4. Narrative
5. Site Plan
6. Greenspace Exhibit
7. Pre-Development Notes

10. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-5: A PRELIMINARY PLAT FOR THE RETREAT AT NORMAN, A PLANNED UNIT DEVELOPMENT. (3060 CLASSEN BLVD; WARD 7)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report

2. Location Map
3. Site Plan
4. Preliminary Plat
5. Review Form
6. Pre-Development Notes

Staff Presentation

Logan Gray, Planner II, presented the staff report for the 3060 Classen Blvd project.

Applicant Presentation

Libby Smith, the applicant's representative, presented the 3060 Classen Blvd project.

Commissioner Parker asked about access across the railroad tracks and the future use of that area of the property. Ms. Smith explained the development would stop at the railroad tracks and would not utilize the 28-foot strip of land. She stated it is currently used by the single-family residence to access Classen Boulevard. She added the property may be sold in the future and the proposed development would not have access to Classen Boulevard.

Commissioner McDaniel sought clarification on if the development will preserve the existing trees where appropriate. Ms. Smith confirmed that was correct.

Public Comment

There were no public comments.

Commission Discussion

Commissioner Brewer asked about the differences between the Transit Oriented Development and Urban Medium Land Use designations. Mr. Gray explained Transit Oriented Development is intended to encourage high-density, mixed-use development near potential future commuter rail stops. He noted the proposed development would have approximately nine residential units per acre, compared to the 18 units per acre called for under the Transit Oriented Development designation.

Motion to approve made by Commissioner Brewer, Seconded by Commissioner Griffith.

Voting Yea: Commissioner Brewer, Commissioner McClure, Commissioner McKown, Secretary Parker, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of R-2627-53, O-2627-12, and PP-2627-5.

File Attachments for Item:

34. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-5: PRELIMINARY PLAT FOR THE RETREAT AT NORMAN, A PLANNED UNIT DEVELOPMENT, LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF STATE HIGHWAY NINE (9) AND 12TH AVENUE S.E. (WARD 7)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/26

REQUESTER: Ken Danner, Subdivision Development Manager

David Riesland, Transportation Engineer

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-5: PRELIMINARY PLAT FOR THE RETREAT AT NORMAN, A PLANNED UNIT DEVELOPMENT, LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF STATE HIGHWAY NINE (9) AND 12TH AVENUE S.E. (WARD 7)

BACKGROUND:

This item is a preliminary plat for Retreat at Norman, a Planned Unit Development located at the southeast corner of State Highway No. 9 and 12th Avenue S.E. This property consists of 19.8 acres and one (1) lot for an apartment project.

The Norman Board of Parks Commissioners recommended private park land at their meeting of October 1, 2026. Planning Commission, at its meeting of October 8, 2026, recommended to City Council placing this property in the PUD, Planned Unit Development District removing it from A-2, Rural Agricultural District. In addition, Planning Commission recommended approval of the preliminary plat for Retreat at Norman, a Planned Unit Development.

DISCUSSION:

The proposed 190 multi-family residential units containing a total of 674 bedrooms in this addition are expected to generate approximately 2,676 trips per day, 108 AM peak hour trips, and 209 PM peak hour trips. Being well above the minimum threshold for requiring a traffic impact study (100 peak hour trips is the minimum threshold), a traffic study was prepared and submitted by Traffic Engineering Consultants, Inc. Traffic capacities on 12th Avenue SE, Cedar Lane Road, and State Highway 9 exceed the demand for existing and proposed trips because of this development. Although some improvements are recommended, no negative traffic impacts are anticipated. Access is proposed by way of 13th Place as well as a direct connection to 12th Avenue SE. The connection to 12th Avenue SE was shown to be problematic in the traffic study that was submitted. As such, the developer agreed to modify the access approach to 12th Avenue SE to allow only right-turn entering traffic and right-turn exiting traffic.

STREET	NO. OF LANES	EXISTING TRAFFIC (Veh/day)	PROJECTED TRAFFIC (Veh/day)	TOTAL PROJECTED TRAFFIC (Veh/day)	ROADWAY CAPACITY L.O.S. "E"	% CAPACITY USED (BACKGROUND)	% CAPACITY USED (PROJECTED)
12th Avenue S.E.	4	21,150	2,676	23,826	34,200	61.84	69.67
Cedar Lane Road	4	11,200	803	12,003	34,200	32.74	35.10
State Highway 9	4	37,200	1,472	38,672	52,000	71.54	74.37

The development proposed with this addition was analyzed as part of a traffic impact study revision prepared for the Cedar Lane Addition Preliminary Plat. This study identified traffic impact fees for improvements to the Cedar Lane Road intersection with Classen Boulevard, the 12th Avenue SE intersection with State Highway 9, and for several intersections along Classen Boulevard on either side of Cedar Lane Road. Based upon the trip generation potential of this Addition, the fees to be collected with the filing of the Final Plat are $919.77 (for Cedar Lane Road and Classen Boulevard intersection), $2,739.24 (for the 12th Avenue SE and State Highway 9 intersection), and $5,250 (for various Classen Boulevard intersections) for a total of $8,909.01.

Public improvements for this property consist of the following:

1. **Fire Hydrants**. Fire hydrants requirements will be reviewed by the Fire Department.
2. **Permanent Markers**. Permanent markers will be installed prior to filing of the final plate.
3. **Sanitary Sewers**. The sanitary sewer will be installed to serve this property in accordance with approved plans and City and State Department of Environmental Quality standards.
4. **Sidewalks.** Sidewalks are existing adjacent to Alameda Street and 12th Avenue S.E.
5. **Storm Sewers**. Stormwater and appurtenant drainage structures will be installed in accordance with plans and City drainage standards. Stormwater runoff will be conveyed to a privately maintained detention facility.
6. **Streets**. Twelfth Avenue S.E. is existing and classified as urban arterial street.
7. **Water Mains**. There is an existing water main adjacent to 12th Avenue S.E. There is a proposed interior water system for fire protection that will serve the proposed duplexes/apartments.
8. **Public Dedications.** All easements and rights-of-way will be dedicated to the City with final platting.

STAFF RECOMMENDATIONS:

Based on the above information, staff recommends approval of the preliminary plat for The Retreat at Norman Addition.

PRELIMINARY PLAT
THE RETREAT AT NORMAN
A PLANNED UNIT DEVELOPMENT
A PART OF THE S.W. 1/4, SECTION 9, T8N, R2W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

RECORD DESCRIPTION:

A tract of land being in the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at a point 1974.79 feet North 00°15'19" East of the southwest corner of the Southwest Quarter (SW/4) of said Section Nine (9);

THENCE North 00°15'19" East a distance of 279.51 feet;

THENCE North 62°24'49" East a distance of 657.69 feet;

THENCE North 89°22'58" East a distance of 579.74 feet;

THENCE South 27°44'11" East a distance of 672.50 feet;

THENCE North 62°30'41" East a distance of 401.67 feet;

THENCE South 27°35'11" East a distance of 28.00 feet;

THENCE South 62°30'41" West a distance of 501.59 feet;

THENCE South 89°23'29" West a distance of 1578.53 feet to the POINT OR PLACE OF BEGINNING, subject to right-of-way easements as mentioned and described in a RECIPROCAL DEED IN PARTITION recorded in Book 464 of Deeds at Page 171.

