

CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, June 09, 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-2526-49; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING HIGH SCHOOL STATE CHAMPIONS IN NORMAN PUBLIC SCHOOLS.

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PROCLAMATION P-2526-51; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING THE NORMAN PUBLIC SCHOOLS FINE ARTS PROGRAM.
3. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-47: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, JUNE 19, 2026, AS JUNETEENTH DAY IN THE CITY OF NORMAN.
4. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-48: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF JUNE, 2026, AS LGBTQ+ PRIDE MONTH IN THE CITY OF NORMAN.
5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-50: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING JUNE 22, 2026, THROUGH JUNE 28, 2026, AS POLLINATOR WEEK 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 6 through Item 19 be placed on the consent docket.

First Reading Ordinance

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-48 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-49 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)
8. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-69 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADJUSTING THE SALARY OF PRESIDING AND ASSOCIATE JUDGES OF THE MUNICIPAL CRIMINAL COURT AS PROVIDED BY ARTICLE VII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND AMENDING SECTION 22-208(C) OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN ADJUSTING THE SALARY OF THE ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT; AND SECTION 22-102(B) ADJUSTING THE FEE FOR COURT-APPOINTED COUNSEL; AND PROVIDING FOR THE SEVERABILITY THEREOF.
9. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-70 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF REZONING OR ADMINISTRATIVE REQUESTS, APPROVALS AND PERMITS, INCLUDING BUILDING PERMITS, THAT WOULD ALLOW CONSTRUCTION ON, EXPANSION OF, OR USE OF PROPERTY FOR A DATA CENTER LOCATED IN THE CITY OF NORMAN; PROVIDING FOR AN APPEAL PROCESS; PROVIDING FOR EFFECTIVE AND EXPIRATION DATES; PROVIDING FOR THE SEVERABILITY; AND DECLARING AN EMERGENCY.

Appointments

10. SUBMISSION OF THE PROPOSED NOMINATIONS FOR REAPPOINTMENT OF DREW NICHOLS AS PRESIDING JUDGE, GAIL BLAYLOCK AND BLAINE NICE AS ASSOCIATE JUDGES, AND DAVID POARCH AS ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT EACH FOR A TERM BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2028.

Reports/Communications

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

Reports/Communications

12. 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.

Permits

13. SUBMISSION AND ACKNOWLEDGEMENT OF RECEIPT OF OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY CONSTRUCTION PERMIT SL000014251108 FOR CONSTRUCTION OF BISHOP CREEK EMERGENCY SANITARY SEWER REPAIR (WARD 7)

Final Plat

14. CONSIDERATION OF AWARDDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2526-15: FINAL PLAT AND FINAL SITE DEVELOPMENT PLAN FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, (GENERALLY LOCATED 1500-FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD). (WARD 1)

Contracts

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2324-66: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC. INCREASING THE CONTRACT BY \$223,240.60 FOR A REVISED CONTRACT AMOUNT OF \$3,613,310.68 FOR NORMAN WATER RECLAMATION FACILITY (WRF) DEWATERING IMPROVEMENTS PROJECT (WARD 6)
16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-174 AND A GRANT IN THE AMOUNT OF \$1,095.00 FROM PETCO LOVE TO BE USED BY THE ANIMAL WELFARE DIVISION OF THE POLICE DEPARTMENT AS A STIPEND FOR ADMINISTERING 365 VACCINES TO OWNED PETS AT NO COST TO RESIDENTS; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.
17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-176: BY AND BETWEEN THE CITY OF NORMAN AND L.E. MARSHALL CONSULTING, L.L.C., FOR A COMPREHENSIVE UPDATE OF THE CURRENT EMERGENCY OPERATIONS PLAN ("EOP") FOR THE CITY OF NORMAN.

Resolutions

- 18. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-148:** A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING FUNDS IN THE AMOUNT OF \$12,380.13, FROM THE GENERAL FUND, REFUNDS AND REIMBURSEMENTS ACCOUNT TO THE PORTER & ALAMEDA AVENUE INTERSECTION REPAIR PROJECT.
- 19. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-150:** REQUESTING FEDERAL RAILROAD ADMINISTRATION CONSOLIDATED RAIL INFRASTRUCTURE AND SAFETY IMPROVEMENTS (CRISI) FUNDING FOR THE DESIGN OF A GRADE SEPARATION ON TECUMSEH ROAD AT THE BNSF RAILROAD CROSSING.

NON-CONSENT ITEMS

Second Reading Ordinance

- 20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-58 UPON SECOND AND FINAL READING:** AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)
- 21. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-59 UPON SECOND AND FINAL READING:** AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)

Preliminary Plats

22. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-17: PRELIMINARY PLAT FOR DOLESE NORTH, GENERALLY LOCATED 1,800 FEET NORTH OF ROCK CREEK ROAD ON THE EAST SIDE OF FLOOD AVENUE (WARD 8).

Contracts

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-175: AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN SOONER FASHION MALL, L.L.C., AND THE CITY OF NORMAN, OKLAHOMA, PROVIDING FOR THE REBATE OF CERTAIN SALES TAX REVENUES AS REIMBURSEMENT FOR CERTAIN PROPERTY COSTS EXPENDED BY SOONER FASHION MALL OVER A FIVE-YEAR PERIOD. (Ward 3)

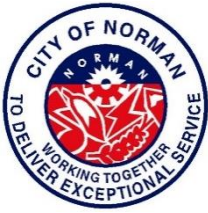
MISCELLANEOUS COMMENTS

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 P-2526-49; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING HIGH SCHOOL STATE CHAMPIONS IN NORMAN PUBLIC SCHOOLS.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PROCLAMATION P-2526-49; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING HIGH SCHOOL STATE CHAMPIONS IN NORMAN PUBLIC SCHOOLS.

P-2526-49

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING HIGH SCHOOL STATE CHAMPIONS IN NORMAN PUBLIC SCHOOLS.

- § 1. WHEREAS, the City of Norman is proud to be home to outstanding students whose dedication, discipline, and perseverance exemplify the very best of our community; and
- § 2. WHEREAS, throughout the 2025-2026 academic year, student-athletes and academic competitors from Norman Public Schools, including Norman High School and Norman North High School, have demonstrated excellence at the highest levels of competition across the State of Oklahoma; and
- § 3. WHEREAS, we also recognize and celebrate all high school-aged students who call Norman home and who have achieved excellence in academics, athletics, and extracurricular activities this year, representing our community with pride in schools and programs across the region; and
- § 4. WHEREAS, these champions and high-achieving students have committed countless hours to training, studying, practicing, and preparing, supported by coaches, teachers, administrators, families, and teammates, showing that success is built through teamwork, resilience, and a relentless pursuit of excellence; and
- § 5. WHEREAS, their achievements bring honor and recognition not only to their respective schools, but to the entire Norman community, serving as an inspiration to future generations of students; and
- § 6. WHEREAS, these accomplishments reflect the strength of our public schools, the commitment to both academics and athletics, and the shared belief that our young people can achieve extraordinary things when given opportunity and support.

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

- § 7. Do hereby recognize and celebrate all 2025-2026 Athletic and Academic State Champions from Norman Public Schools, and further commend all Norman students who have excelled this school year, for their exceptional achievements, leadership, and representation of our community. I encourage all residents of Norman to join me in congratulating these remarkable students and in continuing to support the programs that help them succeed.

PASSED AND APPROVED this 9th day of June, 2026.

Stephen Tyler Holman, Mayor

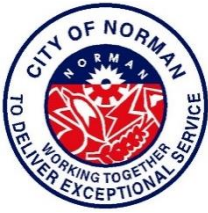
ATTEST:

City Clerk



File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PROCLAMATION P-2526-51; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING THE NORMAN PUBLIC SCHOOLS FINE ARTS PROGRAM.



**CITY OF NORMAN, OK
STAFF REPORT**

MEETING DATE: 06/09/2026

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PROCLAMATION P-2526-51; A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING THE NORMAN PUBLIC SCHOOLS FINE ARTS PROGRAM.

P-2526-51

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, RECOGNIZING THE NORMAN PUBLIC SCHOOLS FINE ARTS PROGRAMS.

- § 1. WHEREAS, the City of Norman recognizes that the arts are an essential component of a well-rounded education and contribute significantly to the intellectual, emotional, cultural, and social development of students; and
- § 2. WHEREAS, the Norman Public Schools Fine Arts Programs provide students with opportunities to explore and excel in visual arts, music, vocal music, instrumental music, theatrical arts, and dance, fostering creativity, self-expression, collaboration, and lifelong learning; and
- § 3. WHEREAS, participation in the fine arts develops critical thinking, problem-solving, communication, discipline, and leadership skills that prepare students for success both inside and outside the classroom; and
- § 4. WHEREAS, the Norman Public Schools, Fine Arts Program enriches the educational experience of students while enhancing the cultural vitality of the Norman community through performances, exhibitions, and artistic endeavors that bring residents together and celebrate the talents of our youth; and
- § 5. WHEREAS, the dedicated educators, administrators, parents, volunteers, and community partners who support fine arts education help create meaningful opportunities for students to discover and develop their artistic abilities; and
- § 6. WHEREAS, these achievements of Norman Public Schools fine arts students and educators bring distinction to our community and demonstrate the value of investing in arts education for future generations.

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

- § 7. Do hereby recognize and commend the Norman Public Schools Fine Arts Program for its outstanding contributions to the education of our students and the enrichment of our community.

PASSED AND APPROVED this 9th day of June, 2026.

Stephen Tyler Holman, Mayor

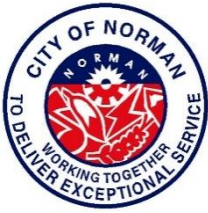
ATTEST:

City Clerk



File Attachments for Item:

3. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-47: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, JUNE 19, 2026, AS JUNETEENTH DAY IN THE CITY OF NORMAN.



**CITY OF NORMAN, OK
STAFF REPORT**

MEETING DATE: 06/09/2026

REQUESTER: Grace Holloman

PRESENTER: Grace Holloman, Accessibility and Cultural Coordinator

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-47: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, JUNE 19, 2026, AS JUNETEENTH DAY IN THE CITY OF NORMAN.

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, JUNE 19, 2026, AS JUNETEENTH DAY IN THE CITY OF NORMAN.

- § 1. WHEREAS, President Abraham Lincoln issued the Emancipation Proclamation on January 1, 1863, declaring that all persons held as slaves shall be free; and
- § 2. WHEREAS, on June 19, 1865, Union soldiers led by Major General Gordon Granger, landed at Galveston, Texas, with news that the war had ended and that enslaved were now free; and
- § 3. WHEREAS, June 19th, known as “Juneteenth” and also called “Emancipation Day” is the oldest known celebration, which started in 1866, commemorating the announcement of the abolition of slavery in the State of Texas and in remembrance of the day all remaining slaves acquired their freedom in the United States of America; and
- § 4. WHEREAS, on June 17, 2021, Juneteenth was signed into law, declaring int a national holiday; and
- § 5. WHEREAS, 2026’s national theme “Juneteenth Brings Balance to America’s Celebration of Freedom,” honors the joy of emancipation while recognizing the ongoing responsibility to advance fairness and equal rights; and
- § 6. WHEREAS, the Juneteenth Festival will take place on Friday, June 19, 2026, at Reaves Park providing a community celebration that fosters inclusion and unity, bringing together families, visitors, and local leaders in honor of this important national holiday.

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

- § 7. Do hereby proclaim Friday June 19, 2026, as Juneteenth in the City of Norman and invite all citizens to join me in celebrating this important holiday while continuing to strive towards full equality.

PASSED AND APPROVED this 9th day of June 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk



File Attachments for Item:

4. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-48: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF JUNE, 2026, AS LGBTQ+ PRIDE MONTH IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Grace Holloman

PRESENTER: Grace Holloman, Accessibility and Culture Coordinator

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-48: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF JUNE, 2026, AS LGBTQ+ PRIDE MONTH IN THE CITY OF NORMAN.

P-2526-48

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF JUNE 2026, AS LGBTQ+ PRIDE MONTH IN THE CITY OF NORMAN.

- § 1. WHEREAS, the City of Norman is committed to fostering a welcoming and respectful community where all residents are treated with dignity and compassion; and
- § 2. WHEREAS, Pride Month is celebrated each June to honor the 1969 Stonewall Uprising in New York City, a pivotal moment in the ongoing struggle for LGBTQ+ rights, dignity, and equality in the United States; and
- § 3. WHEREAS, on June 11, 1999, Pride Month was first officially recognized at the national level as a time to acknowledge the history, achievements, and contributions of LGBTQ+ Americans; and
- § 4. WHEREAS, Pride Month provides an opportunity to recognize the progress made toward greater equality and understanding, to reflect on the ongoing efforts to ensure all people are treated with fairness and respect, and to acknowledge the many LGBTQ+ individuals who continue to serve and strengthen their communities through public service, advocacy, business, education, healthcare, and the arts.

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

- § 5. Do hereby proclaim June 2026, as LGBTQ+ Pride Month in the City of Norman and acknowledge the importance of civility, inclusion, and the positive contributions made by many LGBTQ+ individuals to the life and vitality of our city.

PASSED AND APPROVED this 9th day of June 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk



File Attachments for Item:

5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-50: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING JUNE 22, 2026, THROUGH JUNE 28, 2026, AS POLLINATOR WEEK IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2029

REQUESTER: Chris Mattingly, Director of Utilities

PRESENTER: Michele Loudenback, Environmental & Sustainability Manager

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-50: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING JUNE 22, 2026, THROUGH JUNE 28, 2026, AS POLLINATOR WEEK IN THE CITY OF NORMAN.

P-2526-50

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE JUNE 22 THROUGH JUNE 28, 2026, AS POLLINATOR WEEK IN THE CITY OF NORMAN.

- § 1. WHEREAS, pollinators such as bees, butterflies, birds, and other wildlife play a vital role in maintaining healthy ecosystems and supporting agriculture, farming, gardening, and land stewardship practices that benefit both private landowners and the broader community
- § 2. WHEREAS, approximately three-fourths of flowering plants and over one-third of our food crops rely on pollinators to reproduce, making them essential to food security and agricultural productivity; and
- § 3. WHEREAS, monarch butterflies are an iconic bellwether pollinator species whose populations have experienced significant declines, and residents are encouraged to plant native milkweed and nectar plants to provide habitat for the monarch and other pollinators; and
- § 4. WHEREAS, Pollinator habitats face challenges from habitat loss and pesticide exposure, and supporting their health is part of good land and resource stewardship; and
- § 5. WHEREAS, moths are critical yet often-overlooked nighttime pollinators, with thousands of species native to Oklahoma supporting local ecosystems and serving as an important food source for birds and other wildlife; and
- § 6. WHEREAS, the City of Norman participates in the Pathways for Pollinators & People initiative, a community conservation effort that connects people with nature through pollinator habitat and education established in partnership with the Oklahoma Monarch Society and supported by the Kirkpatrick Foundation; and
- § 7. WHEREAS, the City of Norman supports partnerships that promote good stewardship of our natural resources and protect the integrity of our environment.

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

- § 8. Do hereby proclaim June 22 through June 28, 2026, as Pollinator Week in the City of Norman and encourage residents to celebrate by joining events such as the two-part composting class or the Moth Night event at Ruby Grant, and to learn more about the vital role of pollinators and how we can support them.

PASSED AND APPROVED this 9th day of June, 2026.

Stephen Tyler Holman, Mayor

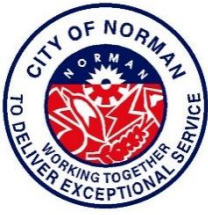
ATTEST:

City Clerk



File Attachments for Item:

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-48 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Shaz Investment Group, LLC

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-48 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

APPLICANT/REPRESENTATIVE	Shaz Investment Group, LLC
LOCATION	Wiltshire Drive and Arcady Avenue
WARD	5
CORE AREA	No
EXISTING ZONING	PL, Park Land District
EXISTING LAND USE DESIGNATIONS	Urban Low and Urban Medium
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	R-1, Single-Family Dwelling District
PROPOSED LAND USE	No change
REQUESTED ACTION	Rezone PL, Park Land to R-1, Single-Family Dwelling District

SUMMARY:

The applicant, Shaz Investment Group, LLC, is requesting to rezone the subject property from the PL, Park Land District, to R-1, Single-Family Dwelling District. Although the property was previously identified as parkland on preliminary plans, it was not formally dedicated to or accepted by the City. Parkland requirements for the area have since been satisfied through the development of Bentley Park. The proposed rezoning reflects updated development conditions and is consistent with the surrounding residential land use for the continued development of Bellatona neighborhood.

BACKGROUND:

The subject property was originally included in the 2003 rezoning and preliminary plat approvals for the Summit Valley development, as reflected in Ordinance No. O-0304-15. At that time, a portion of the development was labeled as “Parkland”. However, this designation functioned as a conceptual placeholder tied to the overall subdivision design and was not formally dedicated or deeded to the City of Norman.

Subsequently, the larger overall development area of Summit Valley, shown on the 2003 preliminary plat, evolved into two separate neighborhoods, including Summit Valley and Bellatona. As development progressed, the required parkland dedication obligations associated with the subdivision were satisfied through the development of Bentley Park. The location of Bentley Park is east of the previously shown parkland. Bentley Park was constructed and accepted by the City in 2023. This park fulfills the City’s parkland requirements for the areas of Summit Valley and Bellatona.

The current request involves the property previously shown as parkland on the 2003 preliminary plat, per Ordinance O-0304-15. As previously noted, this property was never conveyed to or owned by the City. Recent preliminary plat submittals for the Bellatona Addition reflect the current location of Bentley Park with updated development conditions and lot configurations that differ from the original preliminary plat, including adjustments to parkland placement. The park location was modified as part of the 2013 plat; however, a corresponding rezoning was not requested at that time. Rezoning was limited to the commercial frontage along Highway 9.

DISCUSSION:

This request to rezone the subject property from PL to R-1 is consistent with both the development history of the area and the City’s parkland dedication requirements.

The City has since accepted Bentley Park as the required parkland facility for the development; therefore, no additional parkland dedication is required. As a result, the remaining area previously labeled as parkland is not needed for public use, and the applicant is requesting to rezone to R-1 for single-family development.

The area shown as residential on the 2003 preliminary plat consisted of approximately 26 lots; this updated preliminary plat shows approximately 30 lots, a minimal change in development area.

Rezoning the property to R-1 allows for development consistent with surrounding residential zoning and aligns with the built pattern of the Bellatona Addition. The request does not reduce the City's park inventory, as the required parkland has already been provided and accepted with Bentley Park.

PRE-DEVELOPMENT MEETING: PD 26-7 April 23, 2026

Neighbors raised concerns primarily about traffic, access, and impacts to surrounding properties. They noted potential increases in traffic along E. Lindsey Street, limited site access, and the need for possible traffic controls. Adjacent property owners expressed worries about encroachment, lack of buffering, and ongoing issues with trash and debris, requesting better screening and fencing.

Additional concerns included inconsistent stormwater code enforcement, drainage and environmental impacts, and potential flooding. Residents also called for stronger oversight during development, including erosion control measures.

CONCLUSION:

Staff forwards this request for rezoning from PL, Park Land District, to R-1, Single-Family Dwelling District, and Ordinance O-2526-48 for consideration by City Council.

PLANNING COMMISSION RESULTS: At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-48 by a vote of 6-1.

O-2526-48

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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

- § 1. WHEREAS, Shaz Investment Group, LLC has made application to have the property described below removed from PL, Park Land District, and to have the same place in the R-1, Single-Family Dwelling 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 May 14, 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 PL, Park Land District, and to place the same in the R-1, Single-Family Dwelling District, to wit:

A tract of land lying in the Northwest Quarter (NW/4) and Southwest Quarter (SW/4) of Section 2, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma being more particularly described as follows:

BEGINNING at the Northwest corner of said SW/4;

THENCE North 00°42'55" West along the West line of said NW/4 a distance of 314.42 feet; THENCE South 70°08'47" East a distance of 294.79 feet;
THENCE South 64°20'02" East a distance of 221.51 feet;
THENCE South 05°51'07" East a distance of 182.60 feet;
THENCE South 58°39'54" West a distance of 47.18 feet;
THENCE South 89°14'48" West a distance of 180.12 feet;
THENCE South 00°45'12" East a distance of 464.64 feet;
THENCE North 89°32'20" West a distance of 270.06 feet to a point on the West line of said SW/4;
THENCE North 00°45'12" West along the West line of said SW/4 a distance of 552.68 feet to the **POINT OF BEGINNING.**

Said described tract of land contains 6.31 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.

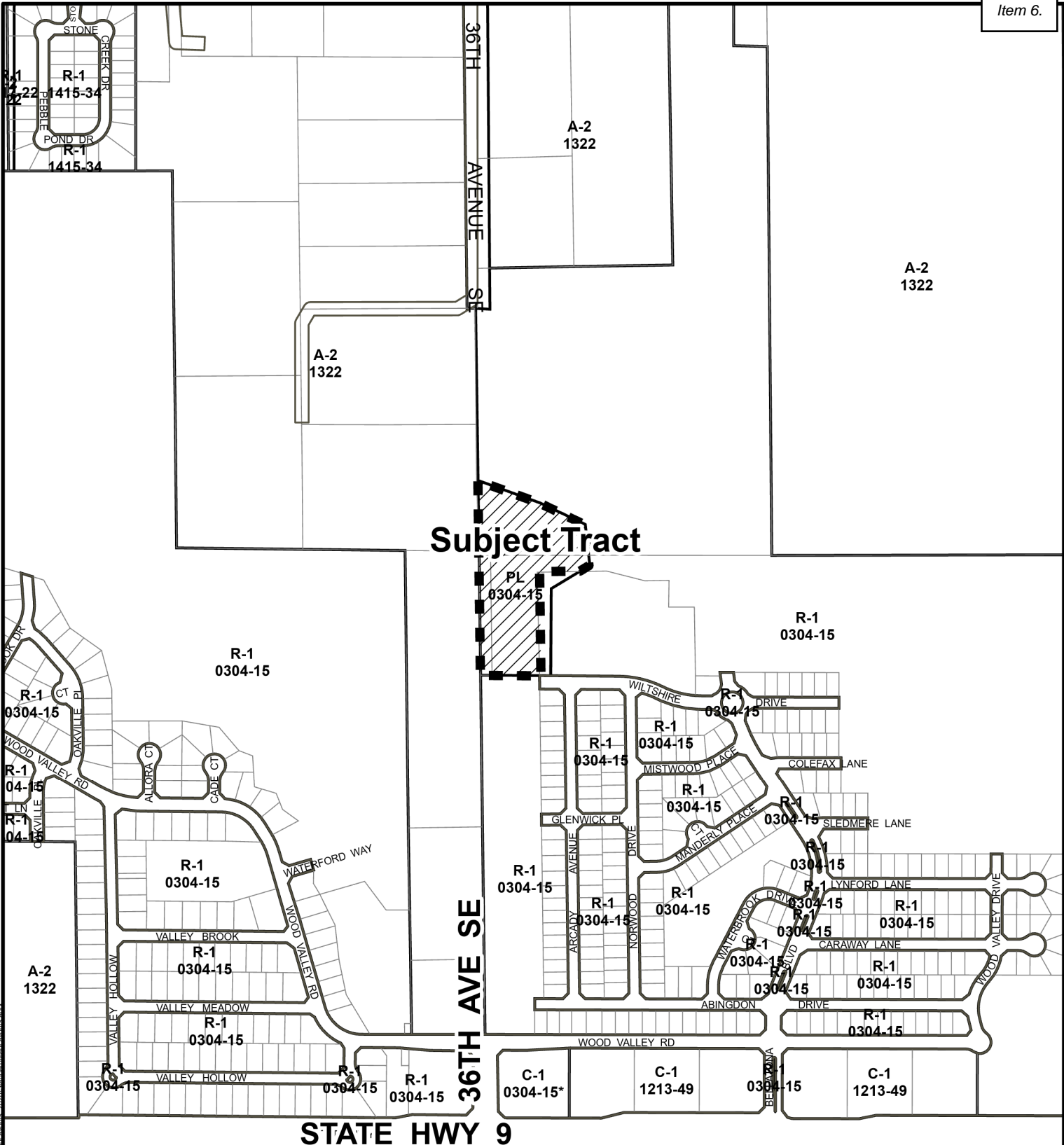
NOT ADOPTED this _____ day of _____, 2026.

(Mayor)

(Mayor)

ATTEST:

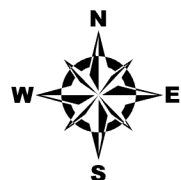
(City Clerk)



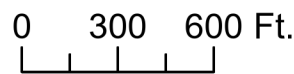
Location Map



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



March 5, 2026



 Subject Tract

OWNER / DEVELOPER
 STATE HIGHWAY 9 & 36TH AVE. S.E.
 775 S. MAIN ST. OKLAHOMA
 73102-1000

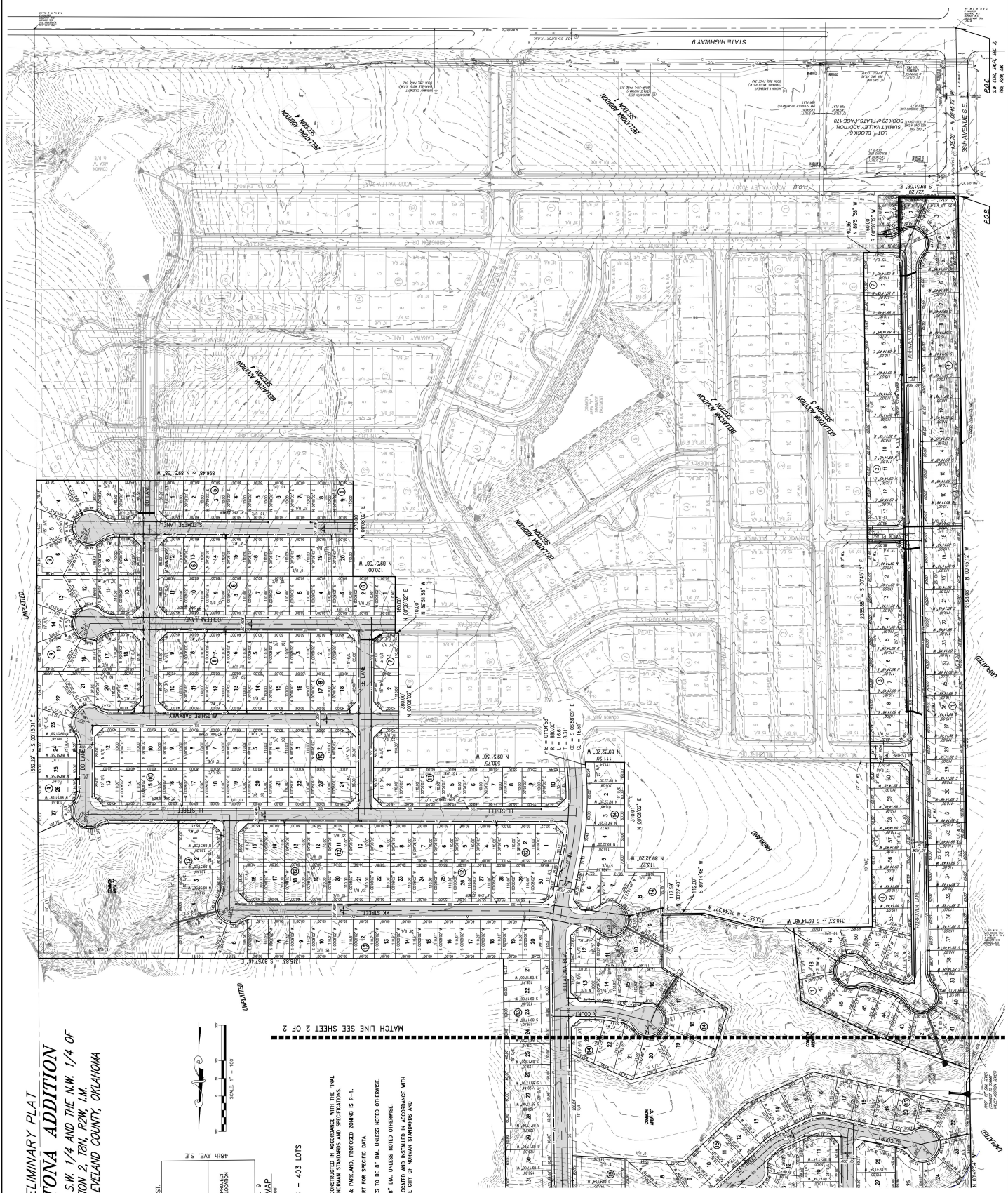
ARCHITECT
 SMC CONSULTING ENGINEERS, P.C.
 215 S. MAIN ST. OKLAHOMA
 73102-1000



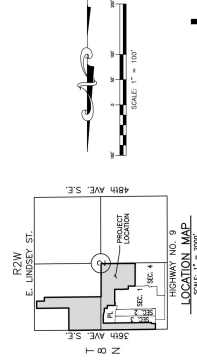
BELLATONA ADDITION
 STATE HWY. 9 & 36TH AVE. S.E.
 NORMAN, OKLAHOMA

SMC
 SMC CONSULTING ENGINEERS, P.C.
 215 S. MAIN ST. OKLAHOMA
 73102-1000

Item 6.



PRELIMINARY PLAT
BELLATONA ADDITION
 A PART OF THE S.W. 1/4 AND THE N.W. 1/4 OF
 SECTION 2, T8N, R2W, 11M,
 NORMAN, CLEVELAND COUNTY, OKLAHOMA



- RESIDENTIAL LOTS - 403 LOTS
- NOTES:**
1. ALL SIDEWALKS WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
 2. EXISTING ZONING IS R-1 & PARKLAND, PROPOSED ZONING IS R-1.
 3. REFER TO DRAINAGE REPORT FOR SPECIFIC DATA.
 4. ALL SANITARY SEWER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
 5. ALL WATER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
 6. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.