LESS AND EXCEPT:

A strip, piece or parcel of land lying in part of the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, said parcel of land being described by metes and bounds as follows:

BEGINNING at a point on the east present right of way line of 12th Avenue SE a distance of 527.35 feet South 00°13'03" West of and 33.00 feet South 89°46'57" East of the northwest corner of said Southwest Quarter (SW/4);

THENCE South 06°51'02" East a distance of 57.45 feet;

THENCE South 06°39'12" East a distance of 83.01 feet;

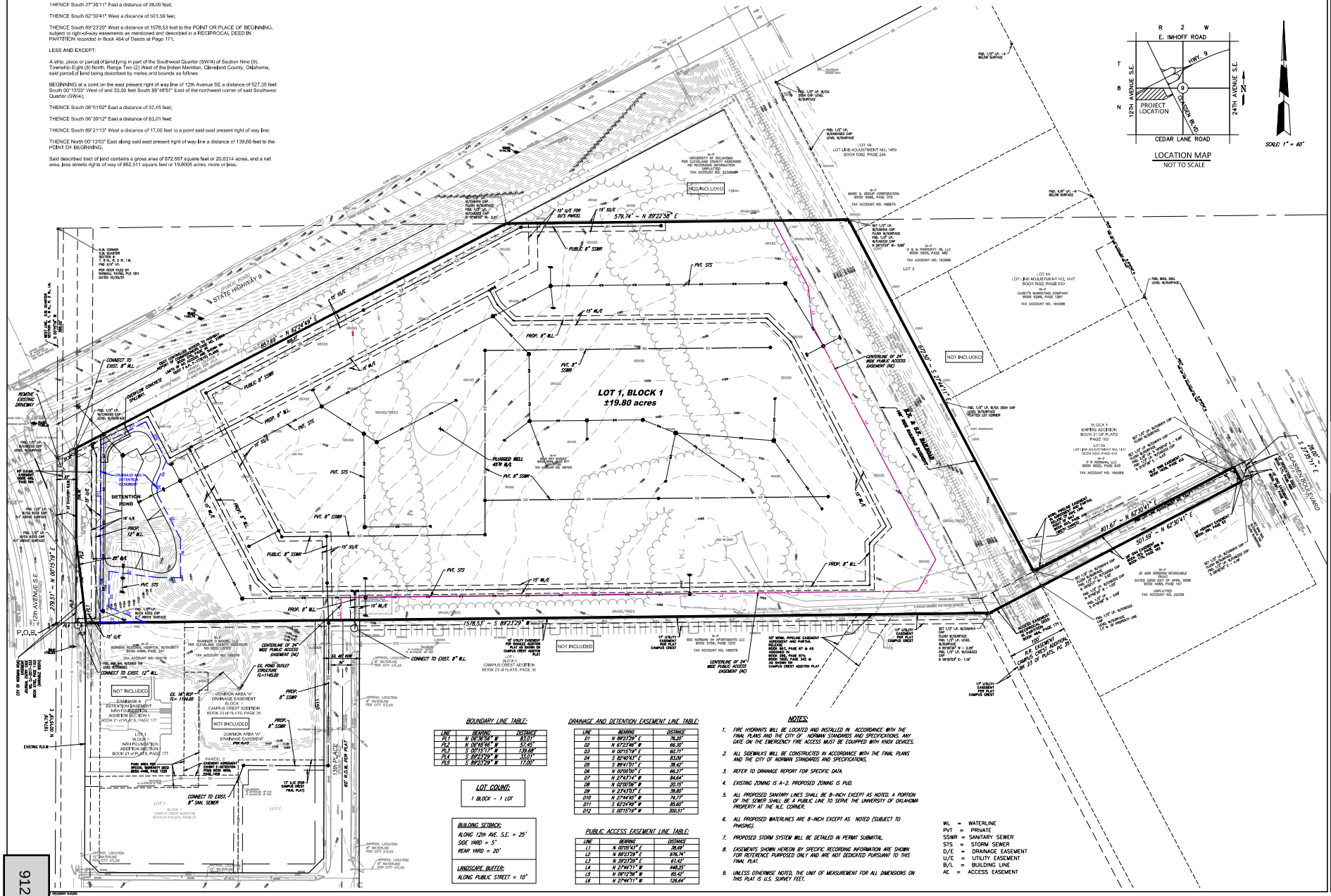
THENCE South 89°21'13" West a distance of 17.00 feet to a point said east present right of way line;

THENCE North 00°13'03" East along said east present right of way line a distance of 139.68 feet to the POINT OF BEGINNING.

Said described tract of land contains a gross area of 872,567 square feet or 20.0314 acres, and a net area, less streets rights of way of 852,511 square feet or 19.8005 acres, more or less.

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 THE RETREAT AT NORMAN; 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 OWNER'S 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 OWNER'S ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.



BOUNDARY LINE TABLE:

LINE	BEARING	DISTANCE
PL1	N 00°36'56" W	83.01'
PL2	N 00°06'06" W	57.45'
PL3	S 00°15'19" W	139.68'
PL4	S 89°23'29" W	33.01'
PL5	S 89°21'13" W	17.00'

LOT COUNT:

1 BLOCK - 1 LOT

BUILDING SETBACK:

ALONG 12th AVE. S.E. = 25'
SIDE YARD = 5'
REAR YARD = 20'

LANDSCAPE BUFFER:

ALONG PUBLIC STREET = 10'

DRAINAGE AND DETENTION EASEMENT LINE TABLE:

LINE	BEARING	DISTANCE
D1	N 89°23'29" E	76.20'
D2	N 67°23'46" W	66.30'
D3	N 00°15'19" E	60.71'
D4	S 82°40'43" E	83.09'
D5	S 89°41'01" E	38.42'
D6	N 00°00'00" E	66.27'
D7	N 37°47'14" W	84.64'
D8	N 00°00'06" W	20.15'
D9	N 27°47'01" E	39.80'
D10	N 27°44'45" W	74.77'
D11	S 62°24'49" W	85.65'
D12	S 00°15'19" W	330.51'

PUBLIC ACCESS EASEMENT LINE TABLE:

LINE	BEARING	DISTANCE
L1	N 00°06'43" E	58.69'
L2	N 89°23'29" E	976.74'
L3	N 39°23'29" E	61.43'
L4	N 27°44'11" W	448.25'
L5	N 06°12'56" W	65.42'
L6	N 27°44'11" W	126.64'

NOTES:

1. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS. ANY GATE ON THE EMERGENCY FIRE ACCESS MUST BE EQUIPPED WITH KNOX DEVICES.
2. ALL SIDEWALKS WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
3. REFER TO DRAINAGE REPORT FOR SPECIFIC DATA.
4. EXISTING ZONING IS A-2. PROPOSED ZONING IS PUD.
5. ALL PROPOSED SANITARY LINES SHALL BE 8-INCH EXCEPT AS NOTED. A PORTION OF THE SEWER SHALL BE A PUBLIC LINE TO SERVE THE UNIVERSITY OF OKLAHOMA PROPERTY AT THE N.E. CORNER.
6. ALL PROPOSED WATERLINES ARE 8-INCH EXCEPT AS NOTED (SUBJECT TO PHASING).
7. PROPOSED STORM SYSTEM WILL BE DETAILED IN PERMIT SUBMITTAL.
8. EASEMENTS SHOWN HEREON BY SPECIFIC RECORDING INFORMATION ARE SHOWN FOR REFERENCE PURPOSED ONLY AND ARE NOT DEDICATED PURSUANT TO THIS FINAL PLAT.
9. UNLESS OTHERWISE NOTED, THE UNIT OF MEASUREMENT FOR ALL DIMENSIONS ON THIS PLAT IS U.S. SURVEY FEET.

WL = WATERLINE
PVT = PRIVATE
SSWR = SANITARY SEWER
STS = STORM SEWER
D/E = DRAINAGE EASEMENT
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
AE = ACCESS EASEMENT

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OWNER/DEVELOPER
LCD ACQUISITIONS, LLC
HEWA RAY MADOLE
3060 PEACHTREE ROAD NW, SUITE 500
ATLANTA, GA 30305

ENGINEER
SMC CONSULTING ENGINEERS
815 E. MAIN ST.
OKLAHOMA CITY, OKLAHOMA 73106

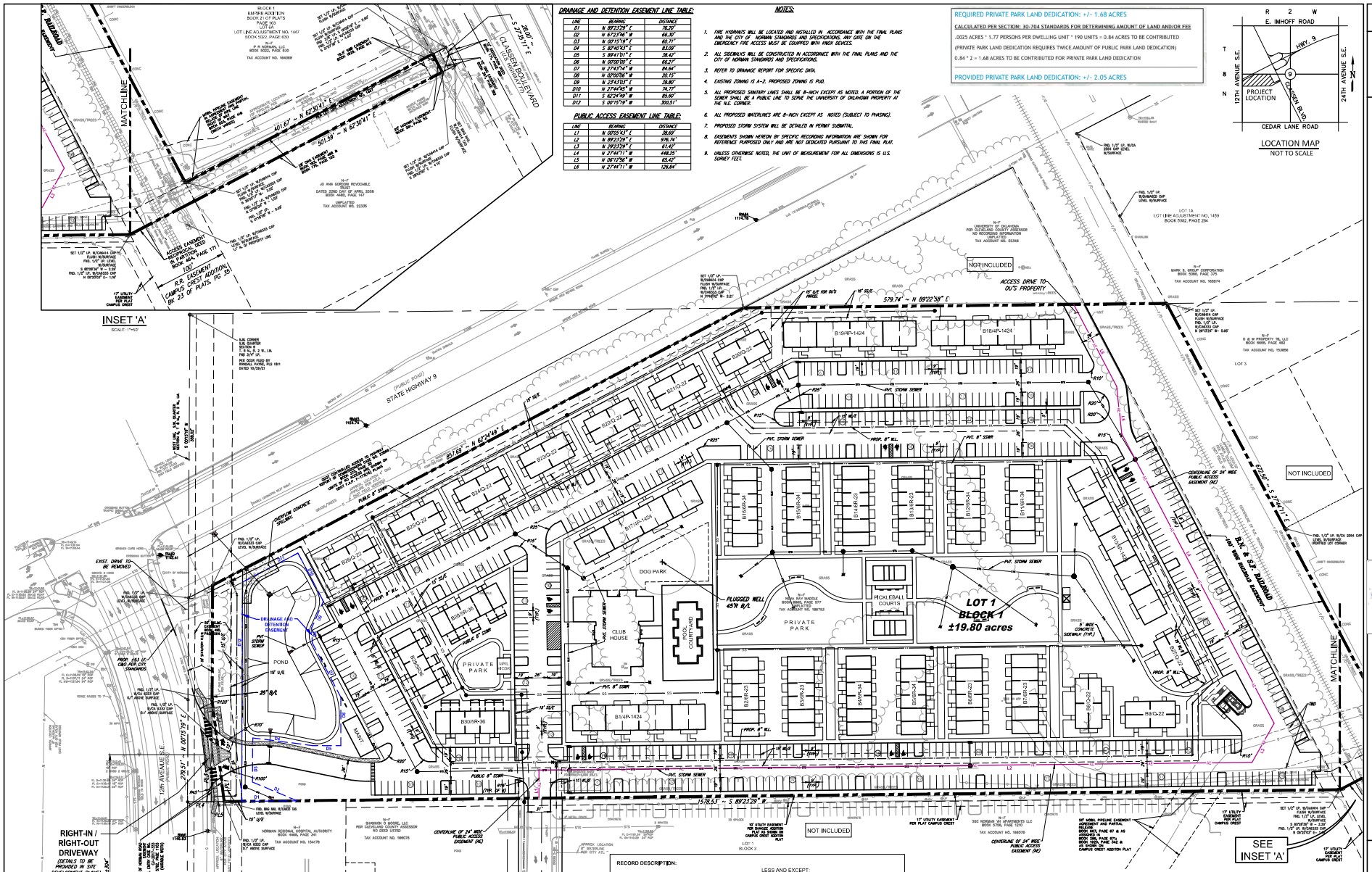
09-28-2026

THE RETREAT AT NORMAN
3060 CLASSEN BLVD.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
815 East Main - Oklahoma City, OK 73105
Ph 405-232-7900 - Fax 405-232-7999
Certificate of Authorization No. CA 4441 (P) thru 06/30/2027

PROJECT NO.:4701.00
DATE:09/28/26
SCALE:1" = 60'
DRAWN BY:
ENGINEER:
P.E. NUMBER:
PRELIMINARY PLAT

24x42



DRAINAGE AND DETENTION EASEMENT LINE TABLE:

LINE	BEARING	DISTANCE
D1	N 89°23'29" E	76.20'
D2	N 67°23'46" W	44.30'
D3	N 00°15'19" E	60.71'
D4	S 82°40'43" E	83.09'
D5	S 89°41'01" E	38.42'
D6	N 00°00'00" E	66.21'
D7	N 27°43'14" W	84.64'
D8	N 02°00'06" W	20.15'
D9	N 23°41'03" E	39.80'
D10	N 27°44'45" W	74.77'
D11	S 62°34'49" W	85.60'
D12	S 00°15'19" E	350.51'

PUBLIC ACCESS EASEMENT LINE TABLE:

LINE	BEARING	DISTANCE
L1	N 00°05'43" E	38.69'
L2	N 89°23'29" E	976.74'
L3	N 29°23'29" E	61.43'
L4	N 27°44'11" W	448.25'
L5	N 06°12'56" W	65.42'
L6	N 27°44'11" W	126.64'

NOTES:

1. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS. ANY GATE ON THE EMERGENCY FIRE ACCESS MUST BE EQUIPPED WITH KNOX DEVICES.
2. ALL SIDEWALKS WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
3. REFER TO DRAINAGE REPORT FOR SPECIFIC DATA.
4. EXISTING ZONING IS A-2, PROPOSED ZONING IS PUD.
5. ALL PROPOSED SANITARY LINES SHALL BE 8-INCH EXCEPT AS NOTED. A PORTION OF THE SEWER SHALL BE A PUBLIC LINE TO SERVE THE UNIVERSITY OF OKLAHOMA PROPERTY AT THE N.E. CORNER.
6. ALL PROPOSED WATERLINES ARE 8-INCH EXCEPT AS NOTED (SUBJECT TO PHASING).
7. PROPOSED STORM SYSTEM WILL BE DETAILED IN PERMIT SUBMITTAL.
8. EASEMENTS SHOWN HEREON BY SPECIFIC RECORDING INFORMATION ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE NOT DEDICATED PURSUANT TO THIS FINAL PLAT.
9. UNLESS OTHERWISE NOTED, THE UNIT OF MEASUREMENT FOR ALL DIMENSIONS IS U.S. SURVEY FEET.

REQUIRED PRIVATE PARK LAND DEDICATION: +/- 1.68 ACRES

CALCULATED PER SECTION: 30-704 STANDARDS FOR DETERMINING AMOUNT OF LAND AND/OR FEE

.0025 ACRES * 1.77 PERSONS PER DWELLING UNIT * 190 UNITS = 0.84 ACRES TO BE CONTRIBUTED

(PRIVATE PARK LAND DEDICATION REQUIRES TWICE AMOUNT OF PUBLIC PARK LAND DEDICATION)

0.84 * 2 = 1.68 ACRES TO BE CONTRIBUTED FOR PRIVATE PARK LAND DEDICATION

PROVIDED PRIVATE PARK LAND DEDICATION: +/- 2.05 ACRES

LOCATION MAP
NOT TO SCALE

RECORD DESCRIPTION:

A tract of land being in the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at a point 1974.79 feet North 00°15'19" East of the southwest corner of the Southwest Quarter (SW/4) of said Section Nine (9);

THENCE North 00°15'19" East a distance of 279.51 feet;

THENCE North 62°24'49" East a distance of 857.69 feet;

THENCE North 89°22'58" East a distance of 579.74 feet;

THENCE South 27°44'11" East a distance of 672.50 feet;

THENCE North 62°30'41" East a distance of 401.67 feet;

THENCE South 27°35'11" East a distance of 28.00 feet;

THENCE South 62°30'41" West a distance of 501.59 feet;

THENCE South 89°23'29" West a distance of 1578.53 feet to the POINT OR PLACE OF BEGINNING, subject to rights-of-way easements as mentioned and described in a RECIPROCAL DEED IN PARTITION recorded in Book 464 of Deeds at Page 171;

LESS AND EXCEPT:

A strip, piece or parcel of land lying in part of the Southwest Quarter (SW/4) of Section Nine (9), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, said parcel of land being described by metes and bounds as follows:

BEGINNING at a point on the east present right of way line of 12th Avenue SE a distance of 527.35 feet South 00°15'03" West of and 33.00 feet South 89°46'57" East of the northwest corner of said Southwest Quarter (SW/4);

THENCE South 06°51'02" East a distance of 57.45 feet;

THENCE South 06°39'12" East a distance of 83.01 feet;

THENCE South 89°21'13" West a distance of 17.00 feet to a point said east present right of way line;

THENCE North 00°13'03" East along said east present right of way line a distance of 139.68 feet to the POINT OF BEGINNING.