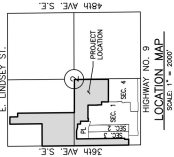
MATCH LINE SEE SHEET 2 OF 2



OWNER: J. DEWELPER, 3100 W. UNIVERSITY DRIVE, SUITE 100, NORMAN, OKLAHOMA 73069

ARCHITECT: J. DEWELPER, 3100 W. UNIVERSITY DRIVE, SUITE 100, NORMAN, OKLAHOMA 73069

PRELIMINARY PLAT
BELLATONA ADDITION
A PART OF THE S.W. 1/4 AND THE N.W. 1/4 OF SECTION 2, T8N, R2W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

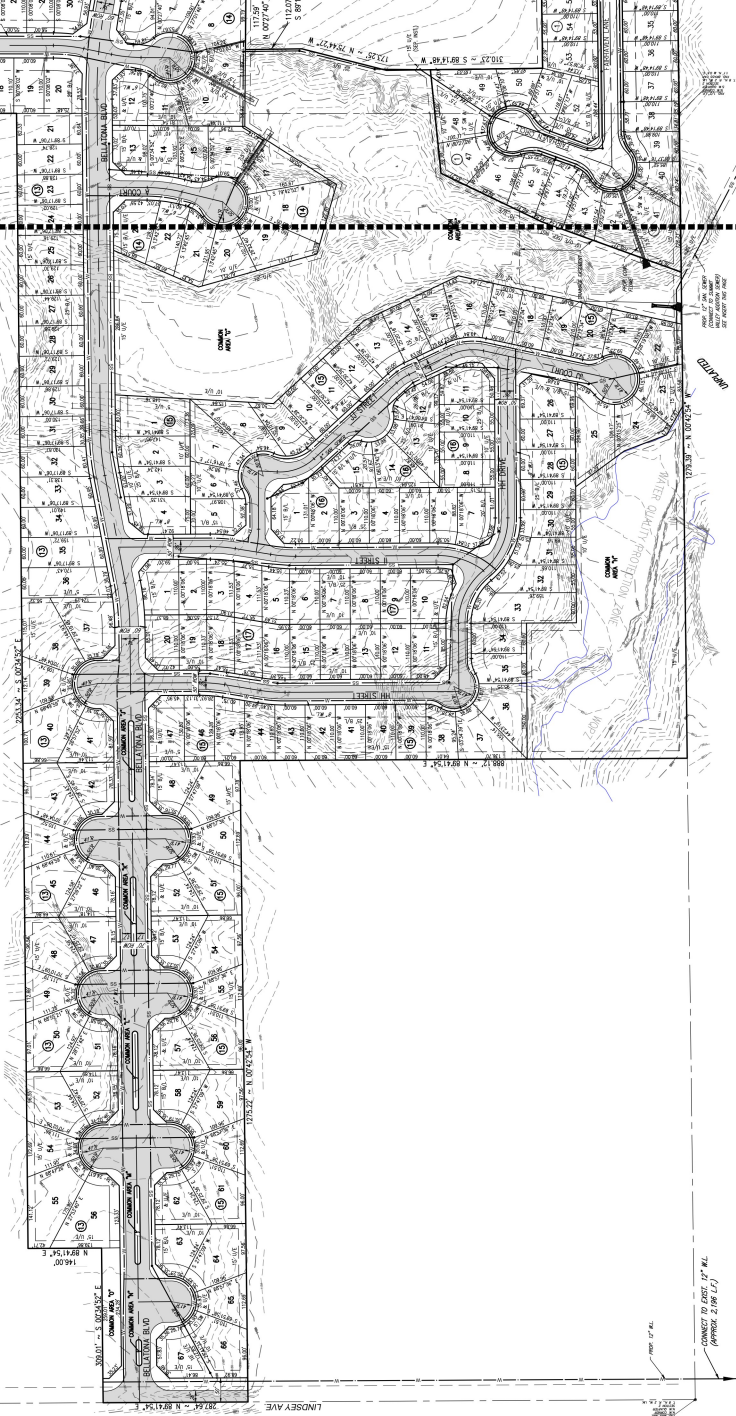


RESIDENTIAL LOTS - 403 LOTS

- NOTES:
1. THE ENGINEER HAS REVIEWED THE PROPOSED PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
2. EXISTING ZONING IS R-1 & PARKLAND, PROPOSED ZONING IS R-1.
3. REFER TO DRAINAGE REPORT FOR SPECIFIC DATA.
4. ALL SANITARY SEWER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
5. ALL WATER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
6. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.

MATCH LINE SEE SHEET 1 OF 2

UNPLATTED

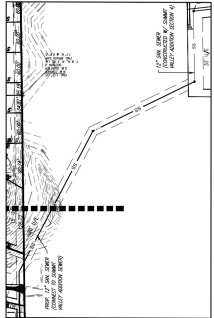


LEGAL DESCRIPTION

A tract of land lying in the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 2, Township 8 North, Range 2 West, I.M., Norman, Cleveland County, Oklahoma...
1) North 079207.02' East a distance of 270.00 feet.
2) North 079207.02' East a distance of 100.00 feet.
3) North 079207.02' East a distance of 100.00 feet.
4) North 079207.02' East a distance of 100.00 feet.
5) North 079207.02' East a distance of 100.00 feet.
6) North 079207.02' East a distance of 100.00 feet.
7) North 079207.02' East a distance of 100.00 feet.
8) North 079207.02' East a distance of 100.00 feet.

STORM DRAINAGE RETENTION FACILITY EASEMENT

RETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN BY THESE PLANS FOR THE STORM DRAINAGE AND COLLECTION AS APPROVED BY THE CITY OF NORMAN...
1. A TRACT OF LAND...
2. A TRACT OF LAND...
3. A TRACT OF LAND...



SANITARY SEWER INSERT
SCALE: 1" = 100'

Applicant: Shaz Investment Group, LLC

Project Location: A portion of the Bellatona property located near Wiltshire Drive and Arcady Avenue.

Case Number: PD 26-7

Time: 5:30 p.m.

Applicant Representative:

Christopher Anderson (SMC)
Sean Rieger (Rieger, Sadler, Joyce LLC)

Attendees:

Norman and Cheryl Davis
Kyle and Aimee Davis
Patti Otto
Melissa and Craig Pickens
Dori Rader
Dustin Underhill

City Staff:

Lora Hoggatt, Planning Services Manager
Jonah McGuffie, Planner I
Landon Gum, Subdivision Development Coordinator

Application Summary:

Rezoning from Park Land to R-1 and Preliminary Plat for a portion of the Bellatona property located near Wiltshire Drive and Arcady Avenue.

Neighbors' Comments/Concerns/Responses:

Neighbors expressed a range of concerns centered primarily on traffic, access, and the overall impact of additional development in the area. A recurring issue was the anticipated increase in traffic along E. Lindsey Street, which residents already view as problematic due to existing accidents and challenging conditions related to the roadway. Questions were raised about how vehicles would enter and exit the proposed development, with particular concern that access appears limited, potentially only one point along Lindsey and whether a traffic study or signalization would be necessary to address safety.

Concerns about the impact on adjacent properties were also raised. A property owner to the east, who keeps animals, is worried about residential development encroaching directly up to their land. Others noted a lack of buffering between properties, particularly to the south and west, where there have already been issues with trash and debris being placed onto neighboring land. These situations have led to requests for better screening, fencing, and overall protection of existing properties.

Several neighbors voiced frustration with ongoing code enforcement and maintenance issues. Complaints about trash dumping and lack of response from the city's Action Center suggest a broader concern about enforcement reliability. There were calls for stronger oversight during development, including requirements for silt fencing and erosion control measures.

Environmental conditions were another point of discussion. The site includes drainage features and a detention pond, and while parts of the area are not officially designated as wetlands, there are water quality protection considerations that have influenced the design. Some areas are expected to remain untouched, and currently no lots are planned within those protected zones. Still, residents expressed concern about how development activity might affect these features and feel that it has caused flooding on their neighboring properties.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/14/2026

REQUESTER: Shaz Investment Group, LLC

PRESENTER: Jonah McGuffie, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-48: 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 (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

APPLICANT/REPRESENTATIVE	Shaz Investment Group, LLC
LOCATION	Wiltshire Drive and Arcady Avenue
WARD	5
CORE AREA	No
EXISTING ZONING	PL, Park Land District
EXISTING LAND USE DESIGNATIONS	Urban Low and Urban Medium
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	R-1, Single-Family Dwelling District
PROPOSED LAND USE	No change
REQUESTED ACTION	Rezone PL, Park Land to R-1, Single-Family Dwelling District

SUMMARY:

The applicant, Shaz Investment Group, LLC, is requesting to rezone the subject property from the PL, Park Land District, to R-1, Single-Family Dwelling District. Although the property was previously identified as parkland on preliminary plans, it was not formally dedicated to or accepted by the City. Parkland requirements for the area have since been satisfied through the development of Bentley Park. The proposed rezoning reflects updated development conditions and is consistent with the surrounding residential land use for the continued development of Bellatona neighborhood.

BACKGROUND:

The subject property was originally included in the 2003 rezoning and preliminary plat approvals for the Summit Valley development, as reflected in Ordinance No. O-0304-15. At that time, a portion of the development was labeled as "Parkland". However, this designation functioned as a conceptual placeholder tied to the overall subdivision design and was not formally dedicated or deeded to the City of Norman.

Subsequently, the larger overall development area of Summit Valley, shown on the 2003 preliminary plat, evolved into two separate neighborhoods, including Summit Valley and Bellatona. As development progressed, the required parkland dedication obligations associated with the subdivision were satisfied through the development of Bentley Park. The location of Bentley Park is east of the previously shown parkland. Bentley Park was constructed and accepted by the City in 2023. This park fulfills the City's parkland requirements for the areas of Summit Valley and Bellatona.

The current request involves the property previously shown as parkland on the 2003 preliminary plat, per Ordinance O-0304-15. As previously noted, this property was never conveyed to or owned by the City. Recent preliminary plat submittals for the Bellatona Addition reflect the current location of Bentley Park with updated development conditions and lot configurations that differ from the original preliminary plat, including adjustments to parkland placement. The park location was modified as part of the 2013 plat; however, a corresponding rezoning was not requested at that time. Rezoning was limited to the commercial frontage along Highway 9.

DISCUSSION:

This request to rezone the subject property from PL to R-1 is consistent with both the development history of the area and the City's parkland dedication requirements.

The City has since accepted Bentley Park as the required parkland facility for the development; therefore, no additional parkland dedication is required. As a result, the remaining area previously labeled as parkland is not needed for public use, and the applicant is requesting to rezone to R-1 for single-family development.

The area shown as residential on the 2003 preliminary plat consisted of approximately 26 lots; this updated preliminary plat shows approximately 30 lots, a minimal change in development area.

Rezoning the property to R-1 allows for development consistent with surrounding residential zoning and aligns with the built pattern of the Bellatona Addition. The request does not reduce the City's park inventory, as the required parkland has already been provided and accepted with Bentley Park.

PRE-DEVELOPMENT MEETING: PD 26-7 April 23, 2026

Neighbors raised concerns primarily about traffic, access, and impacts to surrounding properties. They noted potential increases in traffic along E. Lindsey Street, limited site access, and the need for possible traffic controls. Adjacent property owners expressed worries about encroachment, lack of buffering, and ongoing issues with trash and debris, requesting better screening and fencing.

Additional concerns included inconsistent stormwater code enforcement, drainage and environmental impacts, and potential flooding. Residents also called for stronger oversight during development, including erosion control measures.

CONCLUSION:

Staff forwards this request for rezoning from PL, Park Land District, to R-1, Single-Family Dwelling District, and Ordinance O-2526-48 to the Planning Commission for consideration and recommendation to City Council.

Bellatona Addition

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-48: 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 (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM PL, PARK LAND DISTRICT, AND PLACE THE SAME IN R-1, SINGLE-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Preliminary Plat
 4. Pre-Development Summary, 4-23-26
4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-16: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY SHAZ INVESTMENT GROUP, LLC FOR BELLATONA ADDITION, FOR 104.49 ACRES OF PROPERTY LOCATED NEAR WILTSHIRE DRIVE AND ARCADY AVENUE. (WARD 5)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
 2. Location Map
 3. Preliminary Plat
 4. Pre-Development Summary, 4-23-26
5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-49: 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 (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Preliminary Plat
4. Pre-Development Summary, 4-23-26

Staff Presentation

Jonah McGuffie, Planner I, presented the staff report for the Bellatona Addition project.

Applicant Presentation

Libby Smith, representative of the applicant, presented the Bellatona Addition project.

Commissioner McDaniel asked whether the new park location is the same size as the previous park area. Ms. Smith stated that while the park location has changed, it still meets the park requirements for both Bellatona Addition and Summit Valley.

Commissioner Bird asked whether the proposed road connection could serve as an alternate route to Highway 9 for residents east of the site if traffic is blocked at 36th Avenue and Lindsey Street. Ms. Smith confirmed that it could.

Public Comments

Norman Davis, 1401 36th Ave. S.E., Norman, OK (protest)
Billy Jewell, 5201 Rustic Acres Trail, Norman, OK (protest)

Commission Discussion

Commissioner Parker asked about stormwater concerns raised during public comments and whether the applicant had a plan to address runoff impacts. Chris Anderson, SMC Consulting Engineers, explained that most runoff would be intercepted and directed south and west into an open space area where detention and drainage would be managed. He noted that some backyard drainage may still flow toward neighboring properties, but those concerns would be addressed as part of the project.

Commissioner Bird asked how the runoff would be intercepted, and Mr. Anderson stated the road layout would help collect the water and storm sewer infrastructure could be added if needed.

Commissioner Jablonski expressed concerns about long-term stormwater impacts on neighboring properties and asked what recourse property owners would have if drainage issues worsened over time. Beth Muckala, Assistant City Attorney, explained that the Commission's role is to determine whether the project meets

applicable development standards, while any private legal remedies would fall outside the Commission's review.

Commissioner Brewer asked when additional drainage improvements would be reviewed during the development process. Mr. Anderson explained the project is currently at the preliminary plat stage and that future phases will require final plats, construction plans, and a detailed drainage report to be reviewed and approved by the City Engineer before construction begins.

Motion to approve made by Commissioner McDaniel, **Seconded** by Commissioner Kindel.

Commissioner Jablonski stated he supports additional housing development but remains concerned about the City's ability to protect nearby property owners from future stormwater impacts. He emphasized the importance of addressing drainage concerns early in the development process and expressed concern that current procedures may not provide enough protection for residents. He also stated that uncertainty surrounding long-term stormwater management makes it difficult to support projects that could create future drainage issues.

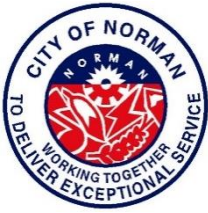
Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Kindel

Voting Nay: Vice Chair Jablonski

Planning Commission recommended approval of O-2526-48, PP-2526-16, and O-2526-49.

File Attachments for Item:

7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-49 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: City of Norman

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-49 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

APPLICANT/REPRESENTATIVE	City of Norman
LOCATION	Wiltshire Drive and Arcady Avenue
WARD	5
CORE AREA	No
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATIONS	Urban Low and Urban Medium
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PL, Park Land District
PROPOSED LAND USE	No change
REQUESTED ACTION	Rezone R-1, Single-Family Dwelling District, to PL, Park Land District

SUMMARY:

The applicant, City of Norman, is requesting to rezone the subject property from R-1, Single-Family Dwelling District, to PL, Park Land District. The proposed rezoning is intended to designate the property for parkland use in order to serve the surrounding Bellatona neighborhood and satisfy parkland needs associated with continued development in the area. The request reflects updated development conditions and would reserve the tract for public or common open space rather than residential lots. The location is currently Bentley Park.

BACKGROUND:

The subject property was originally included in the 2003 rezoning and preliminary plat approvals for the Summit Valley development, as reflected in Ordinance O-0304-15. At that time, portions of the overall development were identified conceptually for residential development and parkland as part of the subdivision layout.

Since that time, the larger overall development area shown on the original preliminary plat evolved into separate neighborhoods, including Summit Valley and Bellatona. As development has progressed, subdivision design, lot configurations, and open space planning have continued to change through subsequent plat submittals.

The current request involves property presently zoned R-1 that is now designated as parkland. Rather than continuing with single-family residential development on this tract, the applicant is requesting that the property be rezoned to PL so that it may function as parkland or open space in support of the surrounding subdivision. This rezoning would formalize the use of the tract for park purposes and align the zoning with the function of the property.

The park location was modified as part of the 2013 plat; however, a corresponding rezoning was not requested at that time. Rezoning was limited to the commercial frontage along Highway 9. Bentley Park was constructed on the property and accepted by the City in 2023. This park fulfills the City's parkland requirements for the areas of Summit Valley and Bellatona.

DISCUSSION:

The request to rezone the subject property from R-1, Single-Family Dwelling District, to PL, Park Land District is intended to align the zoning designation with existing conditions. Although the property is currently zoned R-1, the entire tract has been developed as Bentley Park and accepted by the City of Norman, fulfilling the parkland requirements for the Summit Valley and Bellatona developments.

The existing R-1 zoning is a result of prior platting and rezoning actions that did not fully reflect the final location of the park. As a result, the zoning map does not accurately represent the current use of the property.

Rezoning the property to PL corrects this inconsistency by formally designating the land for park and open space use. This action does not introduce new parkland or alter the overall

development pattern but instead brings the zoning into conformance with the existing, City-owned park and ensures long-term consistency between zoning, plats, and actual land use.

PRE-DEVELOPMENT MEETING: PD 26-7 April 23, 2026

Neighbors raised concerns primarily about traffic, access, and impacts to surrounding properties. They noted potential increases in traffic along E. Lindsey Street, limited site access, and the need for possible traffic controls. Adjacent property owners expressed worries about encroachment, lack of buffering, and ongoing issues with trash and debris, requesting better screening and fencing.

Additional concerns included inconsistent stormwater code enforcement, drainage and environmental impacts, and potential flooding. Residents also called for stronger oversight during development, including erosion control measures.

CONCLUSION:

Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to PL, Park Land District, and Ordinance O-2526-49 for consideration to City Council.

PLANNING COMMISSION RESULTS: At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-49 by a vote of 6-1.

O-2526-49

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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

- § 1. WHEREAS, City of Norman has made application to have the property described below removed from R-1, Single Family Dwelling District, and to have the same placed in PL, Park Land 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 May 14, 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-1, Single-Family Dwelling District and to place the same in PL, Park Land District, to wit:

A tract of land lying in the Southwest Quarter (SW/4) of Section 2, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma being more particularly described as follows:

COMMENCING at the Northwest corner of said SW/4;
THENCE South 89°57'46" East along the North line of said SW/4 a Distance Of 271.27 feet;

THENCE South 00°02'14" West a distance of 90.18 feet to the **POINT OF BEGINNING**;
 THENCE North 89°14'48" East a distance of 310.23 feet;
 THENCE South 75°44'27" East a distance of 173.25 feet;
 THENCE North 89°14'48" East a distance of 112.07 feet;
 THENCE South 00°27'40" West a distance of 117.59 feet;
 THENCE South 89°32'20" East a distance of 113.27 feet;
 THENCE South 00°08'02" West a distance of 398.18 feet to a point on a non-tangent curve;
 THENCE around a curve to the right having a radius of 392.58 feet (said curve subtended by a chord which bears North 75°08'27" West, a distance of 146.31 feet) and an arc length of 147.17 feet to a point of reverse curvature;
 THENCE around a curve to the left having a radius of 499.38 feet (said curve subtended by a chord which bears North 76°25'31" West, A distance of 208.07 feet) and an arc length of 209.60 feet;
 THENCE North 89°32'20" West a distance of 351.80 feet;
 THENCE North 00°45'12" West a distance of 464.64 feet to the **POINT OF BEGINNING**.

Said tract contains 315,988 square feet, or 7.254 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.

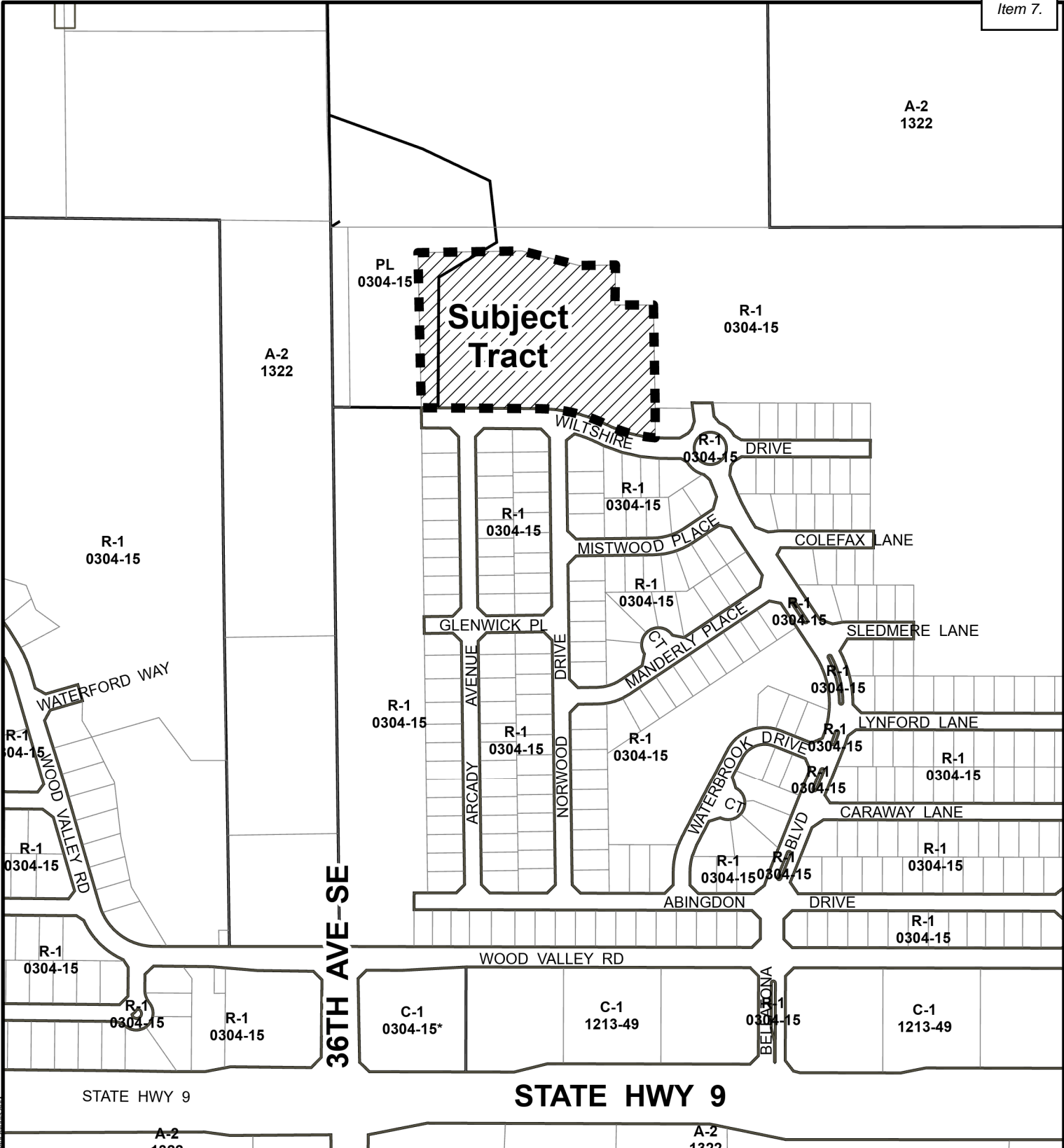
NOT ADOPTED this _____ day of _____, 2026.

(Mayor)

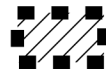
(Mayor)

ATTEST:

(City Clerk)



Location Map

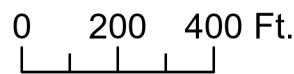
 Subject Tract



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.



March 11, 2026



\\COMGIS\GIS\City\Departments\GIS\PROJ\Layout\Templates\Standard\Map\locmap1026.mxd

SMC
 SMC Consulting Engineers, P.C.
 1000 N. W. 10th St., Suite 200
 Oklahoma City, Oklahoma 73102
 (405) 241-1100
 (405) 241-1101
 (405) 241-1102

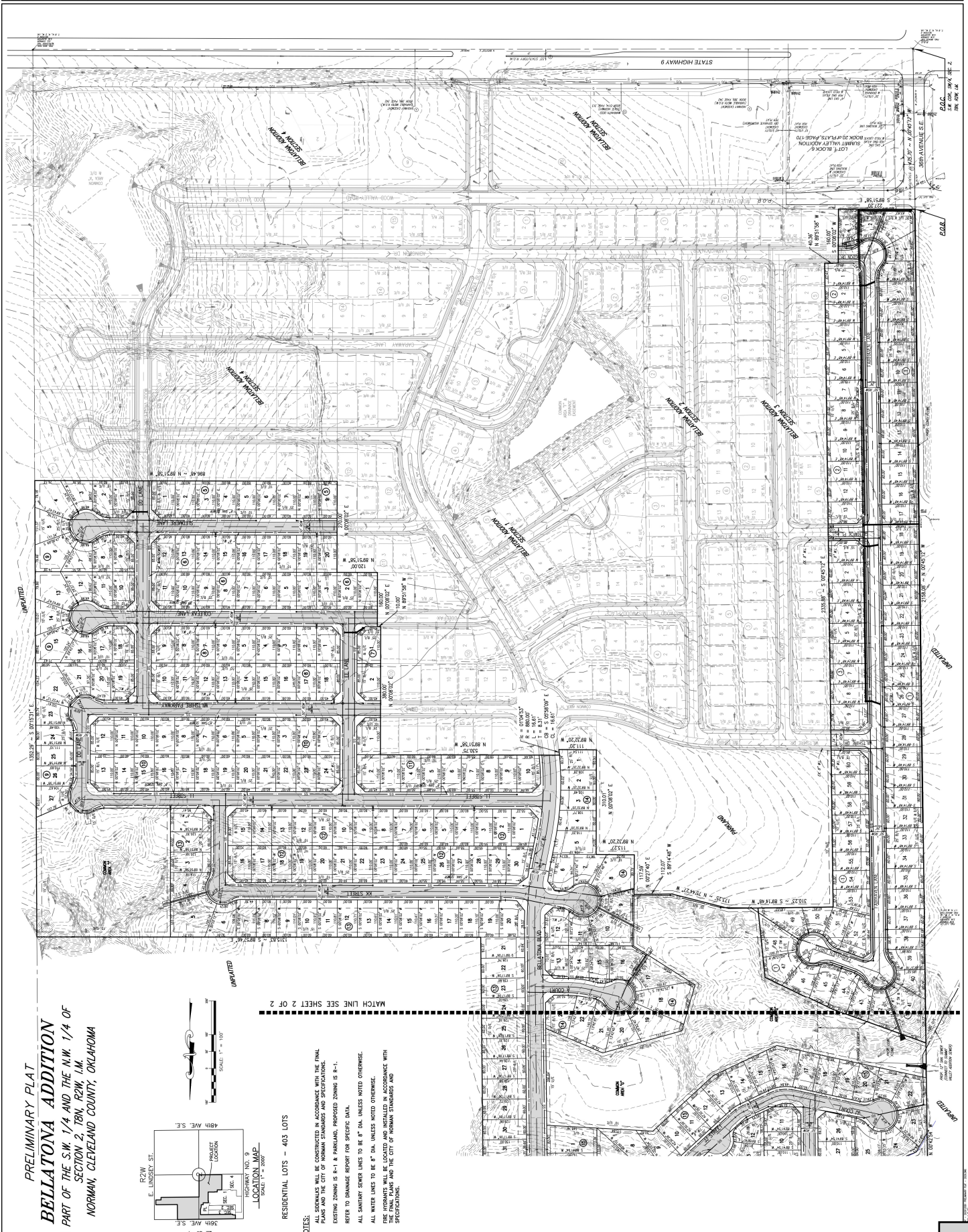
BELLATONA ADDITION
 STATE HWY. 9 & 36TH AVE. S.E.
 NORMAN, OKLAHOMA



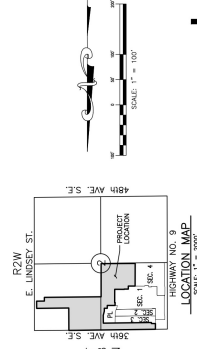
OWNER / DEVELOPER
 STATE HIGHWAY CORP LLC
 1000 N. W. 10th St., Suite 200
 Oklahoma City, Oklahoma 73102
 (405) 241-1100
 (405) 241-1101
 (405) 241-1102

ARCHITECT
 JACOBS GROUP, INC.
 275 S. MAIN ST., 20th FL.
 OKLAHOMA CITY, OKLAHOMA 73102
 (405) 241-1100
 (405) 241-1101
 (405) 241-1102

THIS PLAN IS PRELIMINARY AND NOT FOR CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE CLIENT TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AGENCIES. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AGENCIES. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AGENCIES.



PRELIMINARY PLAT
BELLATONA ADDITION
 A PART OF THE S.W. 1/4 AND THE N.W. 1/4 OF
 SECTION 2, T8N, R2W, 11M,
 NORMAN, CLEVELAND COUNTY, OKLAHOMA



- RESIDENTIAL LOTS - 403 LOTS
- NOTES:**
1. ALL SIDEWALKS WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
 2. EXISTING ZONING IS R-1 & PARKLAND, PROPOSED ZONING IS R-1.
 3. REFER TO DRAINAGE REPORT FOR SPECIFIC DATA.
 4. ALL SANITARY SEWER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
 5. ALL WATER LINES TO BE 8" DIA. UNLESS NOTED OTHERWISE.
 6. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.

Applicant: Shaz Investment Group, LLC

Project Location: A portion of the Bellatona property located near Wiltshire Drive and Arcady Avenue.

Case Number: PD 26-7

Time: 5:30 p.m.

Applicant Representative:

Christopher Anderson (SMC)
Sean Rieger (Rieger, Sadler, Joyce LLC)

Attendees:

Norman and Cheryl Davis
Kyle and Aimee Davis
Patti Otto
Melissa and Craig Pickens
Dori Rader
Dustin Underhill

City Staff:

Lora Hoggatt, Planning Services Manager
Jonah McGuffie, Planner I
Landon Gum, Subdivision Development Coordinator

Application Summary:

Rezoning from Park Land to R-1 and Preliminary Plat for a portion of the Bellatona property located near Wiltshire Drive and Arcady Avenue.

Neighbors' Comments/Concerns/Responses:

Neighbors expressed a range of concerns centered primarily on traffic, access, and the overall impact of additional development in the area. A recurring issue was the anticipated increase in traffic along E. Lindsey Street, which residents already view as problematic due to existing accidents and challenging conditions related to the roadway. Questions were raised about how vehicles would enter and exit the proposed development, with particular concern that access appears limited, potentially only one point along Lindsey and whether a traffic study or signalization would be necessary to address safety.

Concerns about the impact on adjacent properties were also raised. A property owner to the east, who keeps animals, is worried about residential development encroaching directly up to their land. Others noted a lack of buffering between properties, particularly to the south and west, where there have already been issues with trash and debris being placed onto neighboring land. These situations have led to requests for better screening, fencing, and overall protection of existing properties.

Several neighbors voiced frustration with ongoing code enforcement and maintenance issues. Complaints about trash dumping and lack of response from the city's Action Center suggest a broader concern about enforcement reliability. There were calls for stronger oversight during development, including requirements for silt fencing and erosion control measures.

Environmental conditions were another point of discussion. The site includes drainage features and a detention pond, and while parts of the area are not officially designated as wetlands, there are water quality protection considerations that have influenced the design. Some areas are expected to remain untouched, and currently no lots are planned within those protected zones. Still, residents expressed concern about how development activity might affect these features and feel that it has caused flooding on their neighboring properties.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/14/2026

REQUESTER: City of Norman

PRESENTER: Jonah McGuffie, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-49: 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 (SW/4) AND THE NORTHWEST QUARTER (NW/4) OF SECTION 2, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN PL, PARK LAND DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NEAR WILTSHIRE DRIVE AND ARCADY AVENUE; WARD 5)

APPLICANT/REPRESENTATIVE	City of Norman
LOCATION	Wiltshire Drive and Arcady Avenue
WARD	5
CORE AREA	No
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE DESIGNATIONS	Urban Low and Urban Medium
CHARACTER AREA	Suburban Neighborhood
PROPOSED ZONING	PL, Park Land District
PROPOSED LAND USE	No change
REQUESTED ACTION	Rezone R-1, Single-Family Dwelling District, to PL, Park Land District

SUMMARY:

The applicant, City of Norman, is requesting to rezone the subject property from R-1, Single-Family Dwelling District, to PL, Park Land District. The proposed rezoning is intended to designate the property for parkland use in order to serve the surrounding Bellatona neighborhood and satisfy parkland needs associated with continued development in the area. The request reflects updated development conditions and would reserve the tract for public or common open space rather than residential lots. The location is currently Bentley Park.

BACKGROUND:

The subject property was originally included in the 2003 rezoning and preliminary plat approvals for the Summit Valley development, as reflected in Ordinance O-0304-15. At that time, portions of the overall development were identified conceptually for residential development and parkland as part of the subdivision layout.

Since that time, the larger overall development area shown on the original preliminary plat evolved into separate neighborhoods, including Summit Valley and Bellatona. As development has progressed, subdivision design, lot configurations, and open space planning have continued to change through subsequent plat submittals.

The current request involves property presently zoned R-1 that is now designated as parkland. Rather than continuing with single-family residential development on this tract, the applicant is requesting that the property be rezoned to PL so that it may function as parkland or open space in support of the surrounding subdivision. This rezoning would formalize the use of the tract for park purposes and align the zoning with the function of the property.

The park location was modified as part of the 2013 plat; however, a corresponding rezoning was not requested at that time. Rezoning was limited to the commercial frontage along Highway 9. Bentley Park was constructed on the property and accepted by the City in 2023. This park fulfills the City's parkland requirements for the areas of Summit Valley and Bellatona.

DISCUSSION:

The request to rezone the subject property from R-1, Single-Family Dwelling District, to PL, Park Land District is intended to align the zoning designation with existing conditions. Although the property is currently zoned R-1, the entire tract has been developed as Bentley Park and accepted by the City of Norman, fulfilling the parkland requirements for the Summit Valley and Bellatona developments.

The existing R-1 zoning is a result of prior platting and rezoning actions that did not fully reflect the final location of the park. As a result, the zoning map does not accurately represent the current use of the property.

Rezoning the property to PL corrects this inconsistency by formally designating the land for park and open space use. This action does not introduce new parkland or alter the overall development pattern but instead brings the zoning into conformance with the existing, City-owned park and ensures long-term consistency between zoning, plats, and actual land use.

PRE-DEVELOPMENT MEETING: PD 26-7 April 23, 2026

Neighbors raised concerns primarily about traffic, access, and impacts to surrounding properties. They noted potential increases in traffic along E. Lindsey Street, limited site access, and the need for possible traffic controls. Adjacent property owners expressed worries about encroachment, lack of buffering, and ongoing issues with trash and debris, requesting better screening and fencing.

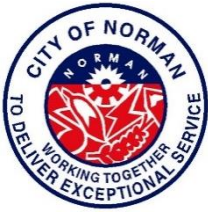
Additional concerns included inconsistent stormwater code enforcement, drainage and environmental impacts, and potential flooding. Residents also called for stronger oversight during development, including erosion control measures.

CONCLUSION:

Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to PL, Park Land District, and Ordinance O-2526-49 to the Planning Commission for consideration and recommendation to City Council.

File Attachments for Item:

8. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-69 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADJUSTING THE SALARY OF PRESIDING AND ASSOCIATE JUDGES OF THE MUNICIPAL CRIMINAL COURT AS PROVIDED BY ARTICLE VII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND AMENDING SECTION 22-208(C) OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN ADJUSTING THE SALARY OF THE ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT; AND SECTION 22-102(B) ADJUSTING THE FEE FOR COURT-APPOINTED COUNSEL; AND PROVIDING FOR THE SEVERABILITY THEREOF.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Ronda Guerrero, Court Administrator

PRESENTER: Ronda Guerrero, Court Administrator

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-69 UPON FIRST READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADJUSTING THE SALARY OF PRESIDING AND ASSOCIATE JUDGES OF THE MUNICIPAL CRIMINAL COURT AS PROVIDED BY ARTICLE VII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AND AMENDING SECTION 22-208(C) OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN ADJUSTING THE SALARY OF THE ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT; AND SECTION 22-102(B) ADJUSTING THE FEE FOR COURT-APPOINTED COUNSEL; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

The last increase for the Norman Municipal Judges was in 2012. The Associate Judge's salary has not been increased since 2008. The fee for court appointed attorneys has not been increased since 2012.

DISCUSSION:

A Benchmark Survey was conducted in April 2026 of judicial salaries of Oklahoma cities which included Edmond, Miami, Broken Arrow, and Del City.

Judicial Salaries

The salaries for part-time Presiding Judges among surveyed municipalities range annually from \$67,097 in Edmond, \$50,676 in Miami, \$49,197 in Broken Arrow, and \$28,800 in Del City, compared to Norman's current salary of \$36,650. The only city surveyed that had an Associate Judge listed was Edmond and the salary is \$28,182 compared to \$25,000 in Norman.

The Presiding Judge routinely spends 8–12 hours per week on Municipal Court matters. These duties include in-person and prisoner video arraignments, jury and non-jury trials, cost hearings,

ruling on motions, and responding to inquiries from Court personnel and the Cleveland County Detention Center, including nights and weekends. The Associate Judges also conduct arraignments, jury and non-jury trials, cost hearings, and ruling on motions.

Currently, the compensation for Acting Judges is \$250 per session. Acting Judges perform many of the same judicial functions as the Presiding and Associate Judges when serving in their place.

Despite the significant responsibilities and time commitment required for these positions, compensation has remained unchanged for many years. The proposed increases would better reflect the responsibilities associated with the positions and align more closely with compensation rates in comparable jurisdictions.

Appointment of Counsel

Court-appointed attorneys are lawyers who provide legal counsel to individuals who have been criminally charged and are unable to afford private representation. Defendants submit an application for a court appointed attorney for review to the Court. The Presiding Judge reviews the Application and decides if the defendant qualifies for counsel.

Section 22-102(b) of the Code of the City of Norman, Oklahoma, provides that the Judge shall authorize payment of a fee to Court-appointed counsel as provided in the City fee schedule, which currently provides for a fee of not less than \$100 nor more than \$250. Appendix A to the Code of the City of Norman fee schedule will be adjusted to a fee of not less than \$100 nor more than \$350.

RECOMMENDATION:

It is recommended that the Presiding Judge's salary be adjusted from \$36,650 to \$40,315, the Associate Judge's salary be adjusted from \$25,000 to \$27,500 and that the salary for an Acting Judge found in Sec. 22-208(c) be amended from \$250 per session to \$350 per session.

It is also recommended that Sec. 22-102(b) be amended to allow the Judge to authorize payment of a fee to counsel of not less than one hundred dollars (\$100.00) nor more than three hundred fifty dollars (\$350).

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADJUSTING THE SALARY OF PRESIDING AND ASSOCIATES JUDGES OF THE MUNICIPAL CRIMINAL COURT AS PROVIDED BY ARTICLE VII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; AMENDING SECTION 22-208(C) OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN ADJUSTING THE SALARY OF THE ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT; AMENDING APPENDIX A TO THE CODE OF THE CITY OF NORMAN ADJUSTING THE FEE FOR COURT-APPOINTED COUNSEL; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- §1. WHEREAS, Section 1 of Article VII of the Charter of the City of Norman, Oklahoma, provides that the Municipal Judge shall be entitled to such compensation as may be prescribed by ordinance; and
- §2. WHEREAS, Section 22-208(a) of the Code of the City of Norman, Oklahoma, provides that the Presiding Judge shall receive that annual salary, as fixed by the ordinance, paid in the same manner as the salaries of other City officials; and
- §3. WHEREAS, Section 22-208(b) of the Code of the City of Norman, Oklahoma, provides that an Associate Judge shall receive that annual salary, as fixed by ordinance, paid in the same manner as the salaries of other City officials; and
- §4. WHEREAS, Section 22-208(c) of the Code of the City of Norman, Oklahoma, provides that an Acting Judge shall receive \$250 per session, paid in the same manner as the salaries of other City officials; and
- §5. WHEREAS, City Council has reviewed the compensation of Municipal Judges for the City of Norman and feels an increase is appropriate at this time; and
- §6. WHEREAS, Section 22-102(b) of the Code of the City of Norman, Oklahoma, provides that the Judge shall authorize payment of a fee to Court-appointed counsel as provided in the City fee schedule, which currently provides for a fee of not less than \$100 nor more than \$250.

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

- §7. THAT the annual salary for the Presiding Judge of the Municipal Court of the City of Norman shall hereby be increased from Thirty-Six Thousand Six Hundred Fifty Dollars (\$36,650.00) to Forty Thousand Three Hundred Fifteen Dollars (\$40,315.00) effective July 1, 2026; and

* * *

- §8. THAT the annual salary for the Associate Judge of the Municipal Court of the City of

Norman shall hereby be increased from Twenty-Five Thousand Dollars (\$25,000) to Twenty-Seven Thousand Five Hundred Dollars (\$27,500.00) effective July 1, 2026; and

§9. THAT Section 22-208(c) of Chapter 22 of the Code of the City of Norman shall hereby be amended to read as follows:

Sec. 22-208 Judges Salaries

* * *

(c) An Acting Judge shall receive ~~two hundred fifty dollars (\$250.00)~~ three hundred fifty dollars (\$350.00) per court session, except the total monthly payments shall not exceed the salary of the Judge in whose stead he sits; and

* * *

§10. THAT Appendix A to the Code of the City of Norman shall hereby be amended to read as follows:

* * *

<i>Chapter 22 – Municipal Courts</i>		
22-102	Appointment of counsel, payment	\$100.00 -- <u>\$250350.00</u>

* * *

§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, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day
of _____, 2026.

NOT ADOPTED this _____ day
Of _____, 2026.

Stephen Holman, Mayor

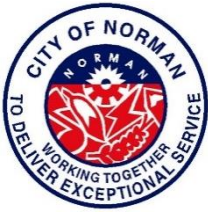
Stephen Holman, Mayor

ATTEST:

Jamie Meyer, Interim City Clerk

File Attachments for Item:

9. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-70 UPON FIRST READING BY
TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF REZONING OR ADMINISTRATIVE REQUESTS, APPROVALS AND PERMITS, INCLUDING BUILDING PERMITS, THAT WOULD ALLOW CONSTRUCTION ON, EXPANSION OF, OR USE OF PROPERTY FOR A DATA CENTER LOCATED IN THE CITY OF NORMAN; PROVIDING FOR AN APPEAL PROCESS; PROVIDING FOR EFFECTIVE AND EXPIRATION DATES; PROVIDING FOR THE SEVERABILITY; AND DECLARING AN EMERGENCY.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

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-2526-70 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF REZONING OR ADMINISTRATIVE REQUESTS, APPROVALS AND PERMITS, INCLUDING BUILDING PERMITS, THAT WOULD ALLOW CONSTRUCTION ON, EXPANSION OF, OR USE OF PROPERTY FOR A DATA CENTER LOCATED IN THE CITY OF NORMAN; PROVIDING FOR AN APPEAL PROCESS; PROVIDING FOR EFFECTIVE AND EXPIRATION DATES; PROVIDING FOR THE SEVERABILITY; AND DECLARING AN EMERGENCY.

BACKGROUND

Historically, data centers located within Norman have generally been small-scale facilities serving individual businesses, institutions, or office uses. These facilities have not presented the unique land use, infrastructure, and environmental issues associated with the larger industrial-scale data centers that have recently been proposed and developed in communities throughout the United States.

Modern data centers often require substantial electrical service, significant water consumption for cooling systems, backup power generation equipment, battery storage systems, specialized infrastructure improvements, and extensive mechanical equipment. Depending on their size and design, such facilities may also create concerns related to noise, heat generation, air quality, utility capacity, and compatibility with surrounding land uses.

The City's current Zoning Ordinance does not contain a specific use classification or regulatory framework for data centers. As a result, the City's existing regulations do not adequately address the unique characteristics and impacts of these facilities.

The City has retained Clarion Associates to comprehensively update the City's development-related codes, including Chapter 36, the Zoning Ordinance. The update is intended to implement the goals and policies of AIM Norman and modernize the City's land development regulations. Staff anticipates that this process will result in recommendations regarding appropriate zoning

districts, development standards, operational requirements, buffering standards, utility considerations, and other regulations applicable to such uses.

DISCUSSION

The proposed moratorium is intended to preserve the status quo while the City evaluates and develops an appropriate regulatory framework for data centers.

Without a temporary moratorium, applications for data center development could be submitted and potentially approved under zoning regulations that were not designed to address the unique impacts associated with these facilities. Once permits are issued and development rights vest, the City's ability to implement new regulations for those projects may be significantly limited.

The moratorium would:

- Temporarily suspend acceptance and processing of rezoning applications and permits associated with new or expanded data centers;
- Allow staff, the Planning Commission, and City Council time to evaluate the impacts of data centers;
- Permit consideration of infrastructure, utility, environmental, and land-use compatibility issues;
- Allow public participation through future hearings regarding proposed zoning regulations;
- Support implementation of AIM Norman and the ongoing zoning code update.

The ordinance includes an appeal process through the Board of Adjustment for parties aggrieved by determinations of the Planning and Community Development Director. The Board of Adjustment would also have authority to grant variances where an applicant demonstrates unnecessary hardship and where doing so would remain consistent with the purpose and intent of the ordinance.

The moratorium applies only to applications filed after the effective date of the ordinance and does not affect previously filed applications.

RECOMMENDATION

Staff recommends approval of the ordinance declaring a temporary moratorium through June 9, 2027, on the acceptance, processing, and issuance of rezoning requests and permits associated with the construction, expansion, or use of property for data centers within the City of Norman.

Ordinance No. O-2526-70

ORDINANCE DECLARING A MORATORIUM UNTIL JUNE 9, 2027, ON THE ACCEPTANCE OF NEW APPLICATIONS FOR PROCESSING OF AND ISSUANCE OF REZONING OR ADMINISTRATIVE REQUESTS, APPROVALS AND PERMITS, INCLUDING BUILDING PERMITS, THAT WOULD ALLOW CONSTRUCTION ON, EXPANSION OF, OR USE OF PROPERTY FOR A DATA CENTER LOCATED IN THE CITY OF NORMAN; PROVIDING FOR AN APPEAL PROCESS; PROVIDING FOR EFFECTIVE AND EXPIRATION DATES; PROVIDING FOR THE SEVERABILITY; AND DECLARING AN EMERGENCY.

- § 1. **WHEREAS**, the City of Norman has received inquiries regarding the potential development of data centers within the City; and
- § 2. **WHEREAS**, currently Chapter 36 of the Norman City Code (NCC) as amended, known as the Norman Zoning Ordinance, (“Zoning Ordinance”), does not have a specific use permit or specific regulations identified for data centers; and
- § 3. **WHEREAS**, Chapter 36 of the Norman City Code, as amended, does not currently contain specific regulations governing data centers or standards addressing the potential impacts associated with data center development; and
- § 4. **WHEREAS**, data centers may present land use and infrastructure impacts that differ significantly from other commercial and industrial uses, including substantial water consumption, electrical demand, backup power generation, noise, heat generation, utility infrastructure requirements, and other impacts that may affect surrounding properties and municipal services; and
- § 5. **WHEREAS**, City Council has entered into a contract with Clarion Associates to update the City's development regulations and desires sufficient time to evaluate the unique characteristics and impacts of data centers and to consider whether specific zoning classifications, performance standards, buffering requirements, utility standards, and operational regulations should be adopted; and
- § 6. **WHEREAS**, City Council finds that a temporary moratorium is necessary to preserve the status quo while such studies are conducted and regulations are considered.

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

- § 7. A Moratorium until June 9, 2027, is hereby declared on the acceptance, processing, and approval of applications for rezonings, administrative approvals, permits, and building permits that would authorize the construction,

expansion, or operation of a data center utilizing an evaporative cooling system projected to consume more than 250,000 gallons of potable water per day.

The City Council finds that such facilities may have substantial impacts on municipal infrastructure and public services and that additional study is necessary before such facilities are permitted within the City.

For purposes of this Ordinance, projected potable water consumption shall be determined by information supplied by the applicant and verified by the City Engineer or the Engineer's designee.

- § 7. Any firm, person or business entity aggrieved by any determination made by the Director of Planning Director and Community Development under the terms of this Ordinance may appeal such determination to the Board of Adjustment as provided in Chapter 2, Article 2-III of the Norman City Code, as amended. The Board of Adjustment is hereby authorized to grant variances from the terms of this Ordinance to relieve an unnecessary hardship, provided the purpose and intent of the Ordinance is met.
- § 8. The provisions of this Ordinance shall apply only to applications for the processing of and issuance of rezoning requests, administrative approvals and permits, including building permits, for the construction, expansion, or use of property for data centers which are filed after the effective date of this Ordinance as set forth in Section 11 below.
- § 9. This Moratorium shall become effective immediately upon its adoption, and shall remain in full force and effect for the shorter of June 9, 2027, or the effective date of an amendment to the Zoning Ordinance related to the adoption of new use units and regulations associated with data centers by the City Council, after which it shall automatically expire and be null and void; provided that the expiration date of the Moratorium may be modified by the enactment of a subsequent ordinance of the City of Norman.
- § 10. If any section, sentence, clause, or phrase of this Ordinance or any part thereof is for any reason found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Ordinance or any part thereof.
- § 11. **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.
- § 12. **Severability.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the

remaining portions of this ordinance, except, that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day
of _____, 2026.

NOT ADOPTED this _____ day
of _____, 2026.

Mayor

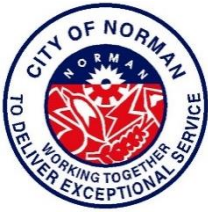
Mayor

ATTEST:

City Clerk

File Attachments for Item:

10. SUBMISSION OF THE PROPOSED NOMINATIONS FOR REAPPOINTMENT OF DREW NICHOLS AS PRESIDING JUDGE, GAIL BLAYLOCK AND BLAINE NICE AS ASSOCIATE JUDGES, AND DAVID POARCH AS ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT EACH FOR A TERM BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2028.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Ronda Guerrero, Court Administrator

PRESENTER: Ronda Guerrero, Court Administrator

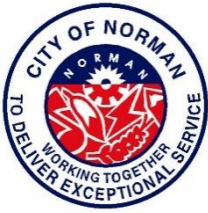
ITEM TITLE: SUBMISSION OF THE PROPOSED NOMINATIONS FOR REAPPOINTMENT OF DREW NICHOLS AS PRESIDING JUDGE, GAIL BLAYLOCK AND BLAINE NICE AS ASSOCIATE JUDGES, AND DAVID POARCH AS ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT EACH FOR A TERM BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2028.

INFORMATION:

In accordance with Section 22-201 of the Code of the City of Norman, the above-described item appears on City Council's agenda in order to give written nomination of Drew Nichols as Presiding Judge, Gail Blaylock and Blaine Nice as Associate Judges, and David Poarch as Acting Judge of the Municipal Criminal Court each for a term beginning July 1, 2026, and ending June 30, 2028. If the nominations are approved, they will be reappointed at the next City Council Meeting on June 23, 2026.

File Attachments for Item:

11. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION 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: 06/09/2025

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

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



DATE: May 20, 2026

TO: Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

FROM: Michele Loudenback, Environmental and Sustainability Manager *MSL*

SUBJECT: Contract Term Extension for K-2425-109

The current ABWOK program contract with Mental Health Association of Oklahoma expired on April 15, 1026. Because allocated funds remain available under the agreement, staff extended the contract term so the remaining funds can be used to continue program operations until those funds are exhausted. The extension allows ABWOK to continue providing participant engagement, supportive services, and litter abatement activities while the City pursues competitive opioid abatement grant funding for the program's long-term continuation.

Reviewed by: Chris Mattingly, Director of Utilities *CM*
Ashlynn Wilkerson, Assistant City Attorney *AW*
Clint Mercer, Director of Finance *a*

05/26/2026
Date

Shannon Stevenson
Signature

APPROVED BY: Darrel Pyle, City Manager
 DISAPPROVED Shannon Stevenson, Assistant City Manager

Cc: Anthony Purinton, Assistant City Attorney
Jamie Meyer, Interim City Clerk

office memorandum



The City of
NORMAN

225 N. Webster · P.O. Box 370
Norman, Oklahoma 73069 · 73070

UTILITIES DEPARTMENT
ENVIRONMENTAL RESILIENCE AND
SUSTAINABILITY
Phone: 405-292-9731
Fax: 405-292-9793
E-mail: michele.loudenback@normanok.gov

April 28, 2026

Mental Health Association Oklahoma
ATTN: Izetta Gibson, Director of Clinical Services
5530 E. 31st St., Suite 1000
Tulsa, Oklahoma 74135

RE: Contract Term Extension for K-2425-109, a Professional Services Agreement executed between the parties on April 15, 2025, with an expiration date of April 15, 2026

Dear Izetta Gibson:

The above referenced agreement's Initial Term expired on April 15, 2026. As there are still unexpended funds remaining under this Agreement, and both parties desire the continuation of the "A Better Way – Opportunity Knocks" program until such funding is completely expended, this letter shall serve to establish the written, mutual agreement to extend the term of the Agreement for one Renewal Term, pursuant to Section 1 "Term" of the Agreement. Therefore, the Agreement shall continue until April 15, 2027, unless otherwise earlier terminated pursuant to the provisions set forth in the Agreement.

If this extension is acceptable, please sign and return this letter so the Renewal Term may become effective.

Please feel free to contact Michele Loudenback, Environmental and Sustainability Manager, if you have any questions or concerns about this matter.

[Signatures on following page]

Mental Health Association of Oklahoma
Izetta Gibson
April 28, 2026
Re: Contract Term Extension
Page 2 of 2

MENTAL HEALTH ASSOCIATION OKLAHOMA

BY: Izetta Gibson
Director of Clinical Services

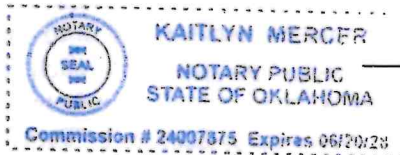
05/15/2026
Date

ACKNOWLEDGEMENT

STATE OF)
) ss:
COUNTY OF)

Before me, the undersigned, a Notary Public in and for said County and State, this 15 day of May, 2026, personally appeared Izetta Gibson to me known to be the identical person who executed the foregoing, and acknowledged to me that he/she executed the same as 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.



Kaitlyn Mercer
Notary Public

My commission expires:
06/20/2028

CITY OF NORMAN

Darrel Pyle
Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

05/26/2026
Date

ATTEST:

Jamie Meyer
City Clerk





office memorandum

DATE: May 26, 2026

TO: Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

FROM: Joseph Hill, Streets Program Manager

THROUGH: Scott Sturtz, Director of Public Works *SS*

SUBJECT: Main Street decorative pavement markings quote and approval of contract K- 2526-166

BACKGROUND:

In March 2026, Gray Street decorative pavement marking installation began as a part of the voter approved Gray Street 2-way conversion project. Following observation of this work and contractor’s performance, Street Division staff began discussions regarding the condition of Main Street decorative pavement markings and outlook of future maintenance and improvement of the downtown Main Street corridor.

DISCUSSION:

Main Street pavement conditions are in generally good condition at this time and future projects anticipated along the portion of downtown Main Street are still in early consideration and planning phases. To maintain the aesthetic uniformity of Downtown Norman, Streets staff requested quote from Ellsworth Construction, the contractor performing decorative marking installation along Gray Street project to refresh the existing decorative markings on Main Street. In addition, staff attempted to solicit additional quotes but received none, due to material specifications, specialized nature of work or combination of the two factors.

If approved, this work would allow the two corridors to match more closely in decorative marking conditions. The quote provided and attached totals \$46,400.00 for re-sealing the stamped decorative asphalt on Main Street between Porter Avenue and University Boulevard. This quote is reasonable and includes all necessary features to complete the proposed construction work. Funding is available within the Street Division Citywide Asphalt CIP account 50595511-46101. If approved, the contractor will be notified to schedule work immediately. The contract allows for 60 Calendar Days, excluding weather days, to complete the agreed-upon decorative improvements.

RECOMMENDATION:

Staff recommends acceptance of contract K- 2526-166 with Ellsworth Construction for the Main Street decorative markings refresh from Porter Avenue to University Boulevard intersections.

Reviewed by: Kim Coffman, Chief Accountant/Assistant Finance Director *kc*
Beth Muckala, Assistant City Attorney *BM*

6-3-26

Date

[Signature]

Signature

APPROVED BY: Darrel Pyle, City Manager
 DISAPPROVED Shannon Stevenson, Assistant City Manager

Cc: Jamie Meyer, Interim City Clerk

Signatory Notarization

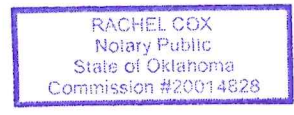
STATE OF Oklahoma, COUNTY OF Oklahoma, SS:

Before me, the undersigned, a Notary Public in and for said Tim Lunday of the Ellsworth Construction OKC, LLC dba A-Tech Paving, its President, to me known to be the identical person(s) who executed the foregoing Contract No. K-2526-166 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 19th day of May, 2026.

My Commission Expires: December 8, 2028

Notary Public: Rachel Cox



CONTRACT

THIS CONTRACT made and entered into this 3 day of June, 2026 by and between ELLISWORTH CONSTRUCTION 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:

MAIN STREET DECORATIVE PAVEMENT MAINTENANCE

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) Forty six thousand four hundred dollars (DOLLARS);
(NUMERALS) (\$ 46,400.00).

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 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.

Contract No. K-2526-166
Page 1 of 4

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:

FYE 2026 URBAN RECONSTRUCTIONS PROJECT

a. 60 Calendar Days

i. 60 Calendar Days does not include weather days

1. Weather days to be determined by the engineer or the 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.

Contract No. K- 2526-166

Page 2 of 4

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 (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.

14) The sworn, notarized statement below must be signed and notarized before this Contract will become effective.

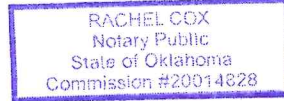
STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

Tim Lunday
_____, 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.

Ellsworth Construction OKC, LLC dba A-Tech Paving

Tim Lunday
Contractor

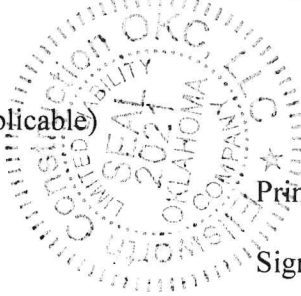
Subscribed and sworn to before me this 19th day of May, 2026.



Rachel Cox
Notary Public

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 19th day of May, 2026, and the 3 day of June, 2026.

(Corporate Seal) (where applicable)



Principal Tim Lunday

ATTEST:
Authorized Representative
Chaf Hassinoz
Corporate Secretary (where applicable)

Signed: Tim Lunday

Title: President

Address 500 N Vickie Dr OKC, OK 73117

Telephone: 405-418-4741

CITY OF NORMAN:

Approved as to form and legality this 2 day of June, 2026.
Chisabeth Lockle
City Attorney

Approved by the Council of the City of Norman, this 3rd day of June, 2026

ATTEST:
Janis Murray
City Clerk



Paul [Signature]
City Manager Mayor

Contract No. K-2526-166
Page 4 of 4

CITY OF NORMAN
MAINTENANCE BOND

Know all men by these presents that Ellsworth Construction OKC, LLC Dba A-Tech Paving, as Principal, and Great American Insurance Company, a corporation organized under the laws of the State of OH, 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 Forty Six Thousand Four Hundred and 00/100 DOLLARS (\$ \$46,400.00), 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 Six Thousand Nine Hundred and 00/100 DOLLARS (\$ \$6,960.00), such sum being not less than fifteen percent (15%) of the total contract price of said improvements for a period of four 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:

MAIN STREET DECORATIVE PAVEMENT MAINTENANCE

has entered into a written CONTRACT (K-2526-166) with the CITY OF NORMAN, dated this 3 day of June, 2021, 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 five (5) 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 15% of the contract amount for the following four (4) 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.

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 2 day of June, 2026

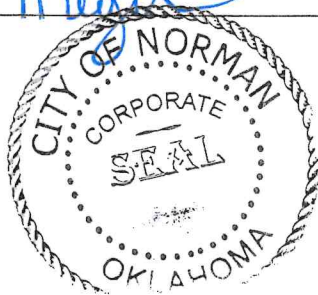
Clisabeth L. Luskala
City Attorney

Approved by the Council of the City of Norman this 3 day of June, 2026.

ATTEST:

Janis Meyer
City Clerk

David D. [Signature]
Mayor City Manager



Maintenance Bond No. MB-2526-65
Page 3 of 3

PERFORMANCE BOND F480669

Know all men by these presents, that Ellsworth Construction OKC, LLC Dba A-Tech Paving as PRINCIPAL, and Great American Insurance Company a corporation organized under the laws of the State of OH, 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 Forty Six Thousand Four Hundred and 00/100 DOLLARS, (\$ 46,400.00), 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:

MAIN STREET DECORATIVE PAVEMENT MAINTENANCE

has entered into a written CONTRACT (K-2526-166) with THE CITY OF NORMAN, dated June 3, 2026, 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 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 3 day of June, 2026, 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 18 day of May, 2026, 20 .

(Corporate Seal) (where applicable)

ATTEST:

Elzabeth Tassinori

Corporate Secretary (where applicable)



(Corporate Seal) (where applicable)

ATTEST:

Cindi L Smith



Ellsworth Construction OKC, LLC dba A-Tech Paving

Principal

Signed: Tim Lunday
Authorized Representative

Title: Tim Lunday, President

Address: 500 N Vickie Dr

Oklahoma City, OK 73117

Telephone: 405-418-4741

Surety: Great American Insurance Company

Signed: Dayna Harjo
Authorized Representative

Printed: Dayna Harjo
Authorized Representative

Title: Attorney-in-fact

Address: 10425 S 82nd E Ave, Suite 110, Tulsa, OK 74133

Telephone: 918-221-8230

CORPORATE ACKNOWLEDGEMENT

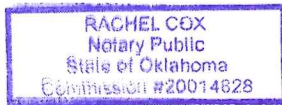
STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 19th day of May, 2026, by Tim Lunday, President (Name and Title), of Ellsworth Construction OKC, LLC dba A-Tech Paving, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 19th day of May, 2026.

Rachel Cox
Notary Public

My Commission Expires:
December 8, 2028



Performance Bond No. B- 2526-84
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 2 day of June, 2026
Christy L. White
City Attorney

Approved by the Council of the City of Norman this 3 day of June, 2026.

ATTEST:

Jamie Meyer
City Clerk



[Signature]
Mayor City Manager

Performance Bond No. B- 2526-84
Page 3 of 3

STATUTORY BOND

F480669

Know all men by these presents that _____, as PRINCIPAL, and _____ Great American Insurance Company _____, a corporation organized under the laws of the State of _____ OH _____, 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 _____ DOLLARS Forty Six Thousand Four Hundred and 00/100 (\$ 46,400.00 _____), 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:

MAIN STREET DECORATIVE PAVEMENT MAINTENANCE

has entered into a written CONTRACT (K-2526-166) with THE CITY OF NORMAN, dated June 3, 2021, 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, promptly and properly, pay or cause to be paid all indebtedness incurred for labor, materials, rental of machinery or equipment, and repairs of and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or their or its 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 and 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. §§ 1-2, 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 18 day of _____ May _____, 20___, 26

(Corporate Seal) (where applicable)

ATTEST

Cindi L Smith



Ellsworth Construction OKC, LLC dba A-Tech Paving

Principal
Signed: *Tim Lunday*
Authorized Representative
Tim Lunday, President

Great American Insurance Company



Dayna Harjo
Dayna Harjo, Attorney-in-fact

Statutory Bond No. B- 2526-85
Page 1 of 3

CORPORATE ACKNOWLEDGEMENT

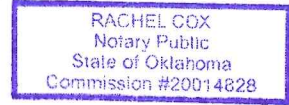
STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 19th day of May, 2026, by Tim Lunday, President (Name and Title), of Ellsworth Construction OKC, LLC dba A Tech Paving, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 19th day of May, 2026.

Rachel Cox
Notary Public

My Commission Expires:
December 8, 2028



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:

Statutory Bond No. B- 2526-85
Page 2 of 3

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 2 day of June, 2026

Elizabeth Luchala
City Attorney

Approved by the Council of the City of Norman this 3 day of June, 2026.

ATTEST:

Amie Meyer
City Clerk

David [Signature]
Mayor City manager



GREAT AMERICAN INSURANCE COMPANY®

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by
this power of attorney is not more than **FIVE**

No. 0 21862

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
SANDRA CRAIN	ALL OF	ALL
DAYNA HARJO	TULSA, OKLAHOMA	\$100,000,000
CINDI L. SMITH		
WILLIAM C. TAYLOR		
SAMUEL G. SMITH		

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this **25TH** day of **JULY**, **2025**.