Said described tract of land contains a gross area of 872,567 square feet or 20.0314 acres, and a net area, less streets rights of way of 862,511 square feet or 19.8005 acres, more or less.

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STS = STORM SEWER
D/E = DRAINAGE EASEMENT
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
AE = ACCESS EASEMENT

BUILDING SETBACK:
ALONG 12th AVE. S.E. = 25'
SIDE YARD = 5'
REAR YARD = 20'

LANDSCAPE BUFFER:
ALONG PUBLIC STREET = 10'

LANDMARK - NORMAN, OK

BLDG IDENTIFIER	DESCRIPTION	BEDS / UNIT	# BATHS / UNIT	# UNITS / BLDG	# STORIES	# BLDGS	# UNITS	# BEDS	BEDS (% OF TOTAL)
				4PLEX COTTAGES					
G-22	2 STORY - 2 BED, 4 UNITS	2	2.5	4	2	10	40	80	11.9%
				ROW APARTMENTS					
BR-23	2 STORY - 3 BED, 6 UNITS	3	3	6	2	6	36	108	16.0%
BR-34	3 STORY - 4 BED, 6 UNITS	4	4.5	6	3	6	36	144	21.4%
BR-36	3 STORY - 6 BED, 5 UNITS	6	6.5	5	3	3	15	90	13.4%
				STACKED APARTMENTS (ROW OVER FLAT)					
4P-1424	1 STORY - 4 BED, 1 UNIT - 4 POD	4	4	4	1	4	16	64	9.5%
	2 STORY - 4 BED, 2 UNITS - 4 POD	4	8	8	2		32	128	19.0%
5P-1424	1 STORY - 4 BED, 1 UNIT - 5 POD	4	4	5	1	1	5	20	3.0%
	2 STORY - 4 BED, 2 UNITS - 5 POD	4	8	10	2		10	40	5.9%
						TOTAL:	190	674	

BOUNDARY LINE TABLE

LINE	BEARING	DISTANCE
PL1	N 06°39'56" W	83.01'
PL2	N 06°48'46" W	57.45'
PL3	S 00°15'11" W	139.68'
PL4	S 89°21'29" W	17.01'
PL5	S 89°23'29" W	17.00'

PARKING: 674 TOTAL SPACES
PARKING RATIO: 1.0 PER BED
ACCESSIBLE PARKING: 14 SPACES
BIKE PARKING: 34 SPACES

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GRAPHIC SCALE
SCALE: 1" = 50'

SMC CONSULTING ENGINEERS, P.C.
115 N. 3rd St. Suite 100 Norman, OK 73069
Ph: 405-329-7318 Fax: 405-329-7609
CERTIFICATE OF AUTHORIZATION NO. 2007 EXPIRES: JUNE 30, 2027

NO.	BY	DATE	DESCRIPTION
1	MC	08/28/26	PRELIMINARY PLAT

PROJECT NO.: 4701.00
DATE: 08/28/2026
SCALE: AS SHOWN
DRAWN BY:
ENGINEER:
P.L. NUMBER:

THE RETREAT AT NORMAN
3060 CLASSEN BLVD.
NORMAN, OKLAHOMA

09-28-2026

Item 34.

913

CITY OF NORMAN
Development Review Form
Transportation Impacts

DATE: September 16, 2026

CONDUCTED BY: David R. Riesland, P.E.
City Transportation Engineer

PROJECT NAME: The Retreat at Norman
PROJECT TYPE: Residential
Owner: Neva Ray Madole
Developer's Engineer: SMC
Developer's Traffic Engineer: TEC

SURROUNDING ENVIRONMENT (Streets, Developments)
The areas surrounding this site are industrial across 12th Avenue SE and residential to the south of the on the same side of 12th Avenue SE Cedar Lane Road and State Highway 9 are the main east/west roadways. US Highway 77 and 12th Avenue SE are the main north/south roadways.

ALLOWABLE ACCESS:
The access will be in accordance with Section 4018 of the City's Engineering Design Criteria. The proposed access to 12th Avenue SE will be constructed to allow only right-turn entering and right-turn exiting traffic.

EXISTING STREET CHARACTERISTICS (Lanes, Speed Limits, Sight Distance, Medians)
Cedar Lane Road: 4 lanes (existing and future). Speed Limit—40 mph. No sight distance problems. No medians.
State Highway 9: 4 lanes (existing and future). Speed Limit—50 mph. No sight distance problems. Grass median.
12th Avenue SE: 4 lanes (existing and future north of Cedar Lane Road). Speed Limit—50 mph. No sight distance problems. No medians.
US Highway 77: 5 lanes (existing and future). Speed Limit—55 mph. No sight distance problems. No medians.

ACCESS MANAGEMENT CODE COMPLIANCE: **YES** ✓ **NO**

Proposed access for the development complies with what is allowed in the subdivision regulations. The proposed access to 12th Avenue SE will be constructed to allow only right-turn entering and right-turn exiting traffic.

TRIP GENERATION

	Total	In	Out
Weekday	2,676	1,338	1,338
A.M. Peak Hour	108	29	79
P.M. Peak Hour	209	109	100

TRANSPORTATION IMPACT STUDY REQUIRED? **YES** ✓ **NO**

The proposed 190 multi-family residential units containing a total of 674 bedrooms in this addition are expected to generate approximately 2,676 trips per day, 108 AM peak hour trips, and 209 PM peak hour trips. Being well above the minimum threshold for requiring a traffic impact study (100 peak hour trips is the minimum threshold), a traffic study was prepared and submitted by Traffic Engineering Consultants, Inc. Traffic capacities on 12th Avenue SE, Cedar Lane Road, and State Highway 9 exceed the demand for existing and proposed trips because of this development. Although some improvements are recommended, no negative traffic impacts are anticipated. Access is proposed by way of 13th Place as well as a direct connection to 12th Avenue SE. The connection to 12th Avenue SE was shown to be problematic in the traffic study that was submitted. As such, the developer agreed to modify the access approach to 12th Avenue SE to allow only right-turn entering traffic and right-turn exiting traffic.

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 development proposed with this addition was analyzed as part of a traffic impact study revision prepared for the Cedar Lane Addition Preliminary Plat. This study identified traffic impact fees for improvements to the Cedar Lane Road intersection with Classen Boulevard, the 12th Avenue SE intersection with State Highway 9, and for several intersections along Classen Boulevard on either side of Cedar Lane Road. Based upon the trip generation potential of this Addition, the fees to be collected with the filing of the Final Plat are $919.77 (for Cedar Lane Road and Classen Boulevard intersection), $2,739.24 (for the 12th Avenue SE and State Highway 9 intersection), and $5,250 (for various Classen Boulevard intersections) for a total of $8,909.01.

Applicant: LCD Acquisitions, LLC

Project Location: 3060 Classen Blvd

Case Number: PD 26-24

Time: 6:00 P.M.