Attest

GREAT AMERICAN INSURANCE COMPANY



My L C. B.

Assistant Secretary

[Signature]

Divisional Senior Vice President

JOHN K. WEBSTER (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this **25TH** day of **JULY**, **2025**

, before me personally appeared JOHN K. WEBSTER, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



SUSAN A KOHORST
Notary Public
State of Ohio
My Comm. Expires
May 18, 2030

Susan A Kohorst

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this **18** day of **May**, 2026

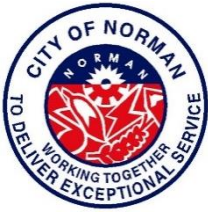


My L C. B.

Assistant Secretary

File Attachments for Item:

12. 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: 06/09/2026

REQUESTER: Frederick Duke, Procurement Analyst

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:

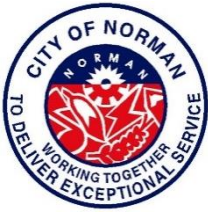
The attached list is the supplies, materials, or equipment identified as surplus or obsolete, and is therefore being prepared for sale at auction.

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.

File Attachments for Item:

13. SUBMISSION AND ACKNOWLEDGEMENT OF RECEIPT OF OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY CONSTRUCTION PERMIT SL000014251108 FOR CONSTRUCTION OF BISHOP CREEK EMERGENCY SANITARY SEWER REPAIR (WARD 7)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Kenneth J. Giannone, Capital Projects Engineer

PRESENTER: Kenneth J. Giannone, Capital Projects Engineer

ITEM TITLE: SUBMISSION AND ACKNOWLEDGEMENT OF RECEIPT OF OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY CONSTRUCTION PERMIT SL000014251108 FOR CONSTRUCTION OF BISHOP CREEK EMERGENCY SANITARY SEWER REPAIR (WARD 7)

BACKGROUND:

On May 7, 2025, Utilities Department Line Maintenance staff were advised that an 18-inch aerial sewer crossing over Bishop Creek in the general vicinity of 730 Stinson Street had failed and sewage was discharging into the creek. Due to the risk to the environment, temporary repairs were immediately completed to prevent further sewage discharge, which eliminated the discharge for the short term. It did not, however, restore the structural integrity of the crossing. As a result and after an expedited, emergency bidding process, Contract K-2425-120 in the amount of \$748,550.00 was awarded Krapff Reynolds Construction Company Inc. (KRCC) on May 22, 2025. Construction was completed and final acceptance approved by City Council on February 24, 2026.

DISCUSSION:

As part of the project requirements and per State regulations, a construction permit from the Oklahoma Department of Environmental Quality (ODEQ) is required. The plans and specifications for the project were submitted to the ODEQ on November 25, 2025, and the plans and specifications were approved and Permit No. SL000014251108 was issued on March 18, 2026. As noted on the attached copy of the permit, ODEQ requires that receipt of the permit by Owner be made a matter of permanent record in the minutes for City Council/Norman Utilities Authority.

RECOMMENDATION:

Staff recommends that the receipt of ODEQ Permit No. SL000014251108, dated March 18, 2026, be noted and made a matter of permanent record in the minutes for the City Council/Norman Utilities Authority.

March 18, 2026

Christopher Mattingly, Utilities Director
Norman Utilities Authority
225 N. Webster Avenue
Norman, Oklahoma 73069

RECEIVED
3-20-26

Re: Permit No. SL000014251108
Bishop Creek Sewer Line Repair
Facility No. S-20614

Dear Ms. Weitman:

Enclosed is Permit No. SL000014251108 for the construction of 394 linear feet of eighteen inch PVC and all appurtenances to serve the Bishop Creek Sewer Line Repair, Cleveland County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by the Department of Environmental Quality ("DEQ") on March 18, 2026. Any deviations from the approved plans and specifications affecting capacity, flow, or operation of units must be approved, in writing, by DEQ before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the Norman Utilities Authority, after which it should be made a matter of permanent record.

Approved plans and specifications are available upon request.

Respectfully,



Kimberly Douglas, P.E.
Construction Permit Section
Water Quality Division

Enclosure

PERMIT No. SL000014251108
FACILITY No. S-20614

PERMIT TO CONSTRUCT

March 18, 2026

Pursuant to O.S. 27A 2-6-304, the Norman Utilities Authority is hereby granted this Tier I Permit to construct 394 linear feet of eighteen inch PVC and all appurtenances to serve the Bishop Creek Sewer Line Repair, located in SW 1/4, NE 1/4, Section 5, T-8-N, R-2-W, Cleveland County, Oklahoma, in accordance with the plans approved March 18, 2026.

VARIANCE

The Water Quality Division Variance Committee may revoke any of the below variances at any time if, in the opinion of DEQ, the design does not equal or exceed the protection to environmental or public health compared to the protection provided by the standard to which the variances have been granted or in the event that conditions to any variance are not met.

A variance from OAC 252:656-5-5(a) which requires a deflection test on all flexible pipe after the final backfill has been in place at least 30 days. This variance is granted due to this being an emergency build of a replacement pipe.

A variance from OAC 252:656-5-5(b) which requires a leakage test on all required for all gravity lines. This variance is granted due to this being an emergency build of a replacement pipe.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the Oklahoma Administrative Code ("OAC") 252:606 rules and to comply with Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.


This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible for ensuring that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted and no invalid information has been presented in applying for the permit.
- 4) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with OAC 252:656-5-4(c)(3).
- 5) That tests will be conducted as necessary to ensure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 6) That the Oklahoma Department of Environmental Quality ("DEQ") shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.

PERMIT No. SL000014251108
FACILITY No. S-20614

- 7) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 8) That any deviations from approved plans or specifications affecting capacity, flow, or operation of units must be approved by DEQ before any such deviations are made in the construction of this project.
- 9) That any notations or changes recorded on the official set of plans and specifications in DEQ files shall be part of the plans as approved.
- 10) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that DEQ will be notified in writing of any sale or transfer of ownership of these facilities.
- 11) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by DEQ.
- 12) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 13) That all manholes shall be constructed in accordance with the standards established in OAC 252:656-5-3.
- 14) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.



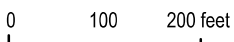
Travis Herrian, P.E., Engineering Manager
Construction Permit Section
Water Quality Division



Location of
Bishop Creek
Sewer Aerial
Crossing
Repair

WW0212 - Bishop Creek Emergency Sewer Line Repair

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



May 27, 2025

- Aerial Crossing Sewer Repair
- ▶ Existing Gravity Sewer



File Attachments for Item:

14. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2526-15: FINAL PLAT AND FINAL SITE DEVELOPMENT PLAN FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, (GENERALLY LOCATED 1500-FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD). (WARD 1)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/26

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-2526-15: FINAL PLAT AND FINAL SITE DEVELOPMENT PLAN FOR COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT, (GENERALLY LOCATED 1500-FEET EAST OF CLASSEN BOULEVARD ON THE NORTH SIDE OF IMHOFF ROAD). (WARD 1)

BACKGROUND:

This item is a final plat for Coleraine Multifamily, a Planned Unit Development generally located 1500-feet east of Classen Boulevard on the north side of Imhoff Road.

City Council, at its meeting of February 10, 2026, adopted Ordinance No. O-2526-6 placing this property in the Planned Unit Development District. In addition, City Council approved the preliminary plat for Coleraine Multifamily, a Planned Unit Development.

The Norman Development Committee, on May 19, 2026, reviewed and approved the program of public improvements, final site development plan and final plat for Coleraine Multifamily, a Planned Unit Development and recommended submittal to City Council for consideration.

DISCUSSION:

The engineer for the owner has requested City Council approve the final site development plan and final plat for Coleraine Multifamily, a Planned Unit Development.

The property consists of 14.25 acres with one multi-family lot.

Public improvements consist of paving, drainage, sanitary sewer, water including fire hydrants and sidewalks.

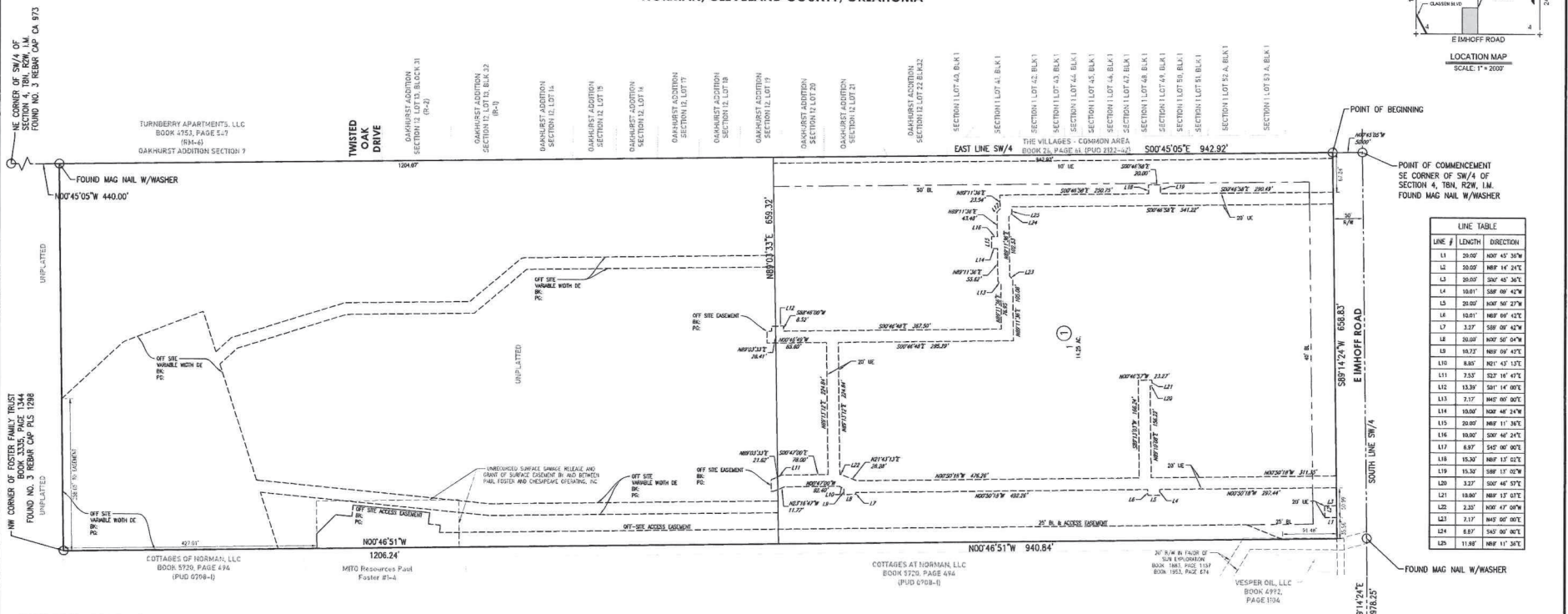
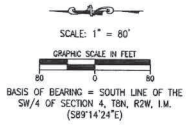
A fee in lieu of park land has been negotiated in the amount of \$19,780. The park land fee has been paid.

The final plat is consistent with the preliminary plat.

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 subject to the completion and acceptance of public improvements or bonding public improvements.

FINAL PLAT OF COLERAINE MULTIFAMILY A PLANNED UNIT DEVELOPMENT A PART OF THE SW/4 OF SECTION 4, T8N, R2W, I.M. NORMAN, CLEVELAND COUNTY, OKLAHOMA



LINE #	LENGTH	DIRECTION
L1	20.00'	N00°45'05"W 440.00'
L2	10.00'	N89°14'24"E 100.00'
L3	20.00'	S00°45'05"E 942.92'
L4	10.00'	S00°45'05"E 942.92'
L5	10.00'	S00°45'05"E 942.92'
L6	10.00'	S00°45'05"E 942.92'
L7	10.00'	S00°45'05"E 942.92'
L8	10.00'	S00°45'05"E 942.92'
L9	10.00'	S00°45'05"E 942.92'
L10	10.00'	S00°45'05"E 942.92'
L11	10.00'	S00°45'05"E 942.92'
L12	10.00'	S00°45'05"E 942.92'
L13	10.00'	S00°45'05"E 942.92'
L14	10.00'	S00°45'05"E 942.92'
L15	10.00'	S00°45'05"E 942.92'
L16	10.00'	S00°45'05"E 942.92'
L17	10.00'	S00°45'05"E 942.92'
L18	10.00'	S00°45'05"E 942.92'
L19	10.00'	S00°45'05"E 942.92'
L20	10.00'	S00°45'05"E 942.92'
L21	10.00'	S00°45'05"E 942.92'
L22	10.00'	S00°45'05"E 942.92'
L23	10.00'	S00°45'05"E 942.92'
L24	10.00'	S00°45'05"E 942.92'
L25	10.00'	S00°45'05"E 942.92'

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 COLERAINE MULTIFAMILY; however, if maintenance is neglected or subject to other unusual circumstances and is determined to be a hazard or threat to public safety by the City, corrective maintenance may be performed by the governing jurisdiction with costs assessed to and born upon said Property Owners Association. Officials representing the Public Works Department, shall have the right to enter upon the easement for purposes of periodic inspection and/or corrective maintenance of the facility. Upon receiving written approval from the Public Works Department, Property Owners Association may construct improvements within the easement, provided the improvement does not interfere with the function of the Detention Facility.

- NOTES**
- This plat of survey meets the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors and that said Final Plat complies with the requirements of Title 11, Section 41-108 of the Oklahoma State Statutes.
 - Monuments shall be as follows:
Magnetic Nail with Washer stamped "CIA CA973" for all Paved Surfaces or
3/8" Iron Rod with a Plastic Cap stamped "CIA CA973"
 - Any addresses shown on this plat were accurate at the time this plat was filed. Addresses are subject to change and should never be relied upon in place of legal description.

LEGEND

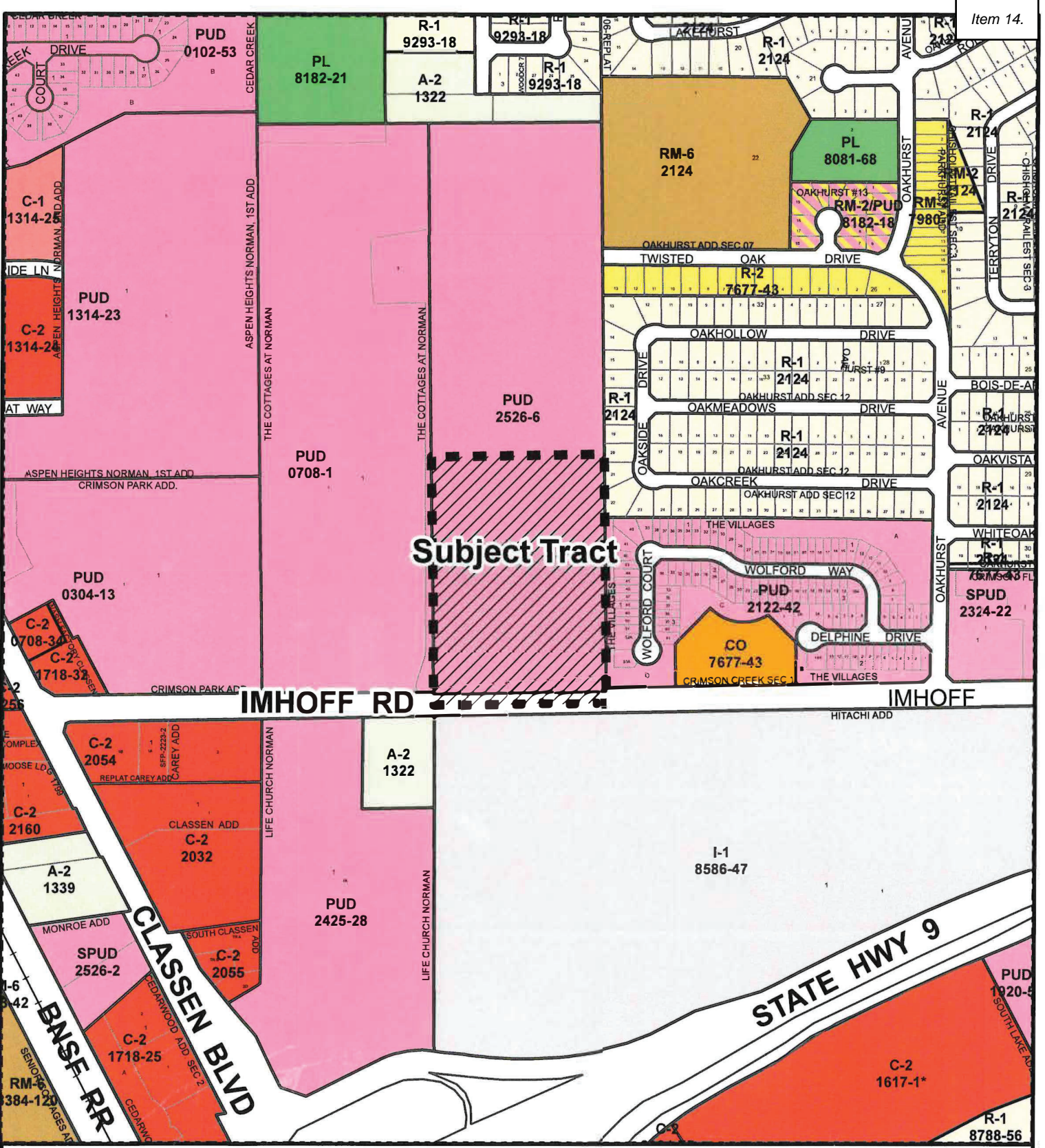
EX. EXISTING
R/W RIGHT-OF-WAY
BL. BUILDING LIMIT LINE
UE. UTILITY EASEMENT
DE. DRAINAGE EASEMENT

FINAL PLAT
COLERAINE MULTIFAMILY A PLANNED UNIT DEVELOPMENT

300 North Parkers Blvd
Norman, Oklahoma 73069

Crafton Tull
Professional Surveyors and Planners
401 W. 23rd St., Suite 200
Norman, Oklahoma 73069
www.craftontull.com

SHEET NO.: 2 OF 2
DATE: 04/27/2026
PROJECT NO.: 25603902



Subject Tract

IMHOFF RD

HITACHI ADD

IMHOFF

STATE HWY 9

CLASSEN BLVD

BAISE RR

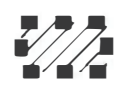
Location Map



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



May 5, 2026



Subject Tract



Location Map

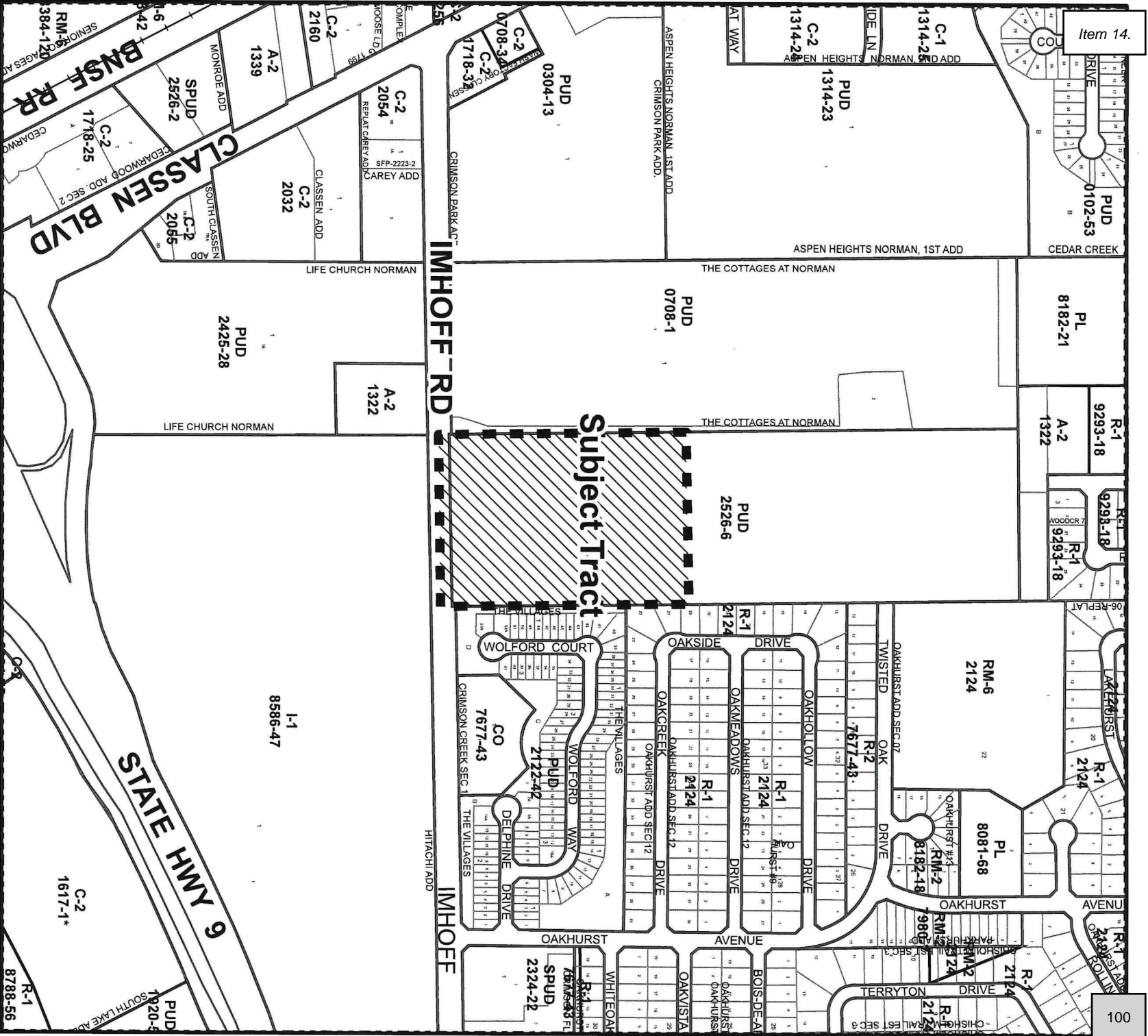
Map Produced by the City of Norman
Geographic Information System.
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.



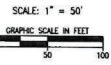
May 5, 2026



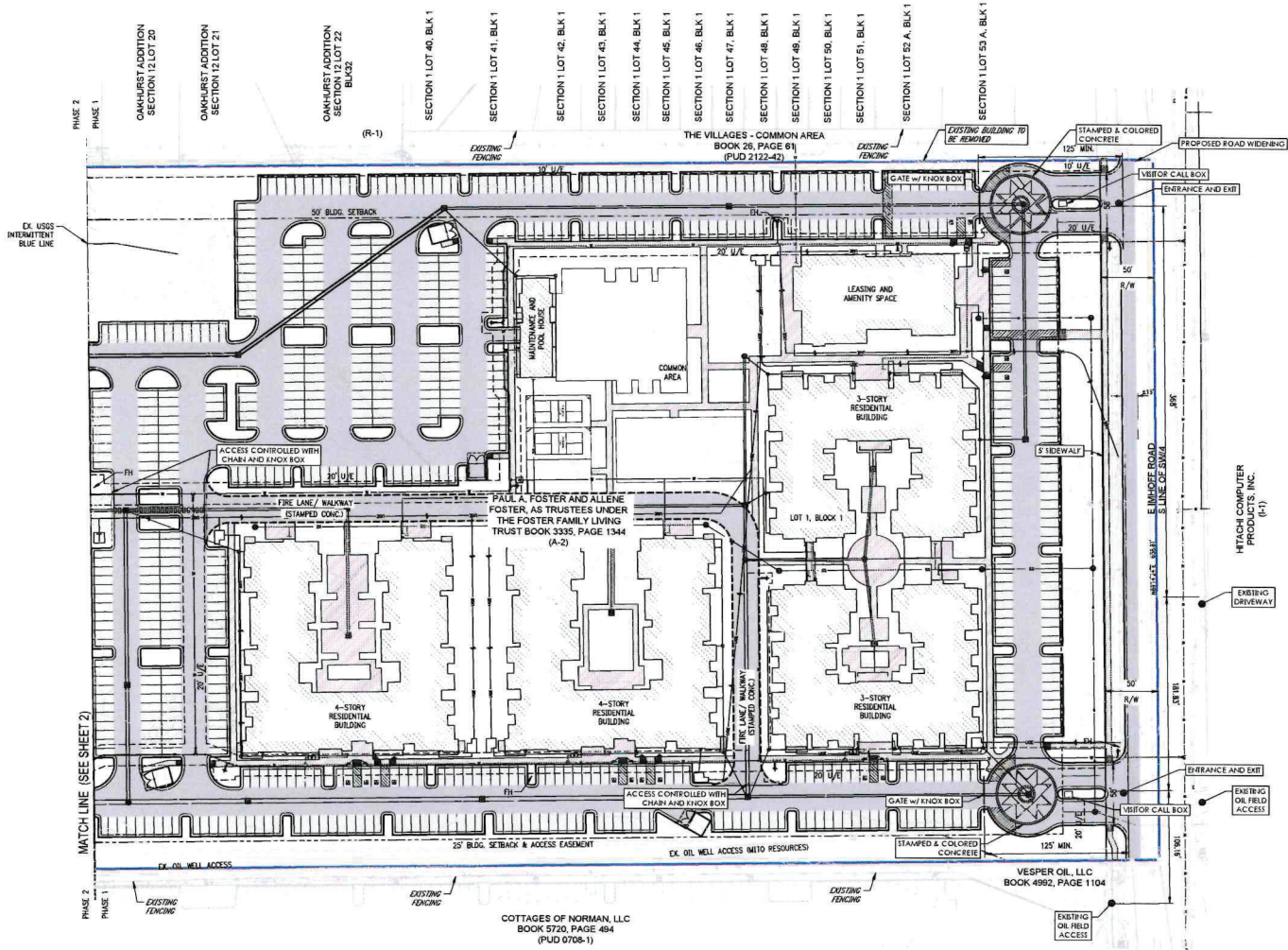
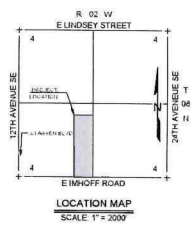
Subject Tract



Item 14.



FINAL SITE DEVELOPMENT PLAN
OF
**COLERAINE MULTIFAMILY
A PLANNED UNIT DEVELOPMENT**
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA

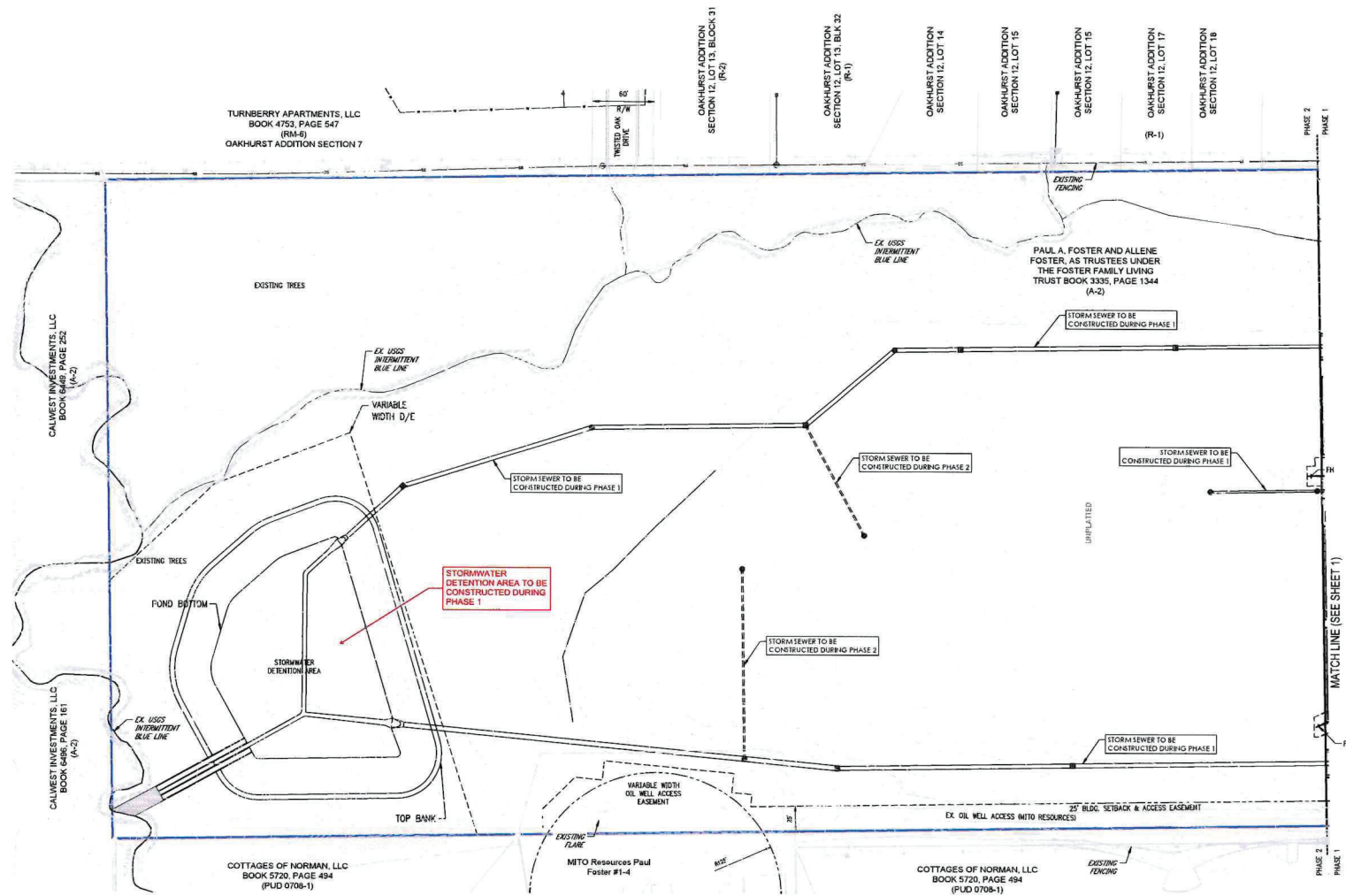
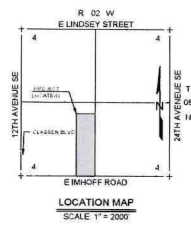
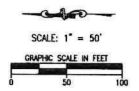


DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:
BEGINNING at the Southeast corner of said SW/4; thence S89°14'24" W a distance of 658.81 feet; thence N00°46'53" W a distance of 2957.09 feet; thence N89°14'54" E a distance of 659.93 feet; thence S00°45'00" E a distance of 2194.99 feet to the POINT OF BEGINNING.
Said tract contains 1,448,861 Sq Ft or 33.25 Acres, more or less.
The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Alan Schroeder P.S. 1552 on 5/20/2025 in conjunction with Crafton Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH PLATS (2011) (2004) 2010.0, and describe the same property as described in Schedule A of Title Commitment No. 71062501078 bearing an effective date of May 6, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

<p>FINAL SITE DEVELOPMENT MAP COLERAINE MULTIFAMILY A PLANNED UNIT DEVELOPMENT</p>	
<p>Crafton Tull ARCHITECTS & ENGINEERS</p>	<p>SHEET NO: 1 OF 2 DATE: 04/27/2026 PROJECT NO: 25603902</p>

**FINAL SITE DEVELOPMENT PLAN
OF
COLERAINE MULTIFAMILY
A PLANNED UNIT DEVELOPMENT
A PART OF SECTION 4, T8N, R2W
NORMAN, CLEVELAND COUNTY, OKLAHOMA**

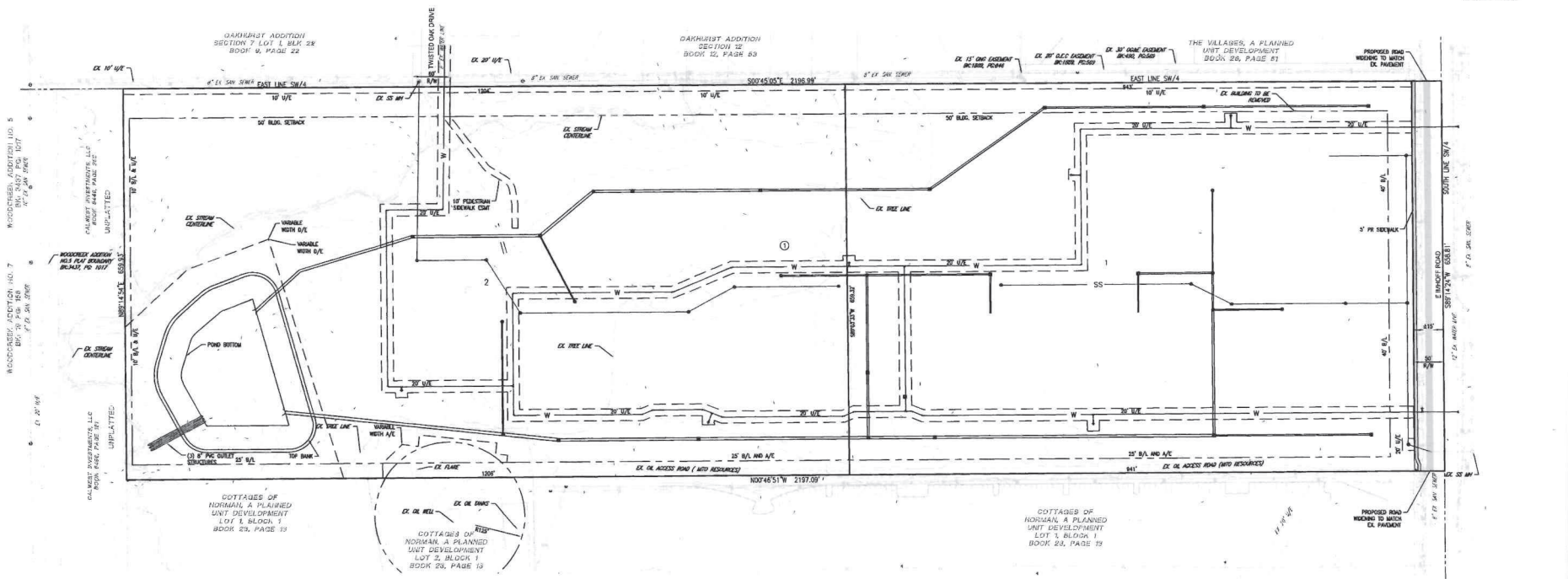
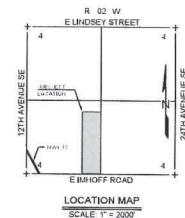


DEVELOPER:
Coleraine Capital Group, Inc.
2100 Garden Rd. Bldg. A
Monterey, CA 93940
(831)324-4227

LEGAL DESCRIPTION
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (E.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:
BEGINNING at the Southeast corner of said SW/4; thence S88°14'21"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2187.89 feet; thence N89°14'54"E a distance of 658.83 feet; thence S00°45'05"E a distance of 2186.99 feet to the POINT OF BEGINNING.
Said tract contains 1,448,061 Sq Ft or 33.25 Acres, more or less.
The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.E. 1502 on 3/28/2025 in conjunction with Crafton, Tull & Associates Project 25603902. The basis of control is OKLAHOMA SOUTH HADSD (2011) EPOCH 2010.0, and describes the same property as described in Schedule A of Title Commitment No. 71006201078, bearing an effective date of May 6, 2023 at 7:30AM as prepared by Chicago Title Insurance Company.

FINAL SITE DEVELOPMENT PLAN COLERAINE MULTIFAMILY A PLANNED UNIT DEVELOPMENT	
	SHEET NO: 2 OF 2 DATE: 04/27/2026 PROJECT NO: 25603902

PRELIMINARY PLAT
OF
**COLERAINE MULTIFAMILY,
A PLANNED UNIT DEVELOPMENT**
A PART OF THE SW/4 OF SECTION 4, T8N -R2W, I.M.,
NORMAN, CLEVELAND COUNTY, OKLAHOMA



LOT COUNT:
RESIDENTIAL 2 LOTS 32.50 ACRES

LEGEND

B/L	BUILDING LIMIT LINE
D/E	DRAINAGE EASEMENT
EX	EXISTING
L.O.A.	LIMITS OF ACCESS
R/W	RIGHT-OF-WAY
U/E	UTILITY EASEMENT
A/E	ACCESS EASEMENT
SS	SANITARY SEWER
W	WATER LINE

ZONING:

CURRENT: "A-2" AGRICULTURAL
"I-2" INDUSTRIAL

PROPOSED: "PUD" MULTI-FAMILY RESIDENTIAL

- NOTES**
- Maintenance of the common areas, islands/medians in public rights-of-way, and drainage areas shown shall be the responsibility of the Property Owner. No structures, storage of material, grading, fill, or other obstructions, either temporary or permanent shall be placed within drainage areas shown. Certain amenities such as, but not limited to, walks, benches, signs, and docks, shall be permitted if installed in a manner to meet the requirements specified above.
 - A sidewalk shall be required on each lot and must be installed prior to the issuance of an Occupancy Permit.
 - Sidewalks are the responsibility of the developer and must be installed prior to the issuance of any Occupancy Permit. Aerial sidewalks will be provided in accordance with sidewalk ordinances.
 - All existing and proposed assessments will be tied to lot corners on final plans. Final location of such to be subject to engineering review of public improvements.
 - All maintenance within the drainage detention facility shall be the right, duty and responsibility of the drainage area Property Owner. 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 and born upon said Drainage Area Property Owner. Officials representing the Public Works Department, shall have the right to enter upon the property for purposes of periodic inspection and/or corrective maintenance of the facility. Upon receiving written approval from the Public Works Department, Property Owner may construct improvements within the property, provided the improvement does not interfere with the function of the detention facility.
 - All Public Utilities shall be designed in accordance with the City of Norman Standards.
 - All Public Utilities will be in dedicated easements.
 - All Sanitary Sewer Lines to be 8" Dia. unless noted otherwise.
 - All Water Lines to be 8" Dia. unless noted otherwise.
 - Fire Hydrants will be located and installed in accordance with the Final Plans and the City of Norman Standards and Specifications.
 - All Public Improvements are subject to engineering review and approval. Final size and location to be installed in accordance with the Final Plans and the City of Norman Standards and Specifications.
 - Property is located in the Bishop Creek watershed with a total drainage area of 7,411.20 Acres MOL.

LEGAL DESCRIPTION

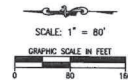
A tract of land situated within the Southwest Quarter (SW/4) of Section Four (4), Township Eight North (T8N), Range Two West (R2W) of the Indian Meridian (I.M.), Cleveland County, Oklahoma, being more particularly described as follows, to wit:

BEGINNING at the Southeast corner of said SW/4; thence S88°14'24"W a distance of 658.81 feet; thence N00°46'51"W a distance of 2197.09 feet; thence N89°14'54"E a distance of 559.93 feet; thence S00°42'02"E a distance of 2196.59 feet to the POINT OF BEGINNING.

Said tract contains 1,448,861 Sq Ft or 33.25 Acres, more or less.

The foregoing legal description forms a mathematically closed figure and was prepared under the supervision of Lee Allen Schroeder P.S. 1502 on 5/28/2025 in conjunction with Crafton, Tull & Associates Project 25603900. The basis of control is OKLAHOMA SOUTH NAD83 (2011) EPOCH 2010.0, and derivative the same properly as described in Schedule A of Title Commitment No. 71002501076 bearing an effective date of May 4, 2025 at 7:30AM as prepared by Chicago Title Insurance Company.

CURRENT PROPERTY OWNER:	ENGINEER:
FOSTER FAMILY LIVING TRUST 1708 LENOX DR NORMAN, OK 73069	CRAFTON, TULL & ASSOCIATES, INC. BRADEN SHAFFER, P.E., CFM 300 PONTE PARKWAY BLVD YUKON, OK 73099
DEVELOPER:	PH: 405-787-6270 EMAIL: braden.shaffer@craftontull.com
COLERAINE CAPITAL GROUP, INC. 2100 GARDEN RD, BLDG A MONTEREY, CA 93940	SURVEYOR:
PH: 831-324-4227 EMAIL: lmooon@colerainecapital.com	CRAFTON, TULL & ASSOCIATES, INC. LEE ALLEN SCHROEDER, P.S. 300 PONTE PARKWAY BLVD YUKON, OK 73099
	PH: 405-787-6270 EMAIL: lee.schroeder@craftontull.com



**PRELIMINARY PLAT
COLERAINE MULTIFAMILY**

Crafton Tull
architectural engineering land surveying
300 Ponte Parkway, Bldg A
Yukon, Oklahoma 73099
405.787.4227 405.787.4221
www.craftontull.com

SHEET NO.: 1 OF 1
DATE: 1/8/2026
PROJECT NO.: 25603901

DEVELOPMENT COMMITTEE

FINAL PLAT
FP-2526-15

DATE:
May 19, 2026

ITEM: Consideration of a Final Plat for **COLERAINE MULTIFAMILY, A PLANNED UNIT DEVELOPMENT.**

LOCATION: Generally located 1500' east of Classen Boulevard on the north side of Imhoff Road.

INFORMATION:

1. Owner. Foster Family Living Trust, Inc.
2. Developer. Imhoff Rd. Propeco, LLC.
3. Engineer. Crafton Tull & Associates, Inc.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1314 annexing this property into the Norman Corporate City Limits without zoning.
2. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.
3. January 12, 1965. City Council adopted Ordinance No. 1735 placing a portion of this property in the I-1, Light Industrial District and removing it from A-2, Rural Agricultural District
4. September 4, 2025. The Norman Board of Parks Commissioners, on a vote of 6-0, recommended fee in lieu of park land for the preliminary plat for Coleraine Multifamily, a Planned Unit Development.
5. September 11, 2025. The consideration to place this property in the PUD, Planned Unit Development and the preliminary plat for Coleraine Multifamily were postponed at the request of the applicant.
6. October 9, 2025. Planning Commission, on a vote of 7-0, recommended to City Council that this property be placed in the PUD, Planned Unit Development District and removed from A-2, Rural Agricultural District and I-1, Light Industrial District.
7. October 9, 2025. Planning Commission, on a vote of 7-0, recommended to City Council that the preliminary plat for Coleraine Multifamily, a Planned Unit Development be approved.

- 8. February 10, 2026. City Council adopted Ordinance No. O-2526-6 placing this property in the PUD, Planned Unit Development District and removing it from A-2, Rural Agricultural District and I-1, Light Industrial District.
- 9. February 10, 2026. City Council approved the preliminary plat for Coleraine Multifamily, a Planned Unit Development.

IMPROVEMENT PROGRAM:

- 1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City Standards. Their locations will be reviewed by the Fire Department.
- 2. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards.
- 3. Sidewalks. Sidewalks will be required adjacent to Imhoff Road.
- 4. Storm Sewers. Storm water run-off will be conveyed to a proposed privately-maintained off-plat detention facility.
- 5. Streets. Imhoff Road will be constructed in accordance with approved plans and City paving standards.

Water Mains. Water mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards to serve interior fire hydrants. There is an existing 12-inch water main adjacent to Imhoff Road.

PUBLIC DEDICATIONS:

- 1. Easements. All required easements are dedicated to the City on the final plat. Off-plat easements will be required for drainage (including detention facility) and utilities located outside the platted area.
- 2. Rights-of-Way. Street rights-of-way are dedicated to the City on the final plat.
- 3. Park Land. Park land has been negotiated between the developer and City in lieu of park land dedication. A fee in the amount of \$.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat, final site development plan and final plat are attached.

DEVELOPMENT COMMITTEE COMMENTS:

The engineer for the developer has requested the Development Committee approve the program of public improvements, final site development plan and final plat for Coleraine Multifamily, a Planned Unit Development and submit the final site development plan and final plat to City Council for consideration.

The final plat consists of 12.25 acres and one (1) multi-family lot.

The final plat is consistent with the preliminary plat.

APPLICATION FOR Final Plat of Coleraine Multifamily a PUD
DEVELOPMENT COMMITTEE
ACTION

Date: 05/05/2026

Part I: To Be Completed by Applicant:

- Applicant(s): Braden Shaffer, P.E., CFM (Agent to Developer Imhoff Proppo LLC)

Signature of Applicant(s):

Telephone Number and Address:
300 Pointe Parkway Blvd. Yukon, OK 73099
405-290-4531

- Project Name and Legal Description:
Coleraine Multifamily a Planned Unit Development

- Action Request of Development Committee:
Request for Development Committee to approve the program of public improvements, final site development plan and final plat and submit the final site development plan and final plat to City Council for consideration.

Part II: To Be Completed by Development Committee:

Development Committee Met on: May 19, 2026

Development Committee Findings:

The engineer for the owner/developer has requested the Development Committee approve the program of public improvements, final site development plan and final plat for Coleraine Multifamily, a Planned Unit Development and submit the final site development plan and final plat to City Council for consideration. Improvements consist of paving, sidewalks, sanitary sewer and water.

Development Committee Recommendations:

Recommend to City Council approval of the final site development plan and final plat for Coleraine Multifamily, a Planned Unit Development.

Record of Acceptance:

Director of Public Works

Yes No

Director of Planning

Yes No

Director of Utilities

Yes No

Planning Services Manager

Yes No

City Engineer

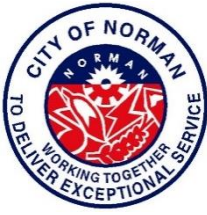
Yes No

Subdivision Development Manager

Yes No

File Attachments for Item:

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2324-66: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC. INCREASING THE CONTRACT BY \$223,240.60 FOR A REVISED CONTRACT AMOUNT OF \$3,613,310.68 FOR NORMAN WATER RECLAMATION FACILITY (WRF) DEWATERING IMPROVEMENTS PROJECT (WARD 6)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 6/09/2026

REQUESTER: Kenneth J. Giannone, PE

PRESENTER: Kenneth J. Giannone, PE, Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2324-66: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC. INCREASING THE CONTRACT BY \$223,240.60 FOR A REVISED CONTRACT AMOUNT OF \$3,613,310.68 FOR NORMAN WATER RECLAMATION FACILITY (WRF) DEWATERING IMPROVEMENTS PROJECT (WARD 6)

BACKGROUND:

The biosolids process at the Norman Water Reclamation Facility (WRF) uses sludge pumps to pump treated biosolids from digesters to the dewatering building where large centrifuges reduce the liquid content of the biosolids. Once the centrifuges have sufficiently dried the biosolids, a series of screw conveyors transport the biosolids from the individual centrifuges to a central conveyor that, in turn, carries it out of the building to a loading area where it is loaded directly into a waiting truck for hauling and disposal.

In 2020, staff determined that the existing centrifuges at the Norman WRF were approaching the end of their useful lives. As a result, Norman Utilities Authority (NUA) approved Contract K-2021-50 with Garver, L.L.C., on December 8, 2020, to prepare a design to replace the existing centrifuges with state-of-the-art dewatering equipment that would be sized to meet both current and projected future demand.

During design of the project, Garver evaluated the existing sludge pumps and the existing conveyor system and both appeared to be in reasonably good condition and, based on available data, both appeared to have ample capacity to service the proposed higher-capacity centrifuges. For these reasons and in order to minimize project costs, Garver's design only covered replacement of the centrifuges and those segments of the screw conveyors that would connect directly to the new centrifuges.

Norman WRF Dewatering Improvements (Project WW0326) was advertised and bid in the Fall of 2023. Crossland Heavy Contractors, Inc. (CHC) was deemed the lowest and best bidder, and, on November 28, 2023, Contract K-2324-66 in the amount of \$3,320,000.00 was approved by the NUA and awarded to CHC. Notice to proceed was issued in January 2024. After an extended procurement phase, the new centrifuges were delivered in January 2025, and phased installation followed by testing and commissioning commenced immediately

thereafter. The new centrifuges were deemed complete as of November 19, 2025, and staff at the Norman WRF took beneficial possession the centrifuges and appurtenant equipment as of that date and have been operating the system as intended since then.

Change Order No. 1 to the contract, in the amount of \$67,070.00 for a revised contract amount of \$3,387,070.00 was approved by City Council on January 13, 2026. Change Order No. 1 also extended the Contract Completion Date to December 24, 2025.

DISCUSSION:

The final testing process for the new centrifuges included a requirement that the equipment be operated through the full range of its rated capacity. During this process, it became apparent that, while the new centrifuges were operating as intended, at higher operating ranges there were two unanticipated “bottlenecks” in the biosolids process. Due to their age, the sludge pumps were no longer able to operate at the high end of their rated capacity and thus could not feed the centrifuges at the high end of their operating range. Similarly, a segment of the existing screw conveyor was no longer able to run at the highest end of its designed operating range, and consequently, it could not handle the volume of dewatered biosolids produced by the new centrifuges at their maximum operating rates. CHC was able to take some temporary steps that made it possible to complete the testing process as required. However, NUA determined that, in order to obtain the full benefit of the new centrifuges, it would be necessary to eliminate these bottlenecks.

For the above reason, staff negotiated Amendment No. 1 with Garver to investigate and create a design to replace the sludge pumps and conveyor segment in the Norman WRF biosolids process, and, on March 24, 2026, NUA approved Amendment No. 1 to cover this additional engineering effort.

In May 2026, CHC submitted cost proposals for the additional work, and the following costs were negotiated:

Change Order No. 2

Description	Cost
Furnish and Install New Conveyor No. 5	\$221,584.00
Install New Sludge Pumps (Pumps to be Furnished by Norman Utilities)	28,913.00
Total for Proposed Change Order No. 2 =	\$250,497.00

Both NUA staff and Garver have reviewed these costs and deemed them to be fair and reasonable to complete this critical work.

While preparing their cost estimate, CHC determined that the lead time on the new pumps and conveyor segment would be approximately 10 months. Because of the long lead time, CHC’s cost proposal included a request that they be paid in full for work performed under the original contract and Change Order No. 1. Since that work is now complete and the

furnished equipment is being used for its intended purpose, Staff deemed this request to be reasonable.

Change Order No. 2 also includes the following two amendment items, reducing the quantity of two line items in the contract to match the quantity actually used during construction to date:

Change Order No. 2 – Amendment Items

Line Item No.	Description	Units	Unit Price	Original Qty	Original Cost
21 00	Owner's Contingency No. 1	LS	\$100,000.00	1.00	\$100,000.00
22 00	Owner's Contingency No. 2	LS	\$10,000.00	1.00	10,000.00

Change Order No. 2 – Amendment Items (Continued)

Line Item No.	Description	Actual Qty Used	Difference in Qty	Cost Difference
21 00	Owner's Contingency No. 1	0.86	-0.14	-\$14,256.32
22 00	Owner's Contingency No. 2	0.00	-1.00	-\$10,000.00
Total Cost of Amendment Items in Change Order No. 2 =				-\$24,256.32

This results in a net change order amount of \$226,240.60, 6.8% of the original contract, and total revised contract amount of \$3,613,310.68. Combined Change Order Nos. 1 and 2 increase the contract amount by 8.8%. To fund this extra work, staff proposes using funds already in the project construction budget (Project WW0326, Account No. 32999911-46101) which has an available balance of \$939,623.98.

As noted, the lead time on the new equipment will be approximately 10 months, which would extend the contract to April 2027. Since the current contract completion date is December 24, 2025, Change Order No. 2 also includes a proposed time extension of 492 calendar days to extend the Contract Completion date to April 30, 2027.

RECOMMENDATION:

Staff recommends that NUA approve Change Order 2 to Contract K-2324-66, by and between Norman Utilities Authority and Crossland Heavy Contractors, Inc., increasing the contract by \$226,240.60 for a revised contract amount of \$3,613,310.68.

Attachment 1

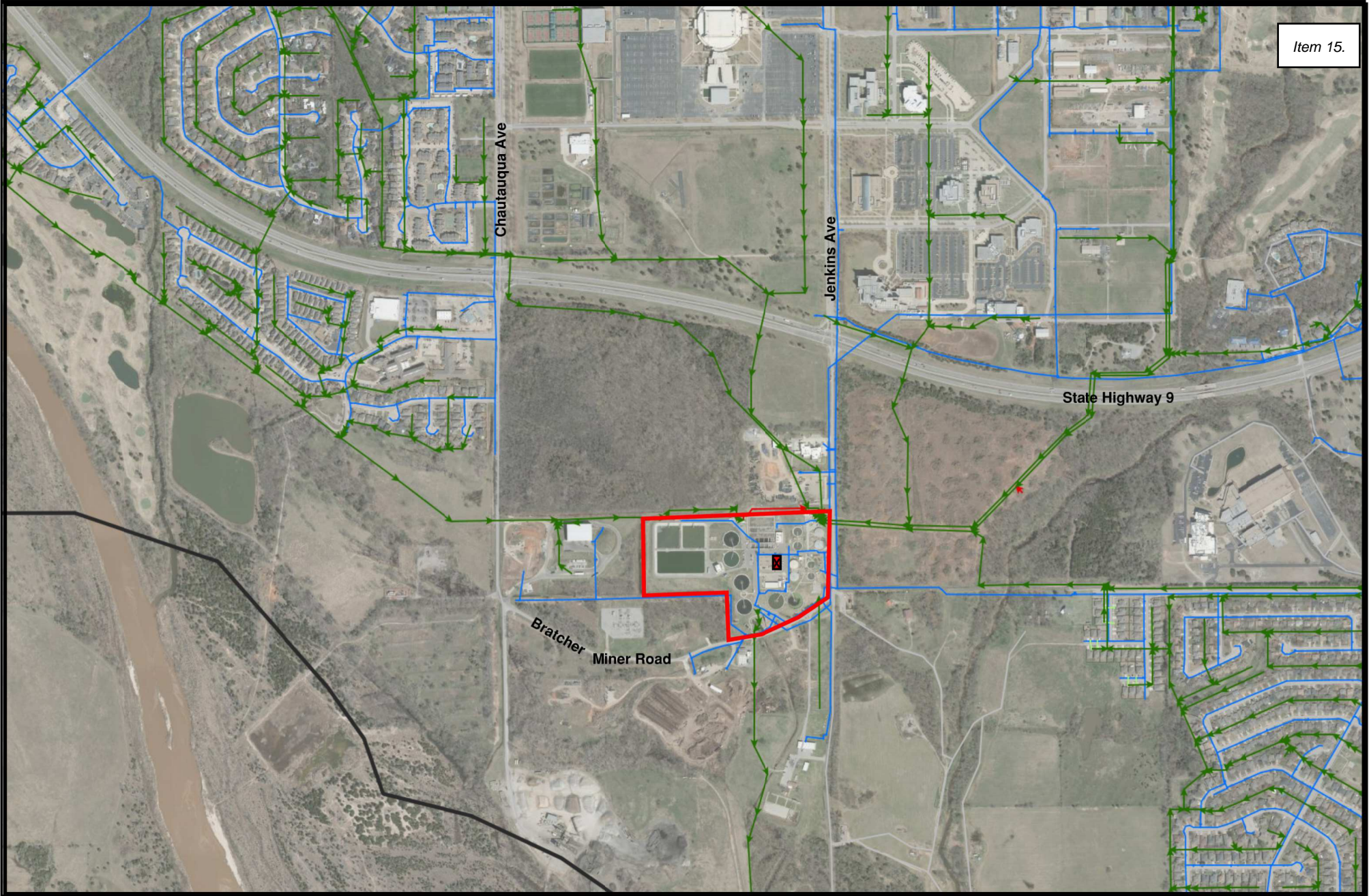
AMENDMENT ITEMS (Quantity Revisions to Original Bid Line Items):

No.	Bid Line Item	Description	Units	Original Contract Quantity	Unit Price	Original Contract Amount	Proposed Qty Increase/Decrease	Cost Increase / Decrease	Percent Change
Under Phase I of Project WW0326, Norman WRF Dewatering Improvements:									
1	21 00	Owner's Allowance No. 1	LS	1	\$100,000.00	\$100,000.00	-0.1425632	-\$14,256.32	-14.26%
2	22 00	Owner's Allowance No. 2	LS	1	\$10,000.00	\$10,000.00	-1.0000000	-\$10,000.00	-100.00%
Subtotal Amendment Items =								-\$24,256.32	-0.73%

CHANGE ORDER ITEMS (New Line Items with Estimated Quantities):

No.	Bid Line Item	Units	Previous Contract Quantity	Unit Price	Original Contract Amount	Proposed Qty Increase/Decrease	Cost/Time Increase /Decrease	Percent Change
Under Phase I of Project WW0326, Norman WRF Dewatering Improvements:								
1	No Cost Time Extension to Complete Phase I Work	Cal Days	707	N/A	707	181	181	N/A
Under Phase II of Project WW0326, Norman WRF Dewatering Improvements:								
2	Furnish and install Conveyor No. 5 for the Norman WRF in accordance with new drawing nos. 08-I552, 55-X101, 55-X102, 55-P101, 55-P301, 55-E106, 55-E107, and 90E502 and new specification section 14 90 00, Shaftless Screw Conveyor System, all prepared by Garver and transmitted on February 24, 2026.	LS	0	\$221,584.00	\$0.00	1	\$221,584.00	6.67%
3	Install new sludge pumps as per scope detailed in Garver email of March 24, 2026 including in the marked up drawing no. 90-E-718 attached to the email. Note the following regarding this work: <ul style="list-style-type: none"> - Pumps will be furnished by Owner upon completion of procurement and fabrication. - Contractor responsible for coordinating delivery, unloading and any temporary storage of equipment that may be necessary. - Contractor responsible for coordinating testing, startup and commissioning of equipment. 	LS	0	\$28,913.00	\$0.00	1	\$28,913.00	0.87%
4	No Cost Time Extension to Complete Phase II Work	Cal Days	707	N/A	707	492	492	N/A
Subtotal Change Order Cost Items =							\$250,497.00	7.55%
Total All Amendment & Change Order Cost Items =							\$226,240.68	6.81%

	Time (Cal. Days)	Costs	
		Amounts	Percentage
Original Phase I Contract Amount	540	\$3,320,000.00	
Net Total for Previous Phase I Change Orders	167	\$67,070.00	2.02%
Net Total for Phase I Changes in Change Order No. 2	181	-\$24,256.32	-0.73%
Revised Phase I Contract Amount	888	\$3,362,813.68	101.29%
Net Total for Phase II Changes in Change Order No. 2	492	\$250,497.00	7.55%
Phase II Contract Amount	1,199	\$3,613,310.68	108.83%

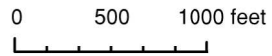


WW0326 - Norman WRF Dewatering Improvements



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.



October 31, 2025

Footprint of Norman WRF



Existing Sewer



Existing Water



Project Location




CORPORATE RESOLUTION ADOPTED BY THE BOARD OF DIRECTORS

CROSSLAND HEAVY CONTRACTORS, INC.

BE IT RESOLVED, that on the 20th day of December, 2016, the Board of Directors of Crossland Heavy Contractors, Inc., a Kansas corporation, at its annual meeting hereby adopts the following resolution:

WHEREAS, the Board wishes to authorize Justin Lillie to sign contracts, bid documents and bid bonds not to exceed Ten Million Dollars (\$10,000,000.00) on behalf of the Company.

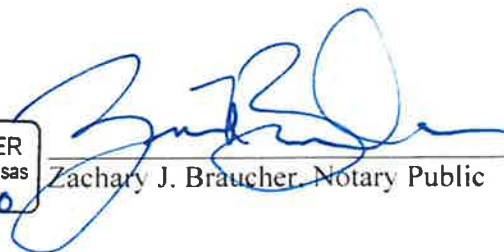

NOW THEREFORE, BE IT RESOLVED, that Justin Lillie shall be an authorized signer for Crossland Heavy Contractors, Inc.. and acting alone is hereby authorized and directed, in the name and on behalf of the Company, to enter into agreements, execute bid documents, bid bonds or any instruments, documents, and agreements relating thereto not to exceed Ten Million Dollars (\$10,000,000.00).


Mark Sell, President

ATTEST: 
Holly Rhodes, Secretary

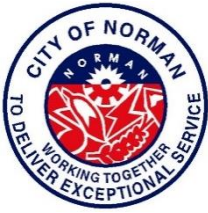
State of Kansas, County of Cherokee:

On the 20th day of December, 2016, before me the undersigned Notary Public in and for the State and County aforementioned, did personally appear Mark Sell, President of Crossland Heavy Contractors, Inc., who is personally known to me to be one and the same who executed the above as his free act and deed. In witness thereof, I have hereunto placed my hand and affixed my seal the day and year last above written.


 Zachary J. Braucher, Notary Public

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-174 AND A GRANT IN THE AMOUNT OF \$1,095.00 FROM PETCO LOVE TO BE USED BY THE ANIMAL WELFARE DIVISION OF THE POLICE DEPARTMENT AS A STIPEND FOR ADMINISTERING 365 VACCINES TO OWNED PETS AT NO COST TO RESIDENTS; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Kellee Robertson, Animal Welfare Manager

PRESENTER: Kevin Foster, Chief of Police

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-174 AND A GRANT IN THE AMOUNT OF \$1,095.00 FROM PETCO LOVE TO BE USED BY THE ANIMAL WELFARE DIVISION OF THE POLICE DEPARTMENT AS A STIPEND FOR ADMINISTERING 365 VACCINES TO OWNED PETS AT NO COST TO RESIDENTS; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

Petco Love's Vaccinated and Loved initiative is a national program launched in 2021 to increase access to lifesaving, core vaccinations for dogs and cats by providing free vaccines through animal shelters and community partners. The program focuses on preventing deadly but vaccine-preventable diseases such as parvovirus, distemper, and panleukopenia, particularly in underserved and low-income communities where access to veterinary care may be limited. By removing cost barriers to preventative care, Vaccinated and Loved helps keep pets healthy, reduces the spread of disease in shelters and the community, and supports the human-animal bond by keeping pets safely in their homes.

DISCUSSION:

The Animal Welfare Division participated in Petco Love's Vaccinated and Loved initiative, a national program designed to increase access to core vaccinations and reduce the spread of vaccine-preventable diseases among owned pets within the City of Norman. Through this partnership, Norman Animal Welfare administered 365 vaccines to owned pets at no cost to residents. Petco Love provided a \$3.00 stipend per vaccine administered to offset program-related expenses, resulting in a total award of \$1,095.00 to the Animal Welfare Division. These funds support ongoing animal health services and community-based preventative care efforts.

RECOMMENDATION No 1: Acceptance of the grant by Council, and deposit funds into Special Grant Fund, Miscellaneous Police Grant Revenue Account (226-331343), and

RECOMMENDATION No 2: Appropriate \$1,095.00 to Miscellaneous Police Grants: Other Supplies and Materials – Medical (account 22660211-43117).



April 22, 2026

Dear Petco Love Partner City of Norman Animal Welfare,

On behalf of everyone at Petco Love, we are pleased to provide you with the grant award of **\$1,095.00** These funds reflect the \$3 stipend for the total of **365** vaccines your organization ordered.

We're honored to partner with your organization to increase the number of vaccinated community pets AND reduce the spread of deadly vaccine-preventable diseases (parvovirus, distemper and panleukopenia).

All of us at Petco Love thank you for your lifesaving work that makes a difference every day for animals in need.