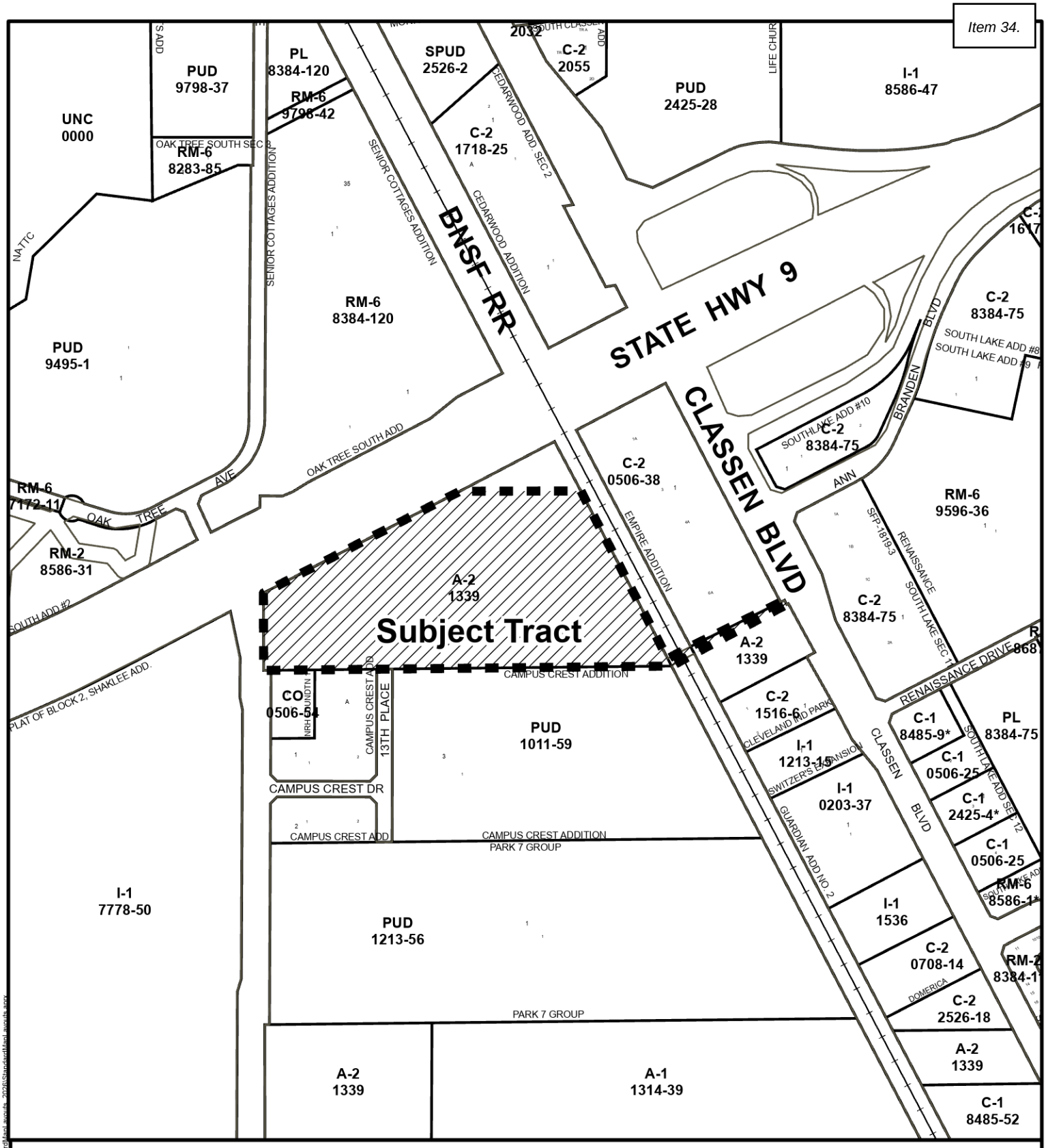
Applicant Representative:
Libby Smith
Sean Rieger
Matthew Welborn

Attendees:
John Proctor
Erica Bird

City Staff:
Logan Gray, Planner II
Beth Muckala, Assistant City Attorney III
Landon Gum, Subdivision Development Coordinator

Application Summary:
LCD Acquisitions requests an amendment to the AIM Norman Comprehensive Land Use Plan, a rezoning from A-2, Rural Agricultural District, to PUD, Planned Unit Development, and a preliminary plat, to allow for a multifamily residential development.

Neighbors' Comments/Concerns/Responses:
One of the neighboring property owners expressed his support for the project.



Location Map

Subject Tract

September 3, 2026

0 250 500 Ft.

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.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/8/2026

REQUESTER: LCD Acquisitions, LLC

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-5: A PRELIMINARY PLAT FOR THE RETREAT AT NORMAN, A PLANNED UNIT DEVELOPMENT. (3060 CLASSEN BLVD; WARD 7)

LOCATION: Located at the southeast corner of State Highway No. 9 and 12th Avenue S.E.

INFORMATION:

1. Owner. Neva Ray Madole
2. Developer. LCD, Acquisitions, LLC
3. Engineer. SMC Consulting Engineers, P.C.

HISTORY:

1. October 21, 1961. City Council adopted Ordinance No. 1318 annexing this property into the Norman Corporate City Limits without rezoning.
2. December 19, 1961. Planning Commission, on a vote of 8-0, recommended to the 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. October 1, 2026. The Norman Board of Commissioners is scheduled to consider the preliminary plat for The Retreat at Norman, a Planned Unit Development. Results of that consideration will be presented separately.

5. October 8,2026. The applicant has made a request to place this property into the PUD, Planned Unit Development District and remove it from A-2, Rural Agricultural District.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans. Their locations will be reviewed by the Fire Department.

2. Permanent Markers. Permanent markers will be installed prior to filing of the final plat.

3. Sanitary Sewers. Sanitary sewer mains will be constructed in accordance with approved plans and City and Environmental Quality Standards.

4. Sidewalks. Sidewalk is existing.

5. Storm Sewers. Stormwater runoff will be conveyed to proposed privately-maintained detention facility.

6. Streets. Twelfth Avenue S.E. is existing.

7. Water Mains. Water mains will be installed in accordance with approved plans and City and Department of Environmental Quality standards. There is an existing 12-inch (12") water main adjacent to 12th Avenue SE.

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, preliminary plat and preliminary site development plan are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: The property consists of 19.8 acres and one lot. The proposal is an apartment project. There is an existing plugged well on the property and the required setback has been placed around the well. There is a parcel of property located in the northeast corner that is not under this ownership and not part of this preliminary plat. Cross access to the property has been provided including public sanitary sewer and water improvements. The property is shown to be owned by the University of Oklahoma. There is a panhandle piece of property that extends across the railroad tracks to Classen Boulevard. The developer has no plans to utilize the railroad crossing due to the cost of bringing it up to the required BNSF

standards. Staff recommends approval of the preliminary plat for The Retreat at Norman, a Planned Unit Development.

ACTION NEEDED: Recommend approval or disapproval of the preliminary plat for The Retreat at Norman, a Planned Unit Development to City Council.

ACTION TAKEN: _____

File Attachments for Item:

35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-15 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 2-318, 2-319, AND 2-320 OF THE NORMAN CITY CODE TO INCREASE THE NUMBER OF MEMBERS APPOINTED TO THE ECONOMIC DEVELOPMENT ADVISORY BOARD, ENSURING WARD-SPECIFIC REPRESENTATION, EXPANDING SPECIFIED EXPERTISE FOR A MAJORITY OF THE MEMBERS, AND ADDING TO THE DUTIES AND POWERS OF THE BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: City Council

PRESENTER: Kathryn Walker, Deputy City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-15 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 2-318, 2-319, AND 2-320 OF THE NORMAN CITY CODE TO INCREASE THE NUMBER OF MEMBERS APPOINTED TO THE ECONOMIC DEVELOPMENT ADVISORY BOARD, ENSURING WARD-SPECIFIC REPRESENTATION, EXPANDING SPECIFIED EXPERTISE FOR A MAJORITY OF THE MEMBERS, AND ADDING TO THE DUTIES AND POWERS OF THE BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

The City Council Business and Community Affairs Committee recently discussed possible changes to the Economic Development Advisory Board ("EDAB"). Changes in composition were discussed to increase membership and ensure ward representation, while maintaining existing expertise requirements for a majority of the membership. City Council further discussed such changes at its Conference on October 27, 2026, and directed the ordinance move forward with some minor modifications.

DISCUSSION:

In order to achieve the goal of ensuring each ward is represented, while also allowing current members to serve out the remainder of their terms, Ordinance O-2627-15 increases the membership of EDAB temporarily from 7 to 11 and requires members be appointed from each Ward, as well as one at-large member. In order to qualify for a ward specific appointment, the appointee must be either a resident of the ward, or the owner or manager of a business located in the ward. If a qualified candidate from an unrepresented ward is not identified within 45 days of the vacancy on the Board, the Mayor may appoint another qualified candidate from outside of the ward to fill the vacancy. On August 13, 2027, three terms will expire and the total number of members on the Board will be reduced automatically from 11 to 9. Seven of the members must have expertise in economics, business, finance, law, policy analysis, community development, small business ownership or other relevant experience.

Other changes to the ordinance include the addition of the review and recommendation of Economic and Risk analyses related to proposed TIF projects, and updating the reference to the Norman Economic Development Coalition to the Cleveland County Economic Development Coalition to accurately identify the ex-officio representative.