Chelsea Staley

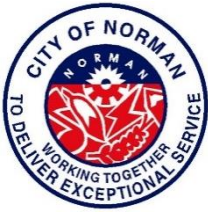
Chelsea Staley
President
Petco Love

P.S. Petco Love desires that all funds and efforts be prioritized for lifesaving, and seeks to reduce our environmental footprint. Therefore, we respectfully request that no items are mailed to Petco Love and that any thank you letters be sent by email only to partners@petcolove.org. We welcome and appreciate recognition on social media, on your website, or in other print and digital communications. We ask that this recognition thank Petco Love, Petco and/or our Petco store partners collectively rather than individual employees of Petco or Petco Love.

Petco Foundation aka Petco Love is a 501(c)(3) nonprofit, tax exempt corporation. Tax I.D. 33-0845930

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-176: BY AND BETWEEN THE CITY OF NORMAN AND L.E. MARSHALL CONSULTING, L.L.C., FOR A COMPREHENSIVE UPDATE OF THE CURRENT EMERGENCY OPERATIONS PLAN (“EOP”) FOR THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: David Grizzle, Emergency Management Coordinator

PRESENTER: Travis King, Fire Chief

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-176: BY AND BETWEEN THE CITY OF NORMAN AND L.E. MARSHALL CONSULTING, L.L.C., FOR A COMPREHENSIVE UPDATE OF THE CURRENT EMERGENCY OPERATIONS PLAN ("EOP") FOR THE CITY OF NORMAN.

BACKGROUND:

The existing Emergency Operations Plan ("EOP") for the City of Norman was adopted in October of 2003. In the FYE 26 Budget, \$79,500.00 was appropriated in Capital Outlay - Miscellaneous Other (Account No. 10664144-45799) to conduct a comprehensive update of the EOP to make the plan coordinate with current language in the Community Planning Guide 101. There have been numerous changes since the introduction of the National Incident Management System and the plan needs major modifications to meet current protocols.

DISCUSSION:

The City of Norman Fire Department Emergency Management division sent out a Request For Proposal (RFP-2526-6) detailing the requirements of the update. Proposals were received and reviewed by staff. It was determined that the proposal from L.E. Marshall Consulting, LLC, was the best proposal received.

The Agreement lasts for one year, or until project completion, whichever occurs first. The Agreement establishes the L.E. Marshall Consulting, LLC shall provide professional consulting services pursuant to the timelines and deliverables outlined in the RFP to complete the comprehensive update of the EOP, in exchange for payment by the City of \$61,232.50. This process will require stakeholder meetings, as well as planning, meetings, and trainings with all City departments.

RECOMMENDATION:

Staff recommends that City Council approve Contract K-2526-176 in the amount of \$61,232.50 with L.E. Marshall, L.L.C., for a comprehensive update to the current EOP.

**AGREEMENT FOR PROFESSIONAL SERVICES
FOR THE CITY OF NORMAN**

This Agreement is entered into between The City of Norman (“City”) and L.E. Marshall Consulting, LLC (“Contractor”) for the following reasons:

1. The City requires a comprehensive update to the current Emergency Operations Plan (“EOP”) for the City of Norman (the “Services”); and,
2. Contractor is prepared to provide the Services as outlined in: 1) the proposal submitted April 23, 2026, attached and included herein and made a part hereof, as Exhibit “A” to this Agreement, and 2) the City’s RFP No. 2526-6 on file in the office of the City Clerk of the City of Norman and made part of this Agreement as if fully written in detail herein or attached thereto.

In consideration of the promises contained in this Agreement, the City and Contractor agree as follows:

ARTICLE 1 - EFFECTIVE DATE AND TERM

The effective date of this Agreement shall be the 9th day of June, 2026 and shall extend for one year thereafter, or until the Services have been completed, whichever occurs first.

ARTICLE 2 - GOVERNING LAW

This Agreement shall be governed by the laws of the State of Oklahoma. Any actions brought under the terms of this Agreement shall be heard in the United States District Court for the Western District of Oklahoma or in the District Court of Cleveland County, Oklahoma.

ARTICLE 3 – PAYMENT

The City shall pay Contractor for the Services provided under this Agreement in the amount of Sixty-One Thousand, Two Hundred Thirty-Two Dollars and Fifty Cents (\$61,232.50), as represented in Contractor’s proposal submitted April 23, 2026, attached hereto as Exhibit “A”.

ARTICLE 4 – PERFORMANCE AND 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. In terms of the standard of excellence, 100% excellence in compliance and in the work performed shall be the standard.

ARTICLE 5 – INDEMNIFICATION AND LIABILITY

Indemnification. Contractor agrees to defend, indemnify, and hold harmless the City, its officers, agents, and employees, from and against any and all liability, loss, damage, cost and expense (including attorney’s fees and accountants fees) caused by an error, omission, or negligent act of Contractor in the performance of the Services under this Agreement. The City agrees to defend, indemnify and hold harmless Contractor, its officers, agents and employees, from and against

any all liability, loss, damage, cost and expense (including attorney’s fees and accounts’ fees) caused by an error, omission, or negligent act of the City in the performance under this Agreement, provided such indemnification shall be applicable only to the extent sovereign immunity has been waived pursuant to Oklahoma law. Contractor and the City each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of such claims. The acceptance by the City or its representatives of any certification of insurance providing for coverage other than as required in this Agreement to be furnished by Contractor shall not in any event be deemed a waiver of any action, right, or remedy otherwise available to the City under Oklahoma law.

Survival. The terms and conditions of this Article shall survive completion of the Services, or any termination of this Agreement.

ARTICLE 6 – INSURANCE

During the performance of the Services under this Agreement, Contractor shall maintain Worker’s Compensation insurance in accordance with State Laws and Employer’s Liability insurance in the following amount, pursuant to State Law:

- (a) Property Damage Liability.—Limits shall be carried in the amount of not less than seventy-five thousand dollars (\$75,000.00) to any one person for any number of claims for damage to or destruction of property including but not limited to consequential damages arising out of a single accident or occurrence.
- (b) All Other Liability—In an amount not less than one hundred twenty five thousand dollars (\$250,000.00) for claims including accidental death, personal injury, and all other claims to any one person out of a single accident or occurrence.
- (c) Single Occurrence of Accident Liability—in an amount not less than one million dollars (2,000,000.00) for any number of claims arising out of a single occurrence or accident.

These insurance policies shall be issued by a company approved by the City. The City shall be furnished with a Certificate of Insurance which shall provide that such insurance shall not be changed or canceled without ten (10) business day’s prior written notice to the City. Certificates of Insurance shall be delivered to the City prior to the commencement of the Agreement.

ARTICLE 7 – TERMINATION

This Agreement may be terminated by either party upon thirty (30) days written notice to the other party.

ARTICLE 8 – NOTICES

Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

CITY:

David Grizzle

K-2526-176

Emergency Management Coordinator
415 E Main St.
Norman, OK 73069
405-307-7218
David.grizzle@normanok.gov

CONTRACTOR:

Lauree Beth Marshall
900 Garth Brooks Blvd. #851311
Yukon, OK 73085
405-808-7827
laureebeth@lemllc.com

Nothing contained in this Article shall be construed to restrict the transmission of routine communication between representatives of the City and Contractor.

ARTICLE 9 – DISPUTES

In the event of a dispute between the City and Contractor 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 10 –NONDISCRIMINATION

Contractor agrees that it, or any of its subcontractors, will not discriminate against any persons on the basis 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.

ARTICLE 11 – NON-WAIVER

No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity. Further, any waiver by either the City or Contractor 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 further breach.

ARTICLE 12 – ENTIRE AGREEMENT; AMENDMENTS

This Agreement, including Exhibit "A", the proposal submitted by Contractor on April 23, 2026, and the City's RFP No. 2526-6, both incorporated by reference, represents the entire and integrated agreement between the City and Contractor. It supersedes all prior and

contemporaneous communications, representations, and agreements, wither oral or written, relating to the subject matter of this Agreement. This Agreement may not be amended or modified, except in writing, signed by each of the parties hereto.

ARTICLE 13 – SEVERABILITY

If any provision of this Agreement is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

ARTICLE 14 – ASSIGNMENT

Neither the City nor Contractor shall assign any rights or duties under this Agreement without the prior written consent of the other party.

ARTICLE 15 – NO THIRD PARTY RIGHTS

The Services provided for in this Agreement are for the sole use and benefit of the City and Contractor. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and Contractor.

ARTICLE 16 – BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

[Signatures on following page.]

K-2526-176

IN WITNESS WHEREOF, the City and Contractor have executed this Agreement as of the Effective Date.

L.E. MARSHALL CONSULTING, LLC:

By: Lauree Beth Marshall

Name: Lauree Beth Marshall

Title: President or Managing Member

STATE OF Oklahoma COUNTY OF Canadian SS:

Before me, the undersigned, a Notary Public in and for said County and State, on this 26th day of May 2026, personally appeared Lauree Beth Marshall to me known to be the identical person who executed the foregoing, and acknowledged to me that she executed the same as her free and voluntary act and deed for the sue and purposes therein set forth.

WITNESS my hand and seal the day and year last above written,

Notary Public: Jerri A Rose

My commission: 21009597



THE CITY OF NORMAN:

By: _____
Mayor

ATTEST:

City Clerk

Approved as to form and legality this 3rd day of June 2026.

[Signature]
City Attorney

EXHIBIT A

K-2526-176



April 23, 2026

Attn: David Grizzle, Fire Department
 City of Norman
 415 E. Main St.
 Norman, OK 73069

Re: Request for Proposal (RFP 2526-6), A comprehensive update for the City of Norman's Emergency Operations Plan (EOP)

Dear Mr. Grizzle,

Thank you for the opportunity to submit this proposal to update the City of Norman's EOP. To ensure that all requirements are discussed, this proposal will follow the Ranking Criteria outline as recommended in the RFP FAQ provided on the City of Norman's website.

1. Understanding Project Requirements

Based on the RFP and FAQs, I understand that a comprehensive EOP is needed by the city within a 6-month timeframe. As part of the planning process, meetings with each department will be required to assess the vulnerabilities, critical infrastructure, dependencies, and cascading effects of events. Working closely with the City of Norman Emergency Management, we will determine the final number of meetings, and also utilize the existing emergency management plans to integrate all necessary information into the EOP. The meetings will include discussion of the hazard and vulnerability analysis (HVA) and risk assessment. Training for city personnel as it pertains to NIMS/ICS leadership framework will be implemented through the planning process. I propose an overview training of the NIMS/ICS framework for employees who have little to no experience with it OR a table-top exercise where all designated personnel would be required to participate. The table-top exercise emphasis would be decided upon once planning has begun and as noted in the RFP, would be scheduled during Phase 5 or weeks 21-24. The results of this table-top would also be integrated into the final EOP.

2. Reputation and Experience

Since starting my business in 2020, I have worked with emergency management departments in over 20 counties across Oklahoma, including Cleveland County Emergency Management in 2024-2025 on the update for the Hazard Mitigation Plan Update 2025. In that update, I worked with the City of Norman to enhance the Dam Failure portion to a "High-Hazard Potential Dam Amendment." At the time of submitting this proposal, I have worked with over 200 jurisdictions over the past 6 years. As shown below in the list of clients, my services not only strive to deliver thorough plans, I routinely deliver completed projects in the timeline specified by the client, ranging from 4 months to 12 months.

I am located in Yukon, OK, only 34 miles from the City of Norman.

A partial list of clients are as follows and various approval timeframes are provided.

- Custer County: Multi-jurisdictional EOP and HMP. The EOP was completed within a 6-month timeframe and incorporated both community lifelines and ESF format. The HMP was completed within a 12-month timeframe. (2024-2025)
- Checotah Public Schools: A single jurisdiction hazard mitigation plan, completed in 4 months, and FEMA approved. Entire plan written, submitted, and approved in 10 months.



- Canadian County: A multi-jurisdictional plan, completion deterred by pandemic delays (November 2019 to June 2021), reviewed by FEMA in 3 weeks (June 2021-July 2021); approved pending adoption with a 72-hour turnaround to complete recommended changes.
- Pottawatomie County: A multi-jurisdictional plan completed in 6 months (November 2020-May 2021), reviewed by FEMA in 3 weeks; approved pending adoption with a 72-hour turnaround to complete recommended changes.
- City of Shawnee: High Hazard Potential Dam Amendment. An amendment to the Pottawatomie County HMP. (August 2022-December 2022)
- Murray County: A multi-jurisdictional plan, expedited timeline of 6 months. (January 2023 to July 2023.)
- City of Yukon: A city/school hazard mitigation plan on an expedited timeline of 6 months. (December 2023-June 2024) The approval process took around 3 months.

3. Methodology and Project Management

I typically coordinate with the emergency manager and other city personnel to develop a strategy for the meetings. I am familiar with the **national standards** outlined in CPG 101.3, NIMS, and HSEEP for EOPs as well as hazard mitigation planning. According to the RFP, focus will be on ensuring that appropriate training and coordination with all city departments will be required to assign the best roles within each department to the NIMS/ICS roles. This will ensure that each department has the ability to discuss any gaps and cascading risks that either exist or could exist in various emergency situations. Thorough discussions with city departments will also inform better risk assessments that will be conducted throughout the EOP planning meetings, as each department will be acutely aware of the particular vulnerabilities under their purview. Discussions would also include identifying risks and actionable items associated with cybersecurity threats, climatological changes, active shooter events, changes in population, and anticipated growth of Norman.

I would anticipate a minimum of six (6) **in-person meetings** with all city departments, that reflect the six (6) phases outlined in the RFP. I would also anticipate a minimum of one (1) meeting with each individual department to fully discuss the operations and responsibilities of each to enhance the choice of personnel role within the NIMS/ICS framework and leadership. Since I am located in Yukon, OK, the number of in-person meetings can be decided upon with the emergency management personnel, and I would anticipate using phone calls and emails for brief clarification questions throughout the planning process. Virtual meetings will be utilized upon the discretion and collaboration of the city personnel.

As far as **stakeholder engagement** is concerned, I am aware that the City of Norman has a strong outreach with the community and if public involvement were needed on specific points, I have the ability to publish a public survey if needed. Community stakeholders, such as the Cleveland County Emergency Management, OU Emergency Management, Norman Public School administration, City of Moore, City of Oklahoma City, City of Noble, National Guard, Absentee Shawnee and Citizen Potawatomi Nation, any local VOAD outreach with faith-based organizations, and any other community partners, such as the Westheimer Airport, National Weather Service, or the Moore-Norman Technology Center, would be identified upon the advisement of the emergency management and other city personnel. This is certainly not a set list, but merely initial suggestions based on my knowledge of the communities immediately adjacent to the City of Norman or in close proximity. The purpose of a stakeholders' meeting would be to discuss resources and establish any formal Memorandums of Understanding (MOU) needed or simply update the existing MOUs. If the stakeholders are needed instead as collaborators of a full-scale exercise, that would be a decision for the city to determine. However, both of those options would complement the development of the city's new EOP.



The RFP FAQ also mentioned integrating the city's existing emergency plans into the updated EOP. I would **incorporate the jurisdictions' existing plans**, from the Stormwater Master Plan, all dam emergency action plans as applicable, the city's evacuation plan, and any other existing plans to ensure a comprehensive EOP and to enhance the risk assessments associated with developing the EOP with a basic framework of a Continuity of Operations plan, as noted in the RFP and FAQ. Not using these plans could result in missing vulnerabilities.

4. Qualifications of Key Personnel

I am the sole writer of the emergency management plans. Previously, I served as the Cleveland County Deputy Director from April 2017 to January 2020, and one of my main responsibilities included updating the Cleveland County Hazard Mitigation Plan (HMP). In that position, I took required ICS courses 100, 200, 300, 400, 700, 800. I also completed ICS All-Hazards Planning Section Chief training, and additional ICS courses, mostly related to planning, debris management, and cybersecurity. Over the past 6 years, I have participated in FEMA and state level webinars to maintain a current understanding of the latest guidance as it becomes available. As noted in the FAQs, I have the necessary workers' comp and commercial general liability insurance, as well as auto insurance.

5. Local Understanding and Availability

As mentioned above, I am local to the Oklahoma City metro and live in Yukon, OK. Since I have worked with all municipalities and school districts in Cleveland County as it pertained to the Cleveland County HMP Update, I have an understanding of the needs and concerns of Cleveland County as a whole. These discussions included Norman, OU, and the Norman Public Schools, and I am familiar with the natural hazards of the area, the stakeholders of the community, and some of the nuanced concerns within Norman itself. As a growing city, the needs of the community are changing.

Timeline:

While I believe the 6-month timeline outlined in the RFP is doable, the FAQs mentioned the potential for an alternative timeline could be considered. I would suggest an additional 4-8 weeks to the timeline to account for any departmental meetings that get rescheduled due to unforeseen events. Or, that an assessment with emergency management at week 13 would determine if an additional 4-8 weeks would be helpful in producing the EOP.

Proposal:

- **\$60,000.00 for the planning fee**
- **\$1,232.50 for mileage (Current IRS rate of \$0.725/mile x 25 round-trips (68 miles))**
- **Total package: \$61,232.50**
- **Payment schedule:** The percentages and payment schedule outlined in the FAQ are acceptable.
- **Deliverables:** Final EOP in Word and PDF format with printing being the responsibility of the city. Final EOP would include an executive summary and quick reference guide.

Here are a few references, and if you need more, I will gladly provide them.

References:

George Mauldin, Cleveland County Director of Emergency Management & Safety
 Phone: 405.350.2702
 Email: gmauldin@clevelandcountyoak.com



Gary Jones, City of Altus City Manager
Phone: 580.481.2202
Email: gjones@altusok.gov

Hardy Sperle, Custer County Director of Emergency Management & Safety
Phone: 580.331.9536
Email: custerem@gmail.com

It would be a privilege to work with the City of Norman. Please let me know if you need more information.

Sincerely,
Lauree Beth Marshall

A handwritten signature in blue ink that reads 'Lauree Beth Marshall'.

L.E. Marshall Consulting, LLC
900 Garth Brooks Blvd. #851311
~~Yukon~~, OK 73085
Phone: 405.808.7827
Email: laureebeth@lemcllc.com
Website: www.lemcllc.com

REQUEST FOR PROPOSALS
EMERGENCY MANAGEMENT CONSULTANT SERVICES
RFP 2526-6



Responses Due

April 24, 2026
5:00pm

City of Norman
Fire Department
ATTN: David Grizzle
415 E. Main St.
Norman, Oklahoma 73069

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I. Overview

The City of Norman seeks a consultant to provide professional services for the review and update of the City's Emergency Operations Plan (EOP) and assistance with training and other requisite implementation of the finalized plan. The City's current EOP was written by the City's Emergency Management Coordinator in 2004 following the Master County Concept. Because the Emergency Management Division and EOP is housed in the City's Fire Department, the selection of the consultant and main coordination will be through the Fire Department, with city wide departmental coordination and collaboration through the development of the updated EOP.

II. City Background

The City of Norman is located directly south of Oklahoma City, is on both the east and west sides of US Interstate 35 as well as both to the north and south of state numbered Highway 9, and spans nearly 190 square miles. The City of Norman is the county seat of Cleveland County with a population of 130,046, pursuant to 2023 Census data, making it the third most populous city in Oklahoma. The City of Norman is also home to the University of Oklahoma and Lake Thunderbird. The City of Norman is a full-service municipality operating water, sewer, waste, and stormwater utility services, emergency response services through the Norman Police Department and Fire Department, comprised of nine stations, and municipal court services. For additional information about the City of Norman, visit the City's website at <https://www.normanok.gov/>.

III. Requirements

A. Submission Requirements

The selected consultant shall produce a professional document, which will include (but not be limited to):

1. Project Overview

This project involves a comprehensive review, revision, and update of the current Emergency Operations Plan (EOP) to ensure alignment with current best practices, legal and regulatory requirements (e.g., FEMA's CPG 101 v3, NIMS, ICS), organizational changes, and lessons learned from recent incidents and exercises.

2. Objectives

- Assess the current EOP's strengths and weaknesses.
- Ensure compliance with federal, state, and local emergency management guidelines.
- Integrate new threats and hazards, including pandemics, cyber incidents, climate-related disasters, and active shooter events.
- Improve interoperability and coordination with stakeholders and partner agencies.
- Produce a final, actionable, and accessible EOP that guides effective emergency response.

3. Scope of Services

The contractor/consultant shall perform the following tasks:

Phase 1: Project Initiation (Weeks 1-3)

- Review existing EOP and annexes.
- Conduct a kickoff meeting with stakeholders sharing project scope, goals, and objectives.
- Develop a detailed project plan and timeline.
- Identify key personnel, points of contact, and stakeholder groups.

Deliverables:

- Meeting agenda and notes
- Roster of attendees and planning team

Phase 2: Risk Assessment & Hazard Analysis (Weeks 4-8)

- Conduct a gap analysis comparing current EOP with national standards (e.g., CPG 101 v3, NIMS, HSEEP).
- Conduct a hazard and vulnerability analysis (HVA) including evaluating critical infrastructure and dependencies as well as community and organizational risks.
- Review after-action reports (AARs) from events and recent drills/exercises.

Deliverables:

- Gap analysis and HVA reports including recommendations

Phase 3: Stakeholder Engagement (Weeks 9-12)

- Develop stakeholder engagement plan to include preliminary data collection activities with internal and external stakeholders.
- Facilitate a planning team to guide EOP development and define plan format and annex framework (Basic Plan, Functional Annexes, and Hazard-Specific Annexes) taking into consideration Emergency Support Functions (ESFs) and Community Lifelines.

Deliverables:

- Stakeholder engagement plan and timeline
- Roster of partners

Phase 4: Plan Development (Weeks 13-20)

- Update/Develop the Basic Plan, Functional Annexes, and Hazard-Specific Annexes, which include integration of continuity of operations (COOP), communications, logistics, evacuation, mass care, and recovery elements.
- Align roles and responsibilities with ICS/NIMS structures.

- Finalize data collection activities including interviews, workshops, and/or surveys with emergency services, public health, utilities, schools, and other partners.

Deliverables:

- Stakeholder engagement summary report
- Draft EOP

Phase 5: Review and Revision (Weeks 21-24)

- Circulate draft EOP and conduct stakeholder review sessions.
- Facilitate a review workshop or tabletop exercise with emergency services, public health, utilities, schools, and other partners to assess cross-functional coordination and validate assumptions and procedures as defined in the Plan and Annexes.
- Incorporate feedback and finalize updates to the plan.

Deliverables:

- Plan validation materials
- Summary of feedback and changes to draft EOP

Phase 6: Approval and Adoption (Weeks 25-26)

- Submit Final EOP in editable (e.g., Word) and final (PDF) formats.
- Provide an executive summary and quick-reference guide.
- Conduct a briefing/training session on EOP updates for leadership and staff.

Deliverables:

- Final EOP in formats as specified
- Executive summary and quick-reference guide
- Training materials and presentation

4. Assumptions

- Organization will provide access to existing EOPs, AARs, personnel, and data as needed.
- Stakeholders will be available for interviews and review sessions.
- Final approval and adoption will be conducted by the designated authority (e.g., Emergency Manager, CEO, or City Council).

Questions regarding the proposals should be directed to David Grizzle, at 405-307-7190 or david.grizzle@normanok.gov. No inquiries will be received after April 17, 2026. The questions should cite the section of the RFP needing clarification. Responses to the questions will be posted by April 21, 2026 at <https://www.normanok.gov/businesses/bids-rfps-rfqs>.

B. RFP Criteria

1. Proposals submitted in response to this RFP-2526-6 will be accepted at Norman Fire Administration ATTN: David Grizzle, 415 E. Main St., Norman, Oklahoma 73069 until 5:00pm April 24, 2026. Responses received after this time will not be accepted.
2. A response to this RFP should not be deemed to be construed as a contract or an indication of a commitment of any kind on the part of the City of Norman, nor to any obligation for costs incurred in the preparation in response to the RFP. The selected consultant will be required to enter into a contract with the City of Norman following selection of its proposal and prior to commencement of services.
3. *Authorized Signatures.* When submitting proposals, corporate entities are required to comply with Oklahoma State law regarding authorized signatures.

The City of Norman requires that a proposal be signed by a duly authorized corporate official with authority to bind the interested party by the proposal as stated in Oklahoma State statute, "...signed by the chair or vice chair of the Board of Directors, or the President, or by a Vice President, and attested by the Secretary or an Assistant Secretary; or by officers as may be duly authorized to exercise the duties..." 18 O.S. § 22.

However, should some other official with the corporation sign, such as a secretary signing a document, such signature needs to be accompanied by a certificate or a copy of a resolution adopted by the Board setting forth the authority of that individual to execute a contract.

With respect to limited liability corporations, every manager is an agent of the company for the purpose of business and binds the limited liability company. Therefore, instruments and documents shall be valid and binding upon the limited liability company if executed by one or more of its managers. 18 O.S. § 32

As set forth above, when submitting proposals, certification adhering to the state statutes should accompany documents being submitted for consideration.

4. *Prohibited interest.* No member, officer, employee of the City of Norman, or member of its governing body during his or her tenure, or one (1) year thereafter, shall have any interest, direct or indirect, in any resultant contract or the proceeds thereof.
5. *Equal Employment Opportunities.* In connection with this proposal, the consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, being disabled, or disadvantaged person, or a Veteran, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the consultant.

6. *Affidavits*. In accordance with State law, the consultant must submit a certificate of non-discrimination and non-collusion affidavit with this proposal to be considered. Failure to submit these affidavits may render the proposal incomplete and thus eliminate the consultant from further consideration.
7. *Insurance Requirements*. The consultant(s) chosen for this project shall work with the City on appropriate insurance coverage requirements during the contract negotiation process.

IV. Evaluation and Selection

A. Evaluation Criteria

A selection committee will review and score proposals submitted prior to the deadline. The City reserves the right to request additional information from proposers submitting qualifications. The City reserves the right to reject any or all qualifications and the right, in its sole discretion, to accept the qualifications it considers most favorable to the City's interest. The City further reserves the right to reject all qualifications and seek new qualifications when such procedure is deemed reasonable and in its best interest.

The criteria for evaluating the qualifications and selecting a consultant will focus on:

- The consultant's specific approach to the project. Although the City has identified the general nature of services required, the consultant is encouraged to provide any additional innovative approach or methodology to provide the requested services.
- Capabilities and previous experience in comparable projects of this type and the specialized experience and technical competence of the consultant.
- Past record of performance on contracts with other governmental agencies or on similar projects, including such factors as quality of work, control of costs, and ability to meet established schedules.
- Capacity of the personnel to perform the work in a timely manner.
- Qualifications of individuals who will have direct involvement in tasks on this project.

B. Ranking Criteria

Proposals will be scored according to the following criteria with a maximum score of 100 points:

1. Understanding Project Requirements (Point Range 0-25)
 - Evaluation of the proposals responsiveness to the specific requirements outlined in the submission requirements.
 - Clarity and completeness of the proposal and consultant's approach to enhancing the emergency response plan and implementation/training.
2. Reputation and Experience (Point Range 0-20)
 - Assessment of consultant's previous experience and success in managing similar emergency management projects.

- Quality and relevance of references.
3. Methodology and Project Management (Point Range 0-20)
 - Suitability of proposed methodology for achieving project objectives within the specified timeline.
 - Quality of the project management plan, including risk identification and mitigation strategies.
 4. Qualifications of Key Personnel (Point Range 0-20)
 - Education, experience, and qualifications of the project manager and key staff assigned to the project.
 - Relevance of the team's skills and previous collaborative experiences to the project submission requirements.
 5. Local Understanding and Availability (Point Range 0-15)
 - Demonstrated understanding of Norman community and its specific emergency management needs.
 - Proximity and availability of personnel/consultant's office.

[Remainder of Page Intentionally Left Blank]

V. Affidavits

A. CERTIFICATION OF NONDISCRIMINATION

In connection with the performance of work under this contract, the contractor agrees as follows:

- A. The contractor agrees not to discriminate against any employee or applicant for employment 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. The Contractor shall take affirmative action to ensure that employees are treated without regard to their 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. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor and Subcontractor shall agree to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provisions in this section.

- B. In the event of the Contractor's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The Contractor may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the Contractor.

- C. The Contractor agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

I have read the above stated clause and agree to abide by its requirements.

By: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____, 2026.

Notary Public

My commission expires: _____

B. NON-COLLUSION AFFIDAVIT

STATE OF _____)

COUNTY OF _____)

_____, of lawful age, being first duly sworn on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any government official or employee as to quantity, quality, or price in the prospective contract, of any other terms of said prospective contract; or in any discussions between bidders and any government official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Norman (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

SIGNED: _____

Subscribed and sworn to before me this _____ day of _____, 2026.

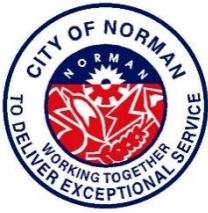
Notary Public

My Commission Expires: _____

My Commission Number: _____

File Attachments for Item:

18. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-148: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING FUNDS IN THE AMOUNT OF \$12,380.13, FROM THE GENERAL FUND, REFUNDS AND REIMBURSEMENTS ACCOUNT TO THE PORTER & ALAMEDA AVENUE INTERSECTION REPAIR PROJECT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Paul D'Andrea, Capital Projects Engineer

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-148: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING FUNDS IN THE AMOUNT OF \$12,380.13, FROM THE GENERAL FUND, REFUNDS AND REIMBURSEMENTS ACCOUNT TO THE PORTER & ALAMEDA AVENUE INTERSECTION REPAIR PROJECT.

BACKGROUND:

The Porter Avenue Corridor from Robinson Street south to Alameda Street along with the intersection of Porter Avenue and Acres Street, has been the subject of much discussion and study over the years, due to concerns over traffic and pedestrian safety.

In 2010, Ochsner Hare & Hare, prepared a Porter Avenue Corridor Study which sought to analyze the area and provide a vision for future improvements to the corridor.

An evaluation of traffic control needs revealed that traffic volumes have reached levels that justify the installation of a new traffic signal at Porter Avenue and Acres Street. Approximately 20,000 vehicles pass through the intersection every day. An aerial photograph of the two 2019 Bond projects within the Porter Avenue Corridor is included in the exhibits to this agenda item.

On April 2, 2019, the citizens of Norman voted in favor of a bond issue to finance the local share of nineteen transportation improvement projects. Two of the nineteen 2019 bond projects are the Porter Avenue and Acres Street Intersection Bond Project and the Porter Avenue Streetscape Bond Project. The Porter Avenue Streetscape Bond Project consists of design and construction of streetscape elements along the Porter Avenue corridor between Robinson Avenue on the north and Alameda Street on the south. Proposed improvements include:

- New sidewalks
- Driveway consolidation or elimination (access management)
- Decorative roadway and pedestrian lighting
- Landscaping
- New curb and gutter
- Street furniture (e.g., benches, trash receptacles, ash urns, etc.)

The Porter Avenue and Acres Avenue Intersection Project began construction in November of 2020. The Porter Avenue Streetscape project was approved to receive federal funds to aid in the construction costs and bid in October of 2022. The Porter Avenue Streetscape Project was completed by SAC Services, Inc. in spring of 2025.

DISCUSSION:

On November 5, 2025, a driver for Coca-Cola cut the corner at Porter Avenue and Alameda Street, striking and damaging the new decorative place-making monument sign at that corner. Coca-Cola contacted the City and turned the incident over to their insurance agency to cover the cost of repairing the monument.

Since the monument was a custom designed structure, only the original manufacturer could make the repairs. The manufacturer assessed the damage and determined that the monument would have to be replaced and could not be repaired to match the original exactly. The manufacturer quoted \$12,380.13 for the replacement.

On April 6, 2026, the City received payment from Safety National insurance for the claim. The check for \$12,380.13 was deposited into the City's General Fund, Refunds – Reimbursements (Account No. 109-364251). This resolution is to transfer these funds into Porter & Alameda Intersection Repair (Project TC0288, Account No. 50594403-46101 Construction), so that the new monument can be ordered to replace the damaged one.

RECOMMENDATION:

Staff recommends approval of Resolution No. R-2526-148, transferring funds from the General Fund, Refunds - Reimbursements (Account No. 109-364251), to Porter & Alameda Intersection Repair (Project TC0288, Account No. 50594403-46101 Construction), in the amount of \$12,380.13 for the repair of the Porter Avenue and Alameda Street monument sign.

R-2526-148

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING FUNDS IN THE AMOUNT OF \$12,380.13 FROM THE GENERAL FUND ACCOUNT TO THE PORTER AVEUE STREETSCAPE 2019 BOND PROJECT CONSTRUCTION ACCOUNT.

- § 1. WHEREAS, the Porter Avene Corridor between Robinson Street and Almeda Street has been the subject of extensive planning and study to address traffic and pedestrian safety concerns, including the preparation of the Porter Avenue Corridor Study in 2010; and
- § 2. WHEREAS, on April 2, 2019, the voters of the City of Norman approved transportation bond projects that included the Porter Avenue and Acres Street Intersection Project and the Porter Avenue Streetscape Project, resulting in significant corridor improvements and the installation of decorative streetscape features; and
- § 3. WHEREAS, the Porter Avenue Streetscape Project was completed in the spring of 2025 and included the construction of decorative place-making monuments and other enhancements designed to improve the appearance and functionality of the corridor; and
- § 4. WHEREAS, a monument sign located at the intersection of Porter Avenue and Alameda Street was damaged in a vehicle accident on November 5, 2025, and the City subsequently received insurance proceeds in the amount of \$12,380.13 to replace the damaged monument and restore the streetscape improvement.

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

- § 5. That the following transfer of funds be approved for the reasons stated above.

<u>Losing Account</u>	<u>Gaining Account Number</u>	<u>Amount</u>
General Fund Account Number: 109-364251	Porter Avenue Streetscape Project Construction Account Account Number: 40594019-46101	\$12,380.13

PASSED AND ADOPTED this 9th day of June 2026


Mayor, Stephen T. Holman

ATTEST:

City Clerk



MEMORANDUM

DATE: April 6, 2026
TO: Clint Mercer, Director of Finance
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery
Incident Report: (none); Incident Date: 11/5/25

On November 5, 2025, damage was sustained to a cast stone monument located at the intersection of Porter Avenue and Alameda Street. The responsible party was identified as Coca-Cola Southwest Beverages.

Attached is a check from Safety National insurance in the total amount of \$12,380.13 to cover damage costs.

Please advise if further information is needed regarding this incident.

Attachment

cc: Scott Sturtz, Director of Public Works
Paul D'Andrea, Capital Projects Engineer
Tim Miles, City Engineer
David Riesland, Transportation Engineer

Jamie Vaughn, Treasury Support Supervisor
Ryan Riddel, Assistant City Attorney

Item 18.

CITY OF NORMAN
PO BOX 370
NORMAN OK 73070

CLAIMANT:
/CITY OF NORMAN

ACCOUNT NAME:
CDCA-COLA SOUTHWEST BEVERAGES

EXPLANATION OF PAYMENT

Property Damage Liability - Insurers Interest \$12380.13
TOTAL PAID \$12380.13

CAST STONE MONUMENT DOL 11/5/25

DATE
03/24/26

TWELVE THOUSAND THREE HUNDRED EIGHTY AND 13/100

PAY: \$***12,380.13

31EF

PAY TO THE ORDER OF
CITY OF NORMAN
PO BOX 370
NORMAN OK 73070



Vital Signs of Oklahoma

3728 E. 2nd St. Suite A
 Edmond, OK 73034
 Ph: (405) 348- 7227
 FAX: (405) 330- 0575
 Web: vitalsignsok.com

Created Date:	12/3/2025 3:41:25PM	Prepared For:	City of Norman
Salesperson:	House Account	Contact:	Paul D'Andrea
Email:		Office Phone:	(405) 366-5319
Office Phone:	(405) 348- 7227	Office Fax:	(405) -
Office Fax:	(405) 330- 0575	Email:	paul.dandrea@normanok.gov
Entered by:	Adam McClain	Address:	225 North Webster Ave Norman, OK 73069

Description: Cast Stone Monument

		Quantity	Unit Price	Subtotal
1	Product: Custom Fabricated Sign Description: DRY TAMP cap cap 4 1/2"x33"x10" 1 panel side panel 28"x12 1/2"x8" 1 cap cap 7"x24"x24" 1 caststone top 15"x7"x18" 4 caststone bottom 15"x7"x18" 4 tlg tooling	1	\$8,850.00	\$8,850.00

		Quantity	Unit Price	Subtotal
2	Product: Installation Description: Removal of Damaged Cast Stone Monument and Installation of New Cast Stone and Install Existing Dimensional Lettering	1	\$2,800.00	\$2,800.00

Estimate Total:	\$11,650.00
Subtotal:	\$11,650.00
Taxes:	\$730.13
Total:	\$12,380.13
Deposit Required:	\$6,190.07

Payment Terms: Balance due upon receipt. A 5% service fee will be applied monthly for any bills over 30 days!

Client Reply Request

Estimate Accepted "As Is". Please proceed with Order.

Other: _____

Changes required, please contact me.

SIGN: _____ Date: / /

Print Date: 12/3/2025 3:42:25PM

SYSTEM\Estimate_Estimate01

We appreciate your business!

File Attachments for Item:

19. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-150: REQUESTING FEDERAL RAILROAD ADMINISTRATION CONSOLIDATED RAIL INFRASTRUCTURE AND SAFETY IMPROVEMENTS (CRISI) FUNDING FOR THE DESIGN OF A GRADE SEPARATION ON TECUMSEH ROAD AT THE BNSF RAILROAD CROSSING.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 6/9/2026

REQUESTER: David Riesland, Transportation Engineer

PRESENTER: Scott Sturtz, P. E., Public Works Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-150:
REQUESTING FEDERAL RAILROAD ADMINISTRATION CONSOLIDATED RAIL INFRASTRUCTURE AND SAFETY IMPROVEMENTS (CRISI) FUNDING FOR THE DESIGN OF A GRADE SEPARATION ON TECUMSEH ROAD AT THE BNSF RAILROAD CROSSING.

BACKGROUND:

The Consolidated Rail Infrastructure and Safety Improvements (CRISI) funding program provides funding for the design and/or construction of improvements to the railway system. The program is designed to improve America rail assets by funding projects that enhance safety, reduce the State of Good Repair backlog, improve performance, and/or expand or establish new service if an eligible applicant is involved. Specifically, the program is designed to strengthen local economies, improve quality of life, protect the natural environment, and enhance transportation infrastructure. The current Notice of Funding Opportunity is open through June 22, 2026.

DISCUSSION:

The Tecumseh Road crossing of the BNSF Railroad was first identified as a potential project in a specific plan when the City of Norman approved its first Comprehensive Transportation Plan (CPT) in May of 2014 and was also included in the 2025 CPT Update. This specific grant application will be co-sponsored by the City of Norman and the BNSF Railway Company. As the application progresses toward completion, it is anticipated that additional co-applicants may be identified. This application would lay the groundwork necessary for a future application aimed at securing funding necessary for the construction of this important bridge. The critical importance of this bridge was thrust to the forefront by the Norman Regional Hospital System to abandon the hospital facility on Porter Avenue in favor of a single facility on Tecumseh Road. This decision has created a situation where train blockages at the Tecumseh Road crossing could now have distinct, life-threatening consequences.

A Notice of Funding Opportunity is currently open with an anticipated close date of no earlier than June 22 2026. For this call, staff will be collaborating on a project to design the grade

separation on Tecumseh Road at the BNSF Railroad crossing.

If the city is successful in receiving a grant, City Council must consider acceptance of the grant and entering into an agreement with the Federal Railroad Administration and BNSF as well as any other co-applicants identified during the completion of the grant application. The City of Norman would be eligible to apply for construction funding of the grade separation at a future date to be determined.

RECOMMENDATION:

Staff recommends approval of Resolution No. R-2526-150 requesting CRISI grant funding to provide 80% of the anticipated \$1,800,000 design costs for the design of a grade separation on Tecumseh Road at the BNSF Railroad Crossing in Norman.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF
NORMAN, OKLAHOMA, PROGRAMMING
CONSOLIDATED RAIL INFRASTRUCTURE
IMPROVMENTS (CRISI) FUNDS FOR THE DESIGN OF A
GRADE SEPARATION ON TECUMSEH ROAD AT THE
BNSF RAILROAD CROSSING.**

- § 1. WHEREAS, Federal Consolidated Rail Infrastructure Improvements (CRISI) set-aside funds have been made available for the design and/or construction of eligible projects; and
- § 2. WHEREAS, the Council of the City of Norman has selected a roadway improvement project described as follows:

Design of a Grade Separation on Tecumseh Road at the BNSF Railroad Crossing

- § 3. WHEREAS, the engineer's preliminary estimate of the total design cost is \$1,800,000 and Federal participation under the terms of the FRA set-aside for this CRISI Grant is hereby requested in the amount of \$1,440,000 or 80% of the design cost; and
- § 4. WHEREAS, the Grant award will arrange for a qualified engineer to furnish engineering services for the preparation of detailed plans, specifications, and estimates; and
- § 5. WHEREAS, the City of Norman agrees, as a condition to receiving any Federal financial assistance, that it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42. U.S.C. 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Oklahoma Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964"; and
- § 6. WHEREAS, the City of Norman agrees to become jointly responsible, with the BNSF Railway Company and any other co-applicants, for meeting all Environmental Protection Agency (E.P.A.) requirements for storm water runoff from this project. Further, if required, the City agrees to file jointly with all the applicantes for the general National Pollutant Discharge Elimination System (N.P.D.E.S.) permit with the E.P.A. which authorizes the storm water discharges associated with activity from the construction site identified in this resolution; and
- § 7. WHEREAS, the City of Norman further agrees to have matching funds available (the amount will be determined once all the co-applicants match portions are determine) and will not exceed \$360,000 required (20% of the design cost) 30 days after approval by the Federal Railroad Administration.



R-2526-150

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

§ 8. That the Federal Railroad Administration is hereby requested to concur in the selection of this project for design and to submit same to the United States Department of Transportation for their approval.

PASSED AND ADOPTED this ____ day of _____, 2026.

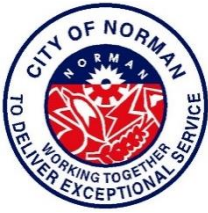
Mayor

ATTEST:

City Clerk

File Attachments for Item:

20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-58 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)



**CITY OF NORMAN, OK
STAFF REPORT**

MEETING DATE: 06/09/2026

REQUESTER: CCR LINN, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-58 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	CCR LINN, L.L.C./Rieger Sadler Joyce, L.L.C.
LOCATION	126 W Apache 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

REQUESTED ACTION

Rezoning to a Center City Planned Unit Development

SUMMARY:

The applicant, CCR LINN, L.L.C., requests a new Center City Planned Unit Development (CCPUD) for the lot located at 126 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Proposed Site Development Plan, within the CCPUD Narrative. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will be set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line, along with two on-street parking spaces. At grade, Open Space will be provided as indicated in Exhibit B, Proposed Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	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
	Duplex	Duplex and CCFBC Duplex	CCFBC Duplex	Single-Family Detached with garage apartment and CCFBC Multi-family structure	CCFBC Multi-family structure

ZONING DESIGNATIONS

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.1 This 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)

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space 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.

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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.

NEAREST PUBLIC PARK

Centennial Park is located approximately a third of a mile to the northwest of the development site. Legacy Trail Park is located approximately a quarter 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:

PD26-9

April 23, 2026

Two neighbors were present who expressed concerns regarding the lack of sufficient parking for the number of bedrooms proposed in the duplex, which would further exacerbate the parking issues on the street. They also had stormwater runoff concerns with the request for increased impervious surface allowance for this development. The neighbors also mentioned the design was not aesthetically pleasing.

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 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

Fire codes will be addressed at the building permit stage.

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 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project.

PLANNING*

ZONING CODE 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.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.

The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east and the north of the subject tract are duplexes constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the west and south are multifamily structures constructed in 2017 under the Townhouse/Small Apartment CCFBC Building Form Standard. There is a single-family structure with a garage apartment to the north and single-family house to the south of the subject tract.

*The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right, as it proposes two dwelling units instead of three, and six bedrooms per dwelling unit instead of three.*

Area Regulations

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".

*The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the façade. This façade placement is similar to the front setback found with the adjacent properties. The proposed five-foot side setbacks are consistent with the structures located to the east of the subject tract, which were built under the 2017 CCFBC and were not required to build at 100% of the RBL and instead were constructed with five-foot setbacks. The current 2023 CCFBC Building Form Standard for Urban Residential requires new structure to set at the RBL for 100% of RBL length. The proposed duplex is **inconsistent** with the area regulations regarding the RBL Siting requirement, a major design element of the Center City Form-Based Code. However, the proposed structure will match the structures to the east of this parcel built under an older CCFBC regulations in regard to side setbacks.*

Height Regulations

- The proposed three-story duplex as shown on the proposed elevations drawing, Exhibit D.

*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 proposed three-story duplex is **consistent** with the height regulations of the CCFBC.*

Open Space/Impervious Surface Coverage

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.

The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without any engineered solutions. This does not meet the CCFBC requirements nor the Engineering Standards.

The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations and Public Works Engineering Standards maximum allowed impervious surface without engineered solutions.

Landscaping

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.

The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway and two on-street parking spaces are proposed with this CCPUD.

The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk in the front meets the City's sidewalk requirement.

The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve parking spaces being required. With only ten parking spaces proposed with this CCPUD, eight on-site and two on-street parking spaces, the proposed development is **inconsistent** with the CCFBC parking regulations.

Lighting

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

Signage

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

Screening

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- 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 developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D of the CCPUD Narrative which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on West Apache Street. The CCPUD submitted elevations proposes to differentiate the two attached dwelling units of the duplex by utilizing different brick colors.

The CCPUD proposal for a duplex with six bedrooms in each unit, seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently

built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

Core Neighborhood Areas 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.

The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Proposed Site Development Plan shows eight parking spaces in the proposed parking lot off the alleyway and two on-street parking along W Apache Street.

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

Land Use Development Policies

Urban High Policies

- 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.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

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.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

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.

A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk 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. Furthermore, the

applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

Transportation

- 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.

The development site is located half a mile north of the University of Oklahoma's Campus and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop one tenth of a mile to the west of the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.

*The development is **consistent** with the Urban High Land Use policy.*

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 lot split 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.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

Public Space

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

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner, and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

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. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.

WATER/WASTEWATER AVAILABILITY

Water 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) is to be reused, it must have materials identified.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from the required minimum twelve parking spaces, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and street walls along the RBL.

CONCLUSION:

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-58 for consideration by City Council.

PLANNING COMMISSION STAFF REPORT UPDATE:

The applicant submitted a revised CCPUD Narrative and Site Plan at the Planning Commission meeting. The following items were modified:

- The revised CCPUD Site Plan site calculations show a reduction in building size from 2,517 sq. ft. to 2,162 sq. ft.
- The revised CCPUD Site Plan has ten tandem parking spaces instead of eight angled parking spaces originally proposed. A variance for parking is no longer needed.

- The revised CCPUD Site Plan proposes 58.93% impervious surface area, a decrease from the originally proposed 69.32%. With this decrease in impervious surface coverage, the required Low Impact Development engineered solutions for impervious surface over 65% are no longer needed. A request for a variance to impervious surface coverage requirements is no longer necessary.
- The revised CCPUD Site Plan shows an increase in Open Space from 21.60% to 29.83% of the buildable area. This meets the CCFBC requirement of 15% Open Space.
- The revised CCPUD Site Plan reduced the number of trees from four to two in the Open Space. While this does not exceed the CCFBC tree requirements, it still meets the CCFBC requirements of two trees.
- With the new tandem parking spaces, there will be no designated space for setting polycarts to be serviced.

PLANNING COMMISSION RESULTS: At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-58 by a vote of 7-0.

O-2526-58

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM BASED CODE, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)

§ 1. WHEREAS, CCR LINN, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from CCFBC, Center City Form Based Code, Urban Residential Frontage, and placed in a 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 May 14, 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 Chapter 36 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, Urban Residential Frontage, and place the same in a CCPUD, Center City Planned Unit Development, to wit:

Lots Nineteen (19) and Twenty (20), in Block Three (3), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-540 Appendix B 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 dated May 14, 2026, 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.

NOT ADOPTED this _____ day of _____, 2026.

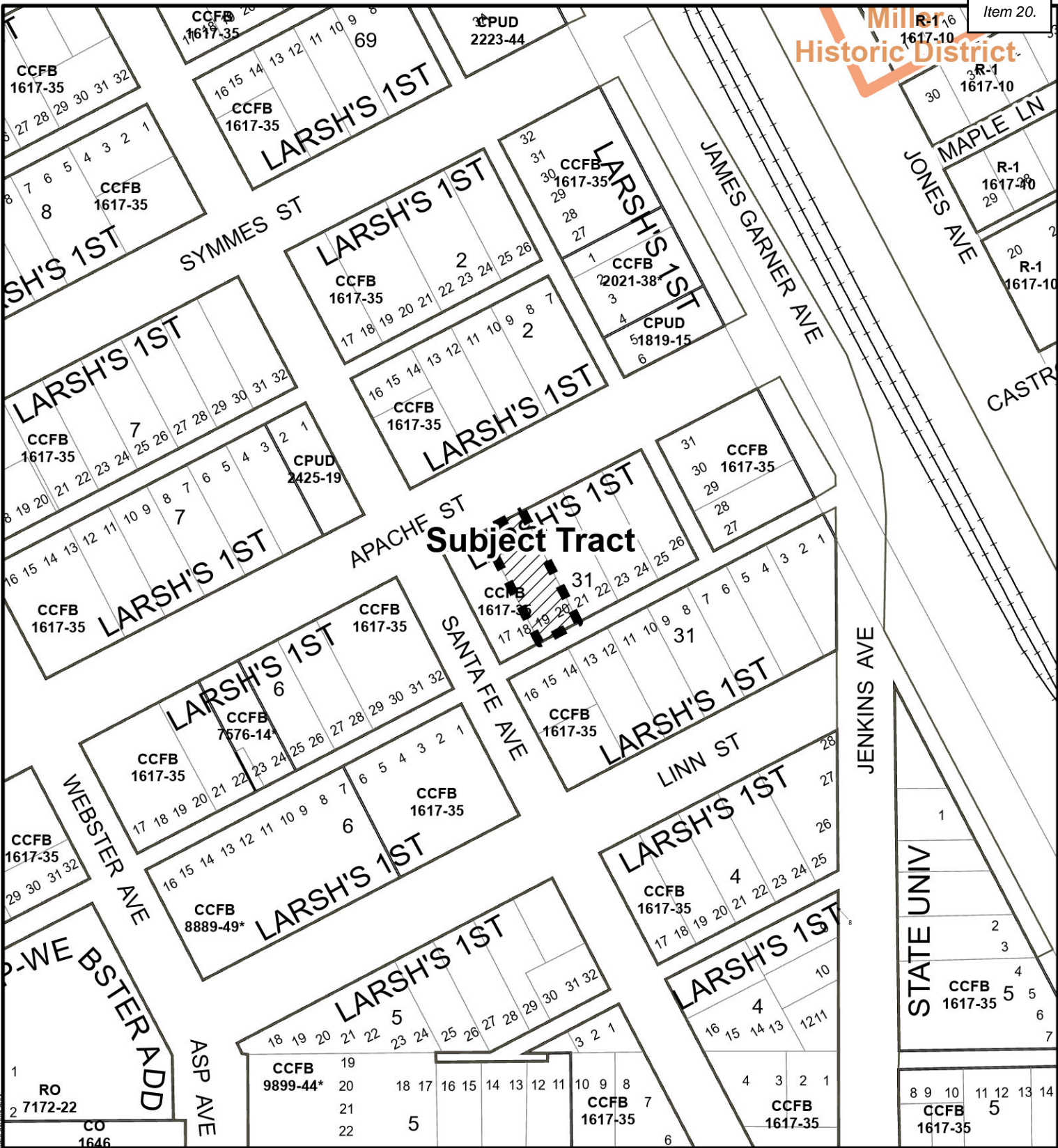
(Mayor)

(Mayor)

ATTEST:

(City Clerk)

Miller
Historic District



Subject Tract

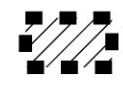
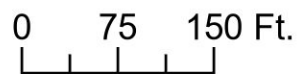
Location Map



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



April 2, 2026



Subject Tract

126 West Apache

A Center City Planned Unit Development

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 14, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

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I. INTRODUCTION

A. **Background and Intent.** This Center City Planned Unit Development (“CCPUD”) is proposed by CCR LINN LLC (the “Applicant”) for the property located at 126 W. Apache Street, Norman, Oklahoma, more particularly described on Exhibit A (the “Property”). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC’s specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team.** The Applicant and owner of the Property is CCR LINN LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

- A. **Location.** The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as Exhibit B.
- B. **Existing Land Use and Zoning.** The Property is located in the Center City Form Based Code (“CCFBC”) District, Urban Residential BFS. The Property currently contains a single-family residential house.
- C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.
- D. **Drainage.** The Property is generally flat and drains to W. Apache St. and the alleyway on the South.
- E. **Utility Services.** All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.
- F. **Fire Protection Services.** Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.
- G. **Traffic Circulation and Access.** W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

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 by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

A. Allowable Uses.

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

B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line (“RBL”) located ten (10’) feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2’) feet four (4”) inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5’) foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.
2. **Building Height.** The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9’) feet. The second story finished floor height shall be ten (10’) feet six (6”) inches. The second story finished ceiling height shall be nineteen (19’) feet four (4”) inches. The third story finished floor height shall be twenty (20’) feet eight (8”) inches. The third story finished ceiling height shall be twenty-nine (29’) feet eight (8”) inches. The top ridge from grade shall be thirty-nine (39’) feet eight (8”) inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.
4. **Sanitation.** Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.
5. **Signage.** All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.
6. **Traffic access and sidewalks.** Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.
7. **Lighting.** The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.
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1. **Six Bedrooms Per Unit.** Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.
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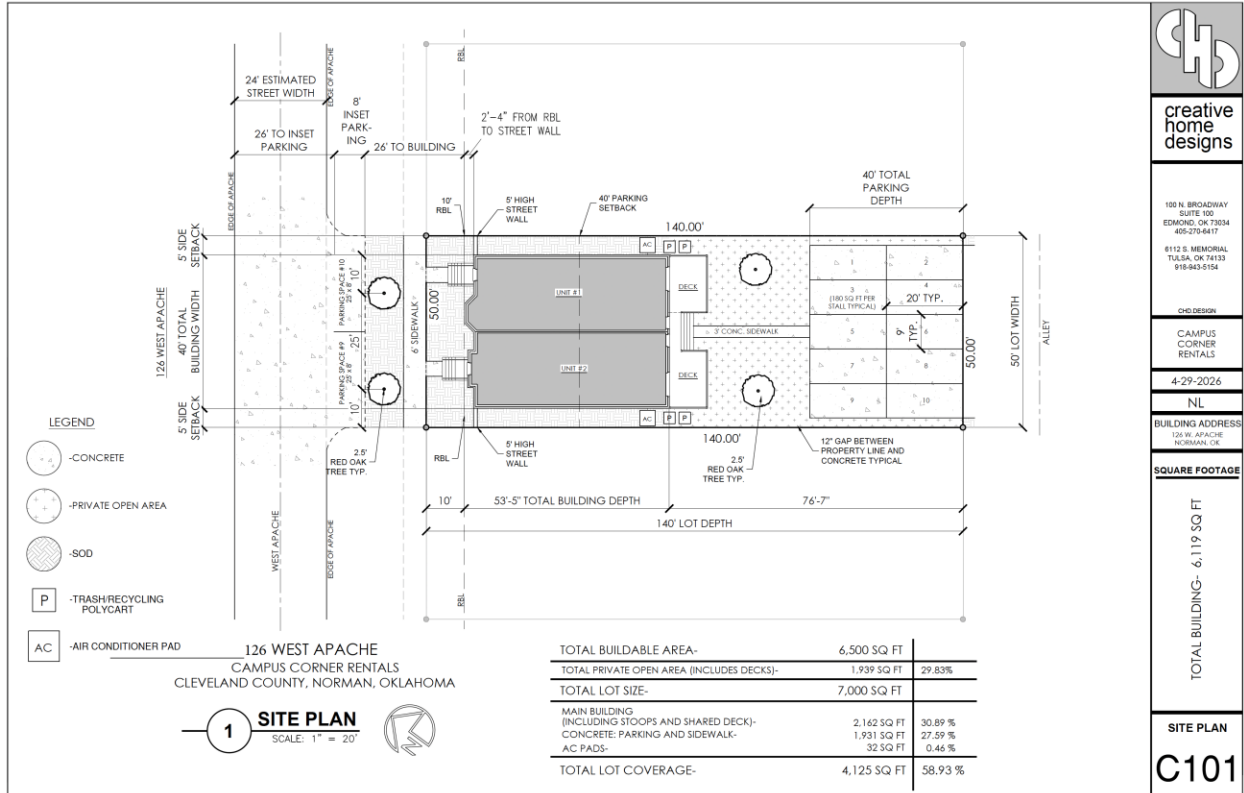
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EXHIBIT B

PROPOSED SITE DEVELOPMENT PLAN Full Size PDF Documents Submitted to City Staff



creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

8112 S. MEMORIAL
TULSA, OK 74133
918-463-5154

CHL DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

SITE PLAN

C101

EXHIBIT C **ALLOWABLE USES**

Allowable Uses:

Residential Dwelling Units:

The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

Use Table

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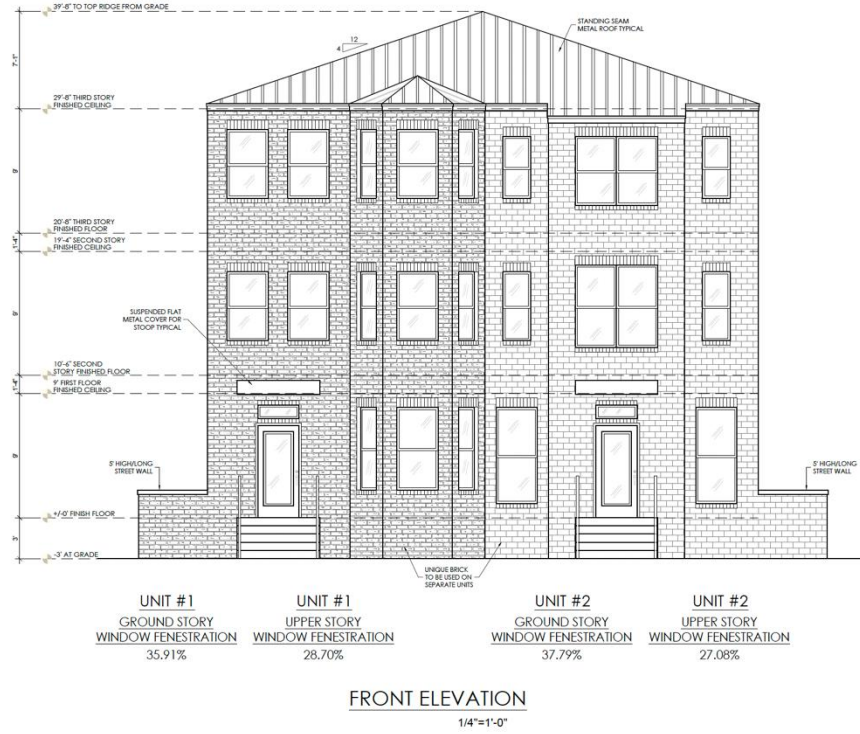
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	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F. 6
	Passenger Terminal			
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	Family Day Care Home	✓	✓	See Part 9. Definitions
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	Art Studio/Artisinal Manufacturing	✓		Sec. 704.F.7
	Research & Development			
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	Auto Repair			Sec. 704.G.
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NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



126 West Apache

A Center City Planned Unit Development

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May ~~14~~, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

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I. INTRODUCTION

- A. Background and Intent
- B. Development Team

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

- A. Location
- B. Existing Land Use and Zoning
- C. Elevation and Topography
- D. Drainage
- E. Utility Services
- F. Fire Protection Services
- G. Traffic Circulation and Access

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

- A. Permissible Uses
- B. Development Criteria
- C. CCFBC Variances

EXHIBITS

- A. Legal Description of the Property
- B. Site Development Plan
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I. INTRODUCTION

A. **Background and Intent.** This Center City Planned Unit Development (“CCPUD”) is proposed by CCR LINN LLC (the “Applicant”) for the property located at 126 W. Apache Street, Norman, Oklahoma, more particularly described on Exhibit A (the “Property”). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC’s specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

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C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

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The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

A. Allowable Uses.

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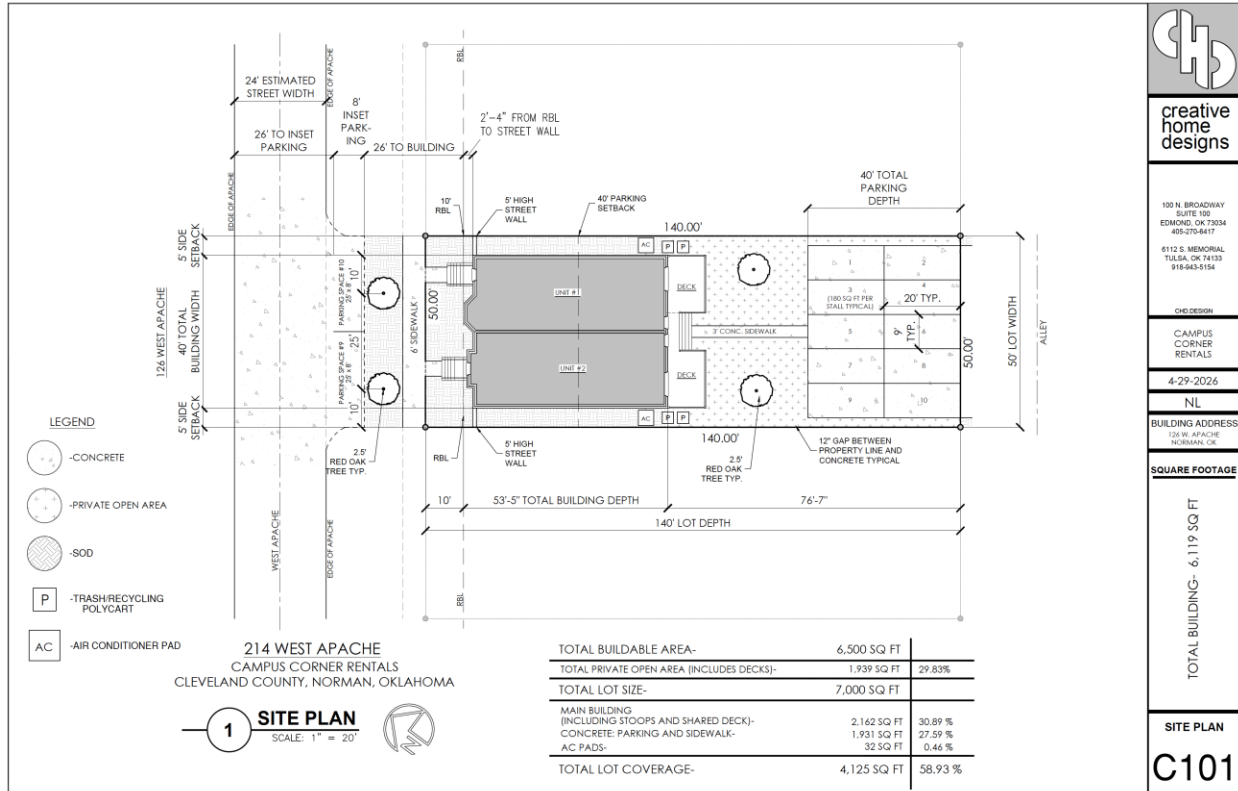


EXHIBIT C **ALLOWABLE USES**

Allowable Uses:

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126 West Apache

A Center City Planned Unit Development

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 1, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

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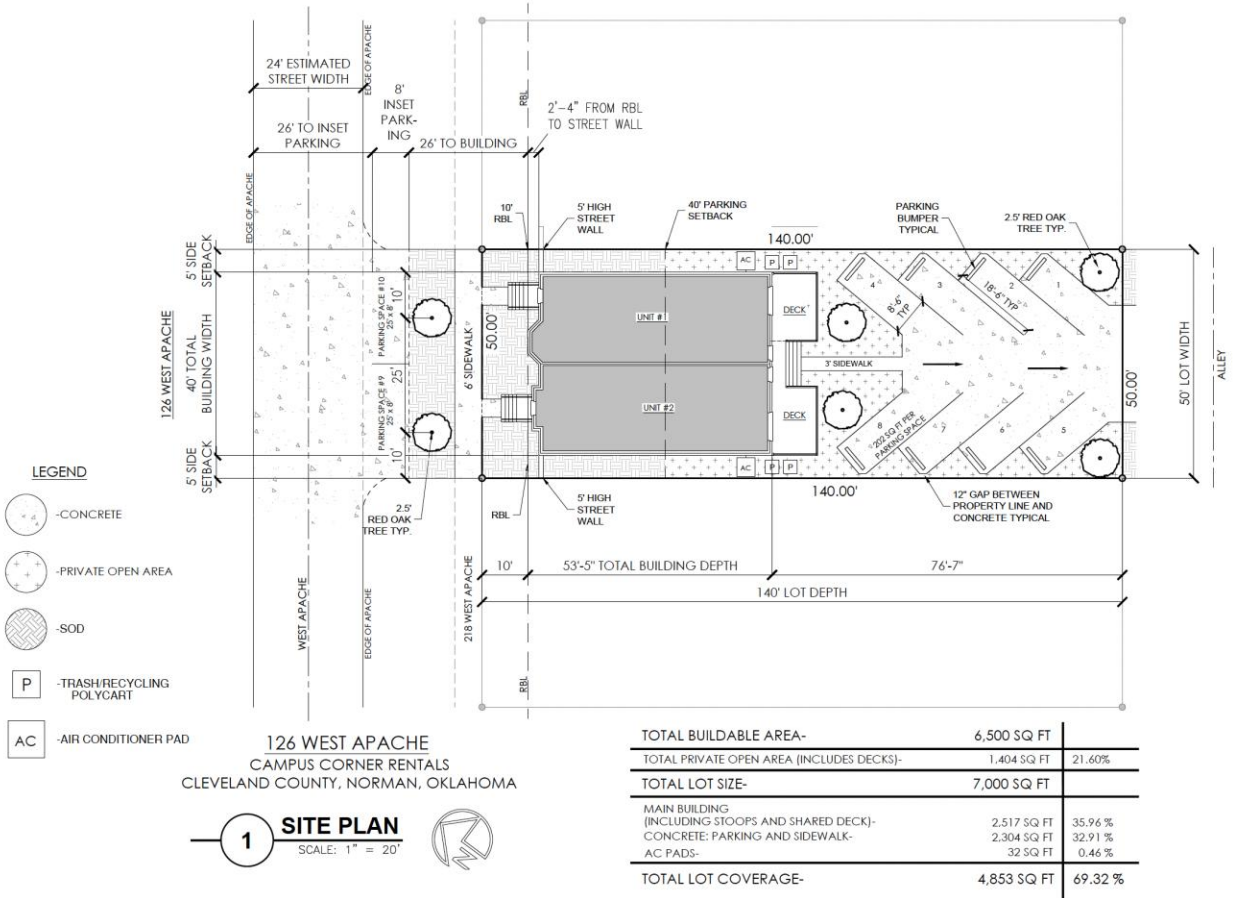
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TOTAL BUILDABLE AREA-	6,500 SQ FT	
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,404 SQ FT	21.60%
TOTAL LOT SIZE-	7,000 SQ FT	
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,517 SQ FT	35.96%
CONCRETE: PARKING AND SIDEWALK-	2,304 SQ FT	32.91%
AC PADS-	32 SQ FT	0.46%
TOTAL LOT COVERAGE-	4,853 SQ FT	69.32%

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Use Table

The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.