RECOMMENDATION:

Staff recommends adoption of Ordinance O-2627-15 on Second and Final Reading.

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 2-318, 2-319 AND 2-320 OF THE NORMAN CITY CODE TO INCREASE THE NUMBER OF MEMBERS APPOINTED TO THE ECONOMIC DEVELOPMENT ADVISORY BOARD, ENSURING WARD-SPECIFIC REPRESENTATION, EXPANDING SPECIFIED EXPERTISE FOR A MAJORITY OF THE MEMBERS, AND ADDING TO THE DUTIES AND POWERS OF THE BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

§ 1. WHEREAS, the Economic Development Advisory Board was created in 2013 to advise the City Council on matters related to economic development policies, opportunities, and requests for City-funded incentives of private businesses, as well as other economic development items that may be requested by City Council; and

§ 2. WHEREAS, City Council has recently discussed various economic development policies and proposals and desires to amend the composition of the Economic Development Advisory Board to ensure there is representation from each ward in the City, while also maintaining expertise on the Committee.

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

§ 3. That, Section 2-318 of the Code of the City of Norman, Oklahoma be amended to read as follows:

2-318 Created; Composition of Membership

(a) Composition. There is hereby created the Economic Development Advisory Board of the City of Norman, Oklahoma. Such Economic Development Advisory Board shall be composed of eleven (11) members, at least seven (7) of whom possess suitable and appropriate knowledge and/or experience in the areas of economics, business, finance, law, policy analysis, community development, small business ownership, or other relevant experience. Effective August 14, 2027, membership of the Economic Development Advisory Board shall be reduced to nine (9) total members.

(b) Ward Representation. Of the total membership, at least one resident shall be appointed representing each of the City's eight wards, either by residency or by ownership or management of a business located within the ward. If a qualified candidate for a specific ward is not identified within forty-five days of a seat becoming vacant, the Mayor may nominate a qualified candidate from another ward.

(c) In addition to the members set forth in (a) above, the Executive Director of the Cleveland County Economic Development Coalition or his or her designee shall

serve on the Economic Development Advisory Board in a non-voting ex-officio capacity.

§ 4. That, Section 2-319 of the Code of the City of Norman, Oklahoma be amended to read as follows:

2-319 Quorum and Operation

(a) *Quorum.* At any meeting of the Economic Development Advisory Board, a quorum shall consist of a majority of the members appointed under NCC 2-318(a). No action shall be taken in the absence of a quorum.

(b) *Meeting.* The Economic Development Advisory Board shall meet as needed in the furtherance of its duties set forth herein.

(c) *Board officers.* The Economic Development Advisory Board shall elect one member to be its Chairperson, and one member to be its Vice-Chairperson.

§ 5. That Section 2-320 of the Code of the City of Norman, Oklahoma be added to read as follows:

Sec. 2-320 Duties and Powers of the Board

(a) The Economic Development Advisory Board shall generally act in an advisory capacity to City Council with regards to economic development policies, opportunities, and requests for City-funded incentives of private businesses and shall investigate other economic development related items as requested by City Council.

(b) The Economic Development Advisory Board shall specifically:

(1) Make recommendations to City Council regarding proposed economic development policies and programs;

(2) Make recommendations to City Council regarding requests for City-funded incentives for private businesses as proposed by the Norman Economic Development Coalition;

(3) Aid City Council in developing strategies and plans for promoting economic development in the City of Norman;

(4) Investigate and report on economic development issues as assigned by the City Council;

(5) Serve as a forum for economic development policy discussion and education;

(6) Assist in identifying assets, resources, and incentives appropriate for furthering economic development within the City of Norman; and

(7) Review the Economic and Risk Analysis associated with proposed TIF projects and make a recommendation thereon as required by Section 12-704 of the Code.

§ 6. Implementation and Transition Plan. To ensure continuity, the transition from the current board structure to the ward-specific structure shall be phased in as current member terms naturally expire, according to the following schedule:

(a) Retention of Incumbents. All current members of the Economic Development Advisory Board serving as of the effective date of this Ordinance shall be permitted to serve out the remainder of their unexpired terms.

(b) Vacancies/ Term Expiration. Upon the effective date of this Ordinance, the Mayor, with the consent of Council, shall appoint four additional members who reside in wards not currently represented on the Board. Thereafter, vacancies shall be filled in a manner so as to ensure each ward is represented on the Board, with one member serving in an at-large capacity.

§ 7. 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.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA THIS ___ DAY OF NOVEMBER, 2026.

THE CITY OF NORMAN, OKLAHOMA

ATTEST:

_____
Mayor

_____
City Clerk

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTIONS 2-318, 2-319 AND 2-320 OF THE NORMAN CITY CODE TO INCREASE THE NUMBER OF MEMBERS APPOINTED TO THE ECONOMIC DEVELOPMENT ADVISORY BOARD, ENSURING WARD-SPECIFIC REPRESENTATION, EXPANDING SPECIFIED EXPERTISE FOR A MAJORITY OF THE MEMBERS, AND ADDING TO THE DUTIES AND POWERS OF THE BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

§ 1. WHEREAS, the Economic Development Advisory Board was created in 2013 to advise the City Council on matters related to economic development policies, opportunities, and requests for City-funded incentives of private businesses, as well as other economic development items that may be requested by City Council; and

§ 2. WHEREAS, City Council has recently discussed various economic development policies and proposals and desires to amend the composition of the Economic Development Advisory Board to ensure there is representation from each ward in the City, while also maintaining expertise on the Committee.

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

§ 3. That, Section 2-318 of the Code of the City of Norman, Oklahoma be amended to read as follows:

2-318 Created; Composition of Membership

(a) Composition. There is hereby created the Economic Development Advisory Board of the City of Norman, Oklahoma. Such Economic Development Advisory Board shall be composed of ~~seven~~eleven (~~7~~11) members, at least ~~four~~seven (4~~7~~) of whom possess suitable and appropriate knowledge and/or experience in the areas of economics, business, finance, law, policy analysis, ~~and~~ community development, small business ownership, or other relevant experience. Effective August 14, 2027, membership of the Economic Development Advisory Board shall be reduced to nine (9) total members.

(b) Ward Representation. Of the total membership, at least one resident shall be appointed representing each of the City's eight wards, either by residency or by ownership or management of a business located within the ward. If a qualified candidate for a specific ward is not identified within forty-five days of a seat becoming vacant, the Mayor may nominate a qualified candidate from another ward.

(c) In addition to the members set forth in (a) above, the Executive Director of the ~~City~~Cleveland County Economic Development Coalition or his or her designee

shall serve on the Economic Development Advisory Board in a non-voting ex-officio capacity.

§ 4. That, Section 2-319 of the Code of the City of Norman, Oklahoma be amended to read as follows:

2-319 Quorum and Operation

(a) *Quorum.* At any meeting of the Economic Development Advisory Board, a quorum shall consist of ~~four(4)~~a majority of the members appointed under NCC 2-318(a). No action shall be taken in the absence of a quorum.

(b) *Meeting.* The Economic Development Advisory Board shall meet as needed in the furtherance of its duties set forth herein.

(c) *Board officers.* The Economic Development Advisory Board shall elect one member to be its Chairperson, and one member to be its Vice-Chairperson.

§ 5. That Section 2-320 of the Code of the City of Norman, Oklahoma be added to read as follows:

Sec. 2-320 Duties and Powers of the Board

(a) The Economic Development Advisory Board shall generally act in an advisory capacity to City Council with regards to economic development policies, opportunities, and requests for City-funded incentives of private businesses and shall investigate other economic development related items as requested by City Council.

(b) The Economic Development Advisory Board shall specifically:

(1) Make recommendations to City Council regarding proposed economic development policies and programs;

(2) Make recommendations to City Council regarding requests for City-funded incentives for private businesses as proposed by the Norman Economic Development Coalition;

(3) Aid City Council in developing strategies and plans for promoting economic development in the City of Norman;

(4) Investigate and report on economic development issues as assigned by the City Council;

(5) Serve as a forum for economic development policy discussion and education; ~~and~~

(6) Assist in identifying assets, resources, and incentives appropriate for furthering economic development within the City of Norman~~.~~; and

(7) Review the Economic and Risk Analysis associated with proposed TIF projects and make a recommendation thereon as required by Section 12-704 of the Code.