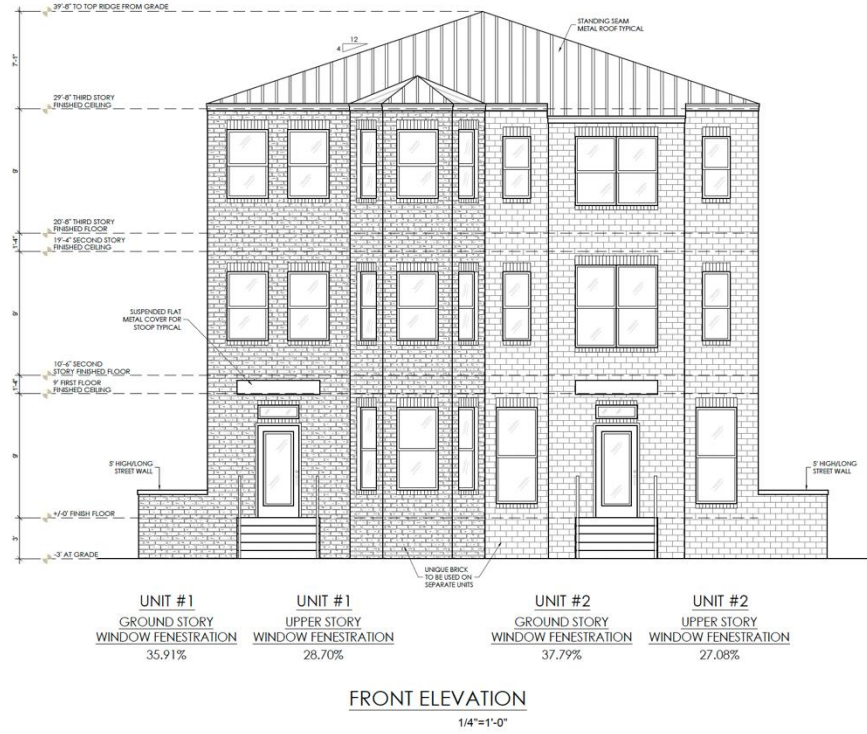
USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704J, K.
	Group Living	✓	✓	
COMMERCE	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.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

Key: ✓= Permitted Blank Cell = Not Permitted

EXHIBIT D

EXTERIOR ELEVATIONS

Full Size PDF Documents Submitted to City Staff



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
SUITE 100
BIRMINGHAM, AL 35203-4417
618 S. MEMORIAL DR.
TUSCALOOSA, AL 35408-2114

CHD0500

CAMPUS CORNER RENTALS

4-20-2020

NL

WOODS

BUILDING ADDRESS
124 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS
A103



creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417
6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD DESIGN

CAMPUS
CORNER
RENTALS

5-7-2026

NL

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

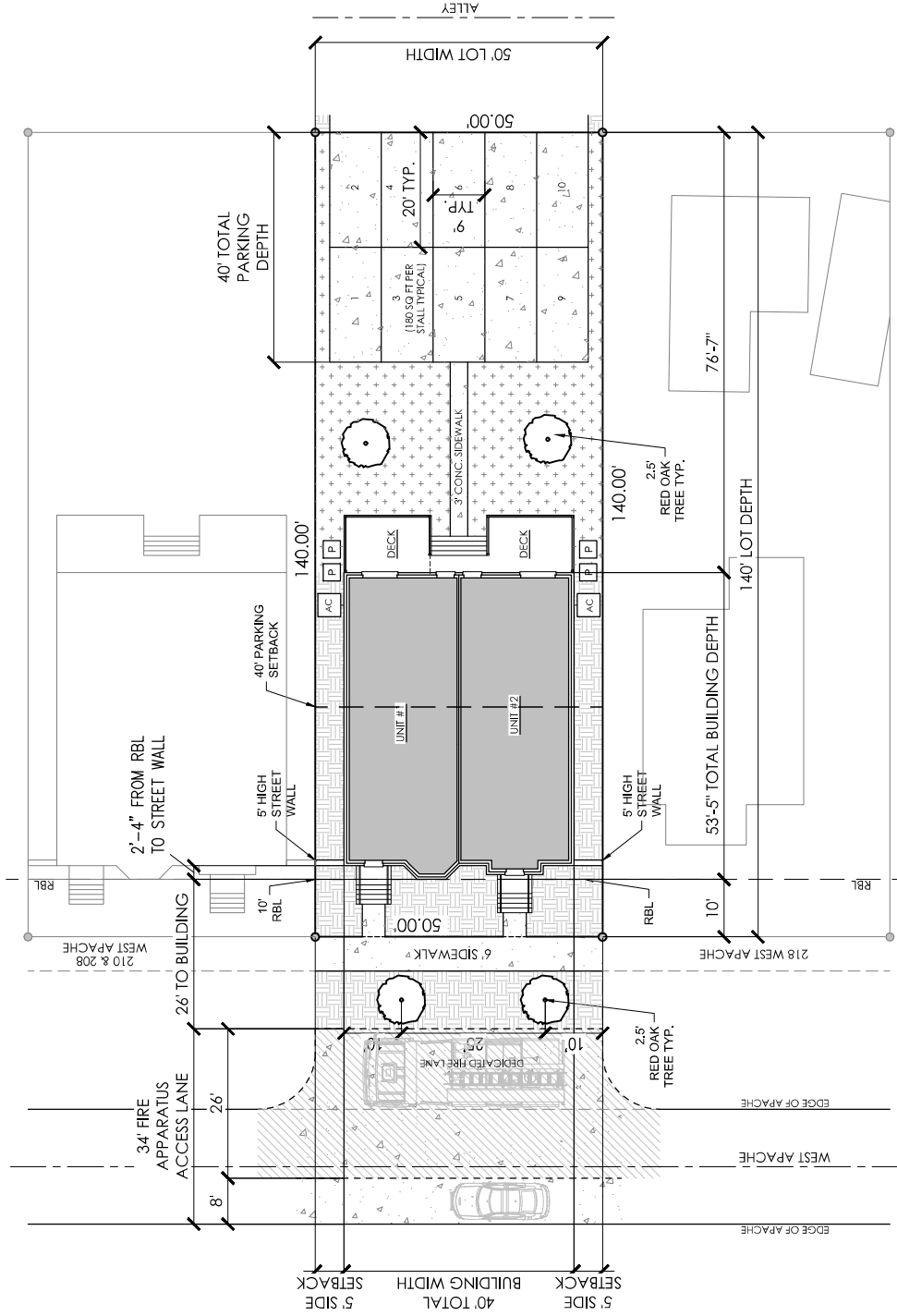
SQUARE FOOTAGE

TOTAL BUILDING 6,119 SQ. FT.

SITE PLAN

C101

Item 20.



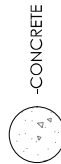
TOTAL BUILDABLE AREA-	6,500 SQ. FT.
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,939 SQ. FT. 29.83%
TOTAL LOT SIZE-	7,000 SQ. FT.
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,162 SQ. FT. 30.89 %
CONCRETE: PARKING AND SIDEWALK-	1,931 SQ. FT. 27.59 %
AC PADS-	32 SQ. FT. 0.46 %
TOTAL LOT COVERAGE-	4,125 SQ. FT. 58.93 %

214 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA



1 SITE PLAN
SCALE: 1" = 20'

LEGEND



-CONCRETE



-PRIVATE OPEN AREA



-SOD

-TRASH/RECYCLING POLY CART

AC -AIR CONDITIONER PAD



creative
home
designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417
6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD DESIGN

CAMPUS
CORNER
RENTALS

4-29-2026

NL

BUILDING ADDRESS
126 W. APACHE
NORMAN, OK

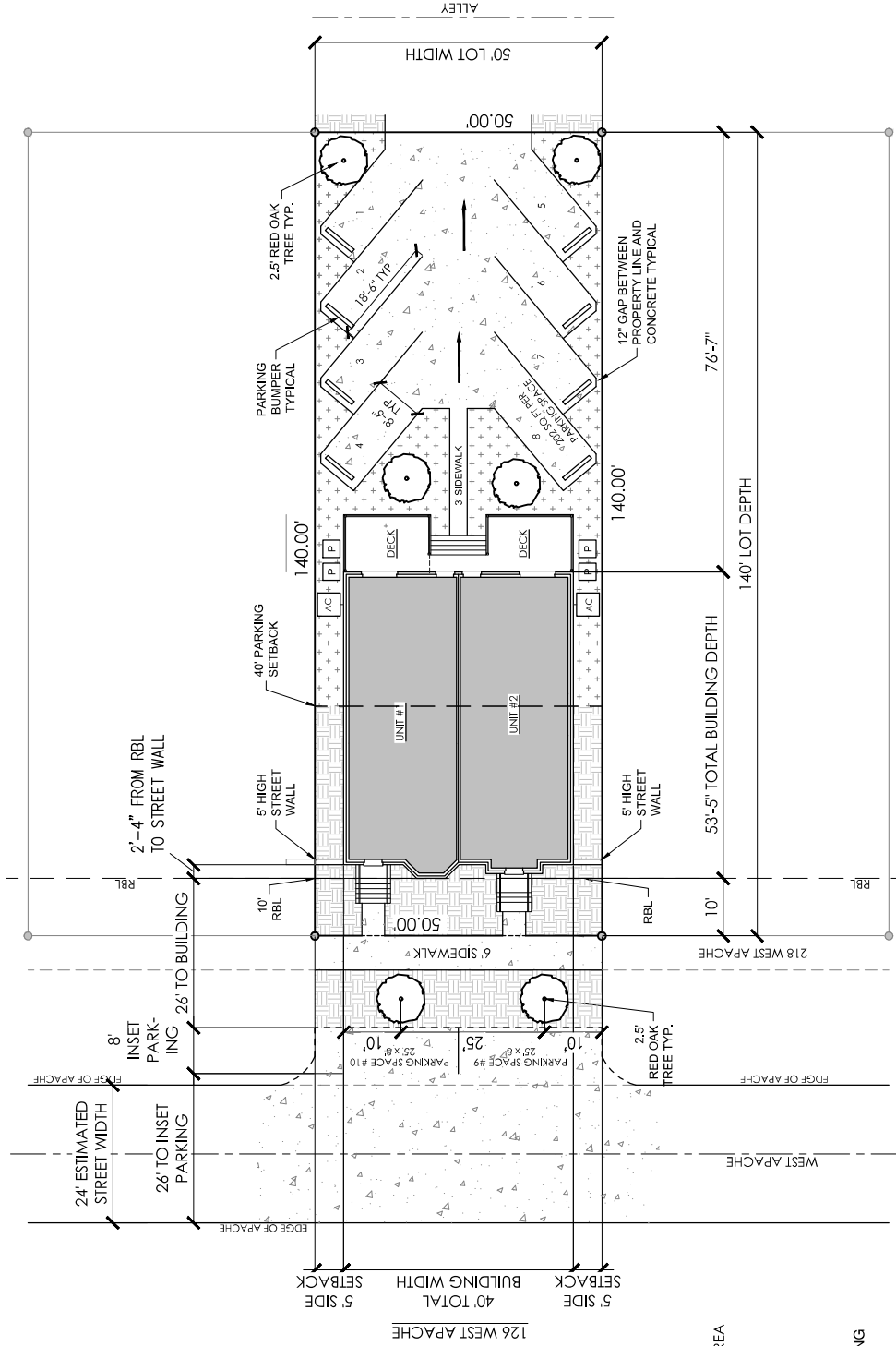
SQUARE FOOTAGE

TOTAL BUILDING 6,119 SQ. FT.

SITE PLAN

C101

Item 20.



TOTAL BUILDABLE AREA-	6,500 SQ. FT.
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,404 SQ. FT. 21.60%
TOTAL LOT SIZE-	7,000 SQ. FT.
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,517 SQ. FT. 35.96%
CONCRETE: PARKING AND SIDEWALK-	2,304 SQ. FT. 32.91%
AC PADS-	32 SQ. FT. 0.46%
TOTAL LOT COVERAGE-	4,853 SQ. FT. 69.32%

126 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA



1 SITE PLAN
SCALE: 1" = 20'

- LEGEND
- CONCRETE
 - PRIVATE OPEN AREA
 - SOD
 - TRASH/RECYCLING POLY CART
 - AIR CONDITIONER PAD



creative
home
designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-4417
6115 S. WILSON BLVD.
TULSA, OK 74133
918-745-5154

CDPDRBN

CAMPUS
CORNER
RENTALS

429-2026

NL

WOODS

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

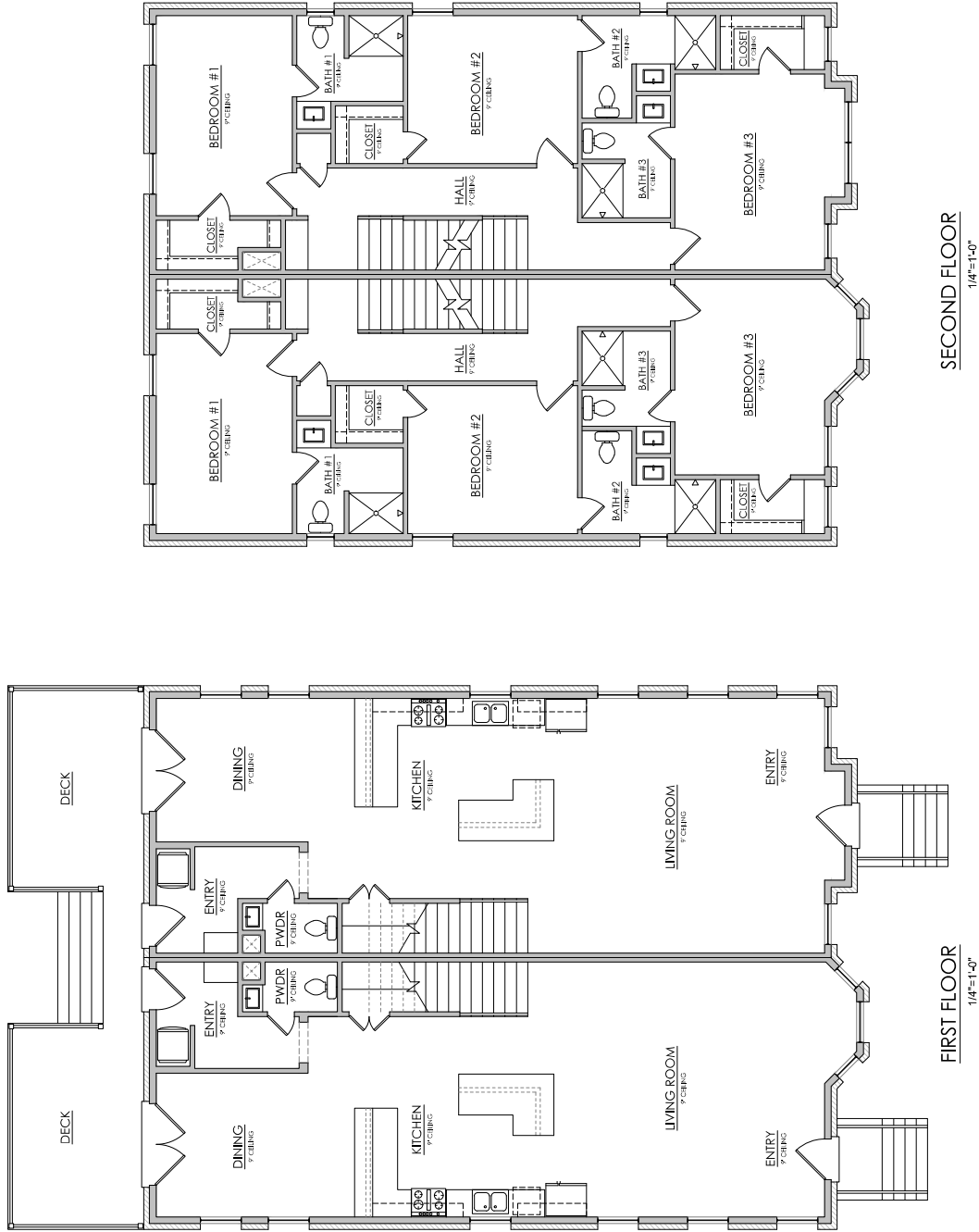
SQUARE FOOTAGE

TOTAL BUILDING - 6,119 SQ. FT.

FLOOR PLAN

A101

Item 20.



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



creative
home
designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-5417
6115 N. WASHINGTON DR
TULSA, OK 74133
918-743-5154

OWNER

CAMPUS
CORNER
RENTALS

425-2026

NL

WOODS

BUILDING ADDRESS

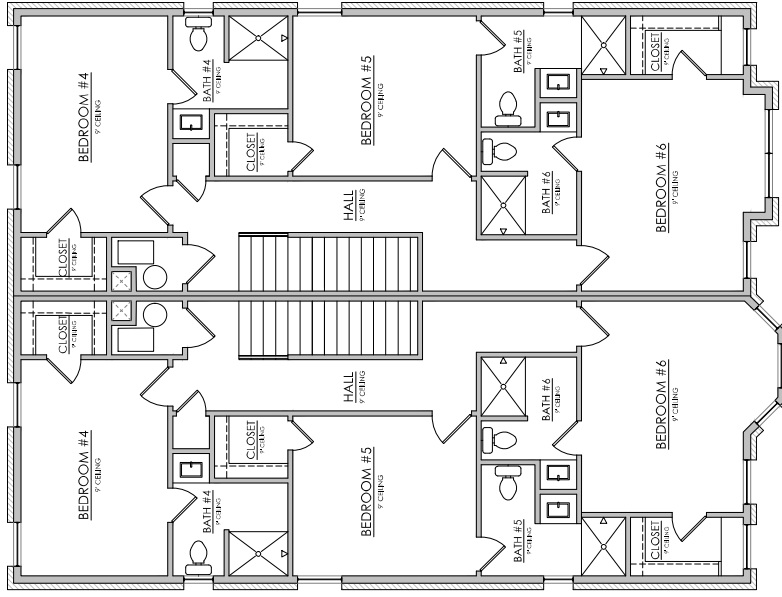
126 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

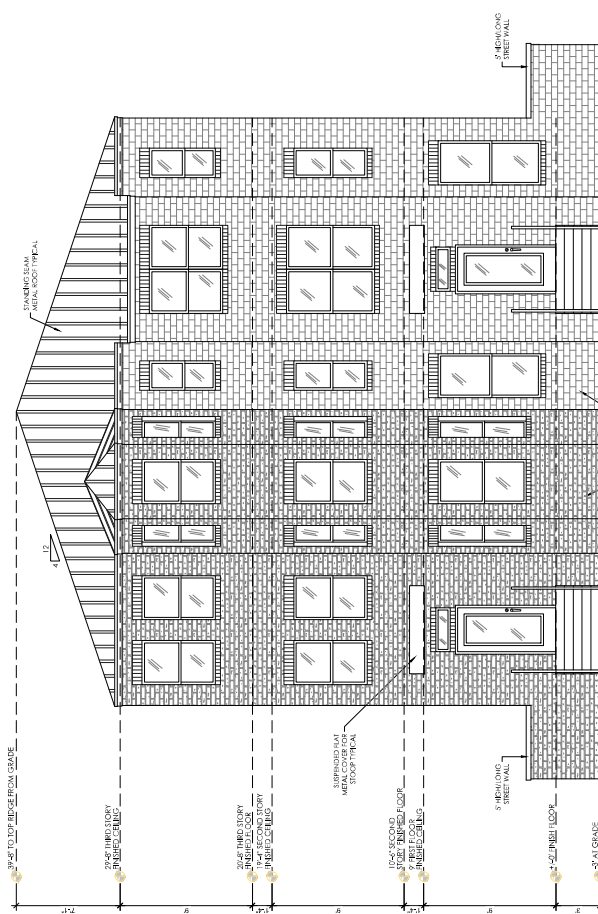
TOTAL BUILDING - 6,119 SQ FT

ELEVATIONS/
FLOOR PLAN

Item 20.



THIRD FLOOR
1/4"=1'-0"



UNIT #1	UNIT #1	UNIT #2	UNIT #2	UNIT #3
GROUND STORY	UPPER STORY	GROUND STORY	UPPER STORY	UPPER STORY
WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION
35.91%	28.70%	37.79%	27.08%	

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

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-4417
6115 S. WASHINGTON DR
TULSA, OK 74133
918-743-5154

OWNER

CAMPUS
CORNER
RENTALS

429-2026

NL

WOODS

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

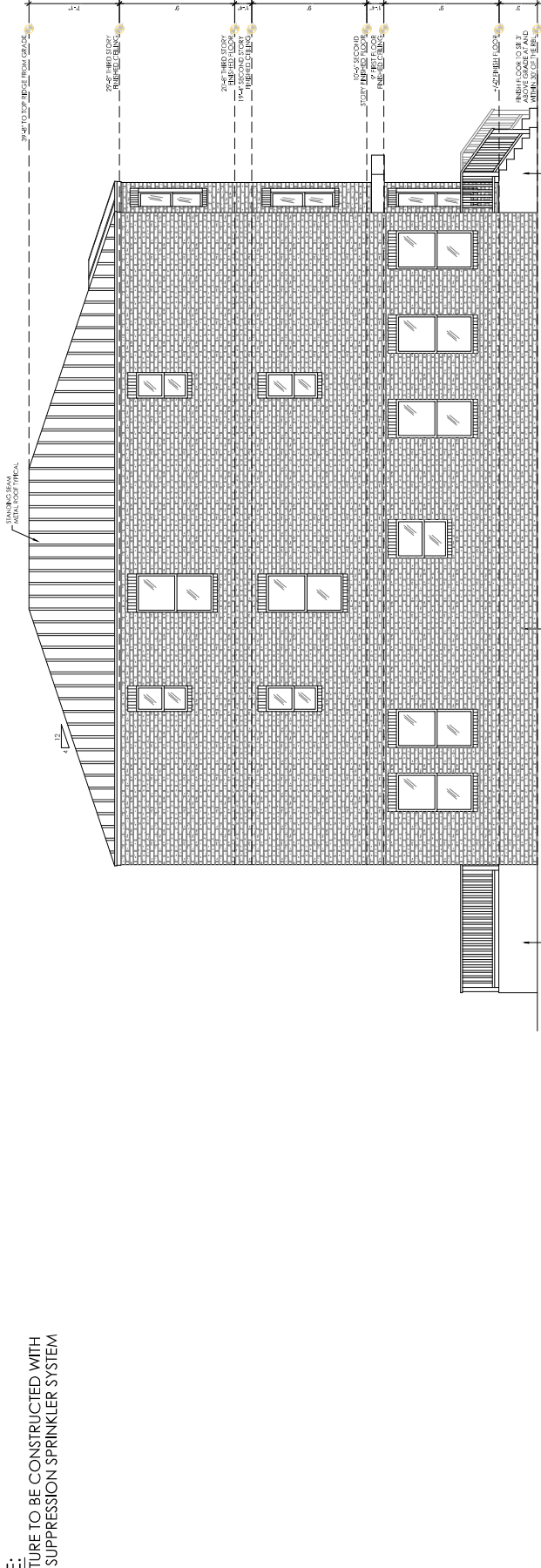
TOTAL BUILDING - 6,119 SQ. FT.

ELEVATIONS

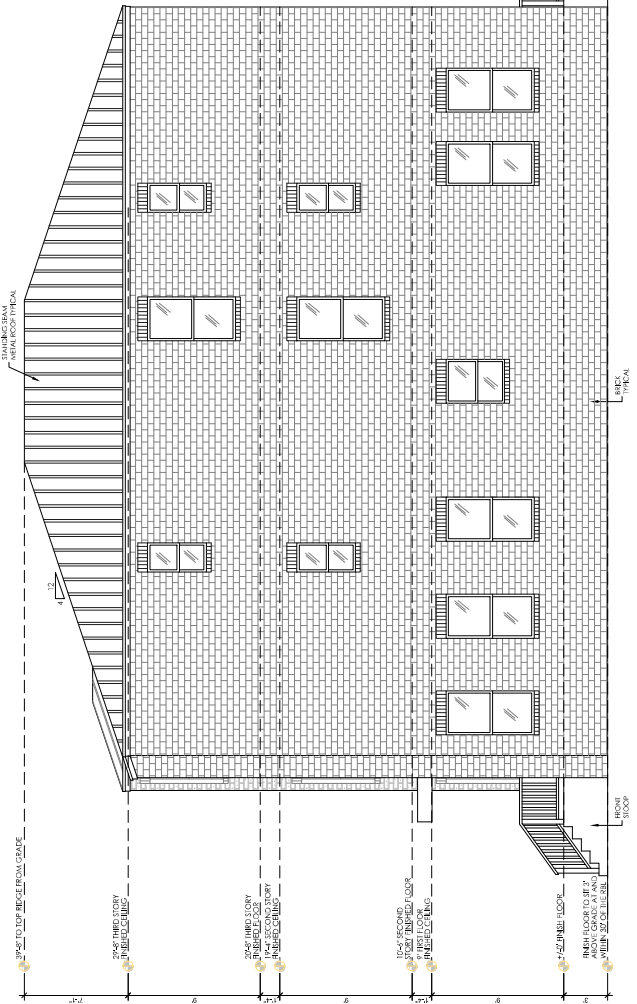
A103

Item 20.

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



LEFT ELEVATION
1/4"=1'-0"
WINDOW
FENESTRATION
10.25%



RIGHT ELEVATION
1/4"=1'-0"
WINDOW
FENESTRATION
10.25%

Applicant: CCR LINN, LLC.

Project Location: 126 W Apache St.

Case Number: PD26-9

Time: 5:30 p.m.

Applicant Representative:

Gunner Joyce and Libby Smith, Reiger Joyce Sadler LLC

Attendees:

Jon Velie
Pam Battle Velie

City Staff:

Anais Starr, Planner II

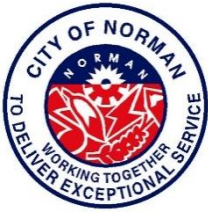
Application Summary:

The applicant requests rezoning to a CCPUD, Center City Planned Unit Development, for this 0.16-acre property in order to develop a three-story duplex with six bedrooms in each dwelling unit.

Neighbors' Comments/Concerns/Responses:

Two residents were in attendance and asked questions related to the project. The residents raised questions about the lack of sufficient parking for the number of bedrooms proposed in this duplex development. Gunner Joyce responded that parking was an issue for the entire City Center, and parking solutions for the CCFBC District were needed. The residents pointed out that a duplex with 12 bedrooms would always have more than 12 residents associated with this development on a daily basis, as friends and family of the residents would need to park. Another concern raised by a resident was the additional runoff with the development of this parcel as there are stormwater issues in this area. Mr. Joyce responded that the property owner wanted to request 70% impervious coverage, which is slightly over the allowed maximum impervious surface area of 65%.

A resident stated that the structures were "aesthetically unpleasant" and requested Mr. Joyce to pass this information on to the applicant. Mr. Joyce stated he would pass the information on to the owner.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/14/2026

REQUESTER: CCR LINN, LLC

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-58: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	CCR LINN, LLC/Rieger Sadler Joyce, LLC
LOCATION	126 W Apache 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
REQUESTED ACTION	Rezoning to a Center City Planned Unit Development

SUMMARY:

The applicant, CCR LINN, LLC, requests a new Center City Planned