§ 6. Implementation and Transition Plan. To ensure continuity, the transition from the current board structure to the ward-specific structure shall be phased in as current member terms naturally expire, according to the following schedule:

(a) Retention of Incumbents. All current members of the Economic Development Advisory Board serving as of the effective date of this Ordinance shall be permitted to serve out the remainder of their unexpired terms.

(b) Vacancies/ Term Expiration. Upon the effective date of this Ordinance, the Mayor, with the consent of Council, shall appoint four additional members who reside in wards not currently represented on the Board. Thereafter, vacancies shall be filled in a manner so as to ensure each ward is represented on the Board, with one member serving in an at-large capacity.

§ 7. 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.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA THIS ___ DAY OF NOVEMBER, 2026.

THE CITY OF NORMAN, OKLAHOMA

ATTEST:

_____
Mayor

_____
City Clerk

File Attachments for Item:

36. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-70: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REAFFIRMING ITS COMMITMENT IN BUILDING AN INCLUSIVE COMMUNITY BY ENSURING ALL RESIDENTS, TO INCLUDE THE IMMIGRANT COMMUNITY, ARE TREATED BY THE CITY WITH RESPECT AND DIGNITY, ARE PROVIDED EQUAL ACCESS TO PUBLIC INFORMATION AND RESOURCES, ARE TREATED JUSTLY THROUGH DUE PROCESS AND BY REAFFIRMING THE RIGHT OF THE PEOPLE TO PEACEABLY ASSEMBLE, AND TO PETITION THE GOVERNMENT FOR A REDRESS OF GRIEVANCES AS GUARANTEED BY THE FIRST AMENDMENT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: City Council

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-70: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REAFFIRMING ITS COMMITMENT IN BUILDING AN INCLUSIVE COMMUNITY BY ENSURING ALL RESIDENTS, TO INCLUDE THE IMMIGRANT COMMUNITY, ARE TREATED BY THE CITY WITH RESPECT AND DIGNITY, ARE PROVIDED EQUAL ACCESS TO PUBLIC INFORMATION AND RESOURCES, ARE TREATED JUSTLY THROUGH DUE PROCESS AND BY REAFFIRMING THE RIGHT OF THE PEOPLE TO PEACEABLY ASSEMBLE, AND TO PETITION THE GOVERNMENT FOR A REDRESS OF GRIEVANCES AS GUARANTEED BY THE FIRST AMENDMENT.

BACKGROUND:

The proposed resolution reaffirms the City of Norman's longstanding commitment to promoting an inclusive community and ensuring that all residents, including members of the immigrant community, are treated with dignity and respect.

The resolution builds upon previously adopted City ordinances and resolutions addressing nondiscrimination, civil rights, accessibility, and inclusion. It also recognizes the economic and social contributions of immigrants to Oklahoma and the Norman community.

DISCUSSION:

The resolution reaffirms the City's commitment to equal treatment, due process, and the constitutional rights of peaceful assembly and petitioning the government. It also directs the City to provide information on its website regarding resources available to immigrant residents and businesses, including educational opportunities, civil-rights protections, governmental and nonprofit services, business resources, and procedures for obtaining police assistance and reporting crimes.

The resolution does not amend existing ordinances or establish new immigration-enforcement policies. Rather, it reaffirms existing City commitments and identifies additional information to be made available to the public.

RECOMMENDATION:

Staff recommends adoption of Resolution R-2627-70.

Resolution

R-2627-70

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REAFFIRMING ITS COMMITMENT IN BUILDING AN INCLUSIVE COMMUNITY BY ENSURING ALL RESIDENTS, TO INCLUDE THE IMMIGRANT COMMUNITY, ARE TREATED BY THE CITY WITH RESPECT AND DIGNITY, ARE PROVIDED EQUAL ACCESS TO PUBLIC INFORMATION AND RESOURCES, ARE TREATED JUSTLY THROUGH DUE PROCESS AND BY REAFFIRMING THE RIGHT OF THE PEOPLE TO PEACEABLY ASSEMBLE, AND TO PETITION THE GOVERNMENT FOR A REDRESS OF GRIEVANCES AS GUARANTEED BY THE FIRST AMENDMENT

§ 1. WHEREAS, on August 19, 1986, the City of Norman adopted Ordinance O-8687-2 prohibiting discrimination against citizens based on race, color, religion, ancestry, sex, national origin, age, place of birth, handicap, or familial status; and

§ 2. WHEREAS, on July 22, 2008, the City of Norman adopted Resolution R-0809-12 joining the National League of Cities' Partnership for Working toward Inclusive Communities and affirming inclusion as a fundamental aspect of the community; and

§ 3. WHEREAS, on May 28, 2019, the City of Norman adopted Resolution R-1819-114, an Accessibility and Inclusion Statement confirming the City's recognition of its responsibilities to provide equal access to employment; effective communication; and programs, activities and services provided by the City, as well as publishing the City's anti-discrimination and anti-retaliation policy; and

§ 4. WHEREAS, as reflected and codified in Section 8-102 of the Code of the City of Norman, as updated in 2019:

It is the policy of the City that the protection of civil rights is a matter of local concern and that in order to ensure public safety, public health, and the general welfare of all citizens of this community, no individual shall be denied equal protection of the laws, nor shall an individual be denied the enjoyment of his civil rights or be discriminated against because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

§ 5. WHEREAS, the Immigration and Nationality Act prohibits employers (when hiring, discharging, or recruiting or referring for a fee) from discriminating because of national origin against U.S. citizens, U.S. nationals, and authorized aliens or discriminating because of citizenship status against U.S. citizens, U.S. nationals, and the following classes of aliens with work authorization: permanent residents, temporary residents (that is, individuals who have gone through the legalization program), refugees, and asylees; and

§ 6. WHEREAS, we recognize that our nation was built on voluntary and forced immigrant labor and that today, diversity is the core of our nation's strength; and

§ 7. WHEREAS immigration patterns and needs are formed by global poverty, food insecurity, climate crises, conflicts that produce refugees and asylum seekers, and student and professional opportunities; and

§ 8. WHEREAS, The American Immigration Council's 2023 Impact Analysis determined through Metro area data, County data, Congressional District data, State and National data that Oklahoma has a sizable immigrant population of which 6.1 percent of the State's residents are foreign-born, and 4.0 percent of its U.S.-born residents live with at least one immigrant parent; and

§ 9. WHEREAS, Immigrants make up 8.1 percent of Oklahoma's labor force and support the State's economy and account for 10.8 percent of Entrepreneurs, 10.2 percent of STEM Workers, and 19.5 percent of the Construction Workforce in the State; and

§ 10. WHEREAS, Oklahoma Immigrant households generate $9.2 B, pay $2.3B in taxes, with a Federal contribution of $1.4B and State and Local contributions of $849M, and that Oklahoma-based Foreign-born, contributions to Social Security are $893.3M, and Oklahoma-based, Foreign-born contributions to Medicare are $243.8M; and

§ 11. WHEREAS, Oklahoman Immigrant entrepreneurs account for 21,100 business, and generate a total business income of $682.5M; and

§ 12. WHEREAS, Oklahoman Undocumented immigrants contribute $561.8M in total taxes paid with a Federal contribution of $345.3M and State & Local contributions of $216.5M; and

§ 13. WHEREAS, Oklahoman Refugees contribute $201.4M in total taxes paid with a Federal contribution of $127.5M and State and Local contributions of $73.9M; and

§ 14. WHEREAS, International Students at Oklahoma's colleges and universities account for 7,772 individuals with the economic contribution of international students being $238M, and the number of Oklahoman jobs are supported by international students being 1,631; and

§ 15. WHEREAS, Research has found that increases in the number of international students at American universities boost innovation and patent creation; and

§ 16. WHEREAS; As neighbors, business owners, taxpayers, and workers, immigrants are an integral part of Oklahoma's diverse and thriving communities and make extensive contributions that benefit all.

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

§ 17. That, the City will provide information on its website regarding resources available to immigrant residents and businesses, including:

1. contact information for local or regional consulates;

2. literacy, English-language, and other educational resources;

3. information regarding civil-rights protections, available governmental and nonprofit resources, and the process for submitting complaints to the Norman Human Rights Commission;

4. centralized information regarding City building permits, other permits and licenses, and available business and tax-filing resources;

5. accurate information regarding City policies and, when appropriate, clarification of inaccurate public information concerning City or Norman Police Department participation in reported federal immigration-enforcement activity; and

6. information regarding how all persons, regardless of immigration status, may report crimes to the Norman Police Department and obtain police assistance, consistent with applicable law and Department policy.

§ 18. That, the City remains committed to protecting all people from discrimination and targeting through investigation of crimes and enforcement and are afforded all their rights under due process; and

§ 19. That, in regards to the displacement and distress being experienced by our immigrant communities and by extension their families, friends, and employers the City reaffirms the right of the people to peaceably assemble, and to petition the government for a redress of grievances as guaranteed under the First Amendment

Adopted this 24th day of November, 2026 by the Council of the City of Norman, Oklahoma.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

37. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/24/2026

REQUESTER: Rickey J. Knighton II

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BACKGROUND

The proposed ordinance establishes reasonable regulations governing camping and encampments on City-owned public property while ensuring that public sidewalks, trails, rights-of-way, parks, easements, and other public facilities remain safe, accessible, and available for their intended public use.

The City has experienced situations in which unauthorized encampments and the accumulation of personal property on public property have interfered with pedestrian access, impeded accessibility for individuals with disabilities, created sanitation concerns, increased fire risks, damaged public infrastructure, and limited the public's ability to use parks, sidewalks, and trails. The ordinance is intended to address these concerns through content-neutral regulations that apply to all persons regardless of housing status.

DISCUSSION

The proposed ordinance prohibits camping and the establishment of campsites on public property except in connection with City-sponsored or City-approved events. It also prohibits storing personal property in a manner that constitutes a campsite or interferes with the intended public use of public property.

In addition, the ordinance prohibits substantial obstruction of sidewalks, trails, public entrances, easements, and ADA-accessible routes. A violation occurs only when a reasonable path of travel

is obstructed or access is materially impaired, thereby focusing enforcement on conduct that interferes with public access rather than incidental or temporary use of public spaces.

The ordinance includes several important exceptions. It does not apply to permitted events, City-approved recreational activities, emergency response activities, persons experiencing medical emergencies, or conduct protected by federal or state law, including lawful expressive activity.

Recognizing that enforcement often involves individuals experiencing homelessness or other hardships, the ordinance encourages a measured enforcement approach. When reasonably practicable and consistent with public safety, the City should provide notice before removing a campsite and allow individuals an opportunity to voluntarily remove personal property. The ordinance further authorizes coordination with shelters, outreach organizations, and service providers to connect individuals cited for violating the ordinance with available assistance. Immediate action remains authorized where necessary to address imminent threats to public health or safety.

Enforcement options are flexible and include warnings, notices of violation, citations, or other lawful enforcement actions. The ordinance also authorizes the removal of unauthorized campsites and associated debris in accordance with applicable law and City policy.

An emergency clause has been added to the ordinance. If Council desires to enact the ordinance by emergency, it can be done by separate vote on the emergency clause. The affirmative votes of 6 Councilmembers are required to adopt the emergency clause.

During the October 20, 2026, City Council Special Meeting, Staff was directed to postpone this Ordinance to November 24, 2026, Regular City Council Meeting. This postponement would allow the Police Department time to establish an enforcement policy.

UPDATED RECOMMENDATION

After further discussion, Staff proposes some changes to the ordinance prior to enactment. When the City Code of Ordinances was recodified in 2023, penalty ranges for criminal violations were moved to Appendix B, City of Norman Penalty and Fine Schedule (the “Penalty Schedule”). Without a change to the Penalty Schedule, the penalty for violating the proposed ordinance as written would default to $50-$750 per offense. If Council would like the penalty range to include jail time, amendments not contemplated by the title of the Ordinance need to be made.

The purpose of providing a First Reading of proposed ordinances is to provide notice that an ordinance is being considered by Council. The title of the ordinance should provide adequate notice of what sections of the Code are proposed to be changed. In this case, the title of the ordinance did not include a proposal to amend the Penalty Schedule or otherwise provide for a specify penalty. Because of the potential issues correcting this would raise with notice on First Reading, Staff proposes the following steps:

1. Council move to postpone Ordinance O-2627-7 indefinitely, effective killing the ordinance in its current form.
2. Staff will put an amended ordinance of Council’s December 8, 2026 agenda for Council consideration.

ORDINANCE NO. O-2627-7

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

§ 1. **WHEREAS**, Public parks, sidewalks, trails, easements, rights-of-way, and other public properties are intended for the use and enjoyment of all members of the public.

§ 2. **WHEREAS**, encampments and camping activities on public property may create conditions that interfere with public access, impede compliance with the Americans with Disabilities Act, increase fire hazards, contribute to the accumulation of trash and human waste, damage public property, and create health and safety concerns.

§ 3. **WHEREAS**, the City has a substantial governmental interest in maintaining public property in a safe, clean, accessible, and sanitary condition for all residents and visitors.

§ 4. **WHEREAS**, the City further finds that public sidewalks, trails, entrances, and access routes must remain open and reasonably accessible to pedestrians, including persons with disabilities.

§ 5. **WHEREAS**, the purpose of this ordinance is to protect public health, safety, welfare, accessibility, and the intended public use of public property while encouraging individuals in need of assistance to access available shelter and support services.

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

§ 6. That the Norman City Code be amended by adding thereto a new section to Article 24-V OFFENSES AGAINST PROPERTY, "§ 24-510" titled "Camping on Public Property" to read as follows:

24-510 Camping on Public Property

(a) For purposes of this section:

(1) "Camp" or "Camping" means residing or dwelling temporarily in a place with shelter, bedding, sleeping equipment, personal property, or other

materials indicating an intent to remain overnight or for an extended period.

(2) "Campsite" means any location where camping occurs or where bedding, sleeping bags, tents, tarps, temporary structures, personal belongings, cooking equipment, or similar items are arranged or stored in a manner reasonably indicating an intent to camp.

(3) "Public Property" means any property owned, leased, controlled, or maintained by the City, including parks, trails, sidewalks, rights-of-way, easements, medians, public facilities, and vacant municipal property.

(b) Camping

(1) No person shall camp or maintain a campsite on public property except in connection with a city-sponsored or city-approved special event.

(2) No person shall store personal property on public property in a manner that constitutes a campsite or that interferes with the intended public use of the property.

(c) Obstruction of Public Access

(1) No person shall sit, lie, sleep, place personal property, or otherwise obstruct a public sidewalk, trail, public entrance, easement, or ADA-accessible route in a manner that substantially interferes with pedestrian passage.

(2) A violation occurs only when a reasonable path of travel is obstructed or access is materially impaired.

(d) Exceptions

This ordinance shall not apply to:

(1) Permitted events authorized by the City;

(2) City-approved recreational or community activities;

(3) Emergency response activities undertaken by law enforcement, fire, and emergency medical personnel, including mutual aid responders acting in their official capacities;

(4) Persons experiencing a medical emergency; and

(5) Conduct expressly protected by federal or state law, including lawful expressive activity that does not otherwise violate this ordinance.

(e) Notice and Outreach

(1) Prior to removal of a campsite, the City should, when reasonably practicable and consistent with public safety, provide notice and an opportunity to voluntarily remove personal property.

(2) The City shall coordinate with service providers, shelters, outreach organizations, and other agencies to offer available assistance to individuals affected by enforcement activities.

(3) Nothing herein shall prevent immediate action where necessary to address an imminent threat to public health or safety.

(f) Enforcement

(1) Any person violating this ordinance may be issued a warning, notice of violation, citation, or other lawful enforcement action.

(2) The City may remove unauthorized campsites and associated debris from public property in accordance with applicable law and City policy.

§ 7. **SEVERABILITY CLAUSE**. If any section, subsection, sentence, clause, phrase, portion of this ordinance is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such finding shall not affect the validity of the remaining portions thereof.

§ 8. **EMERGENCY.** An emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare by reason whereof this Ordinance shall take effect immediately upon its adoption and publication.

§ 9. **REPEAL OF CONFLICTING ORDINANCES**. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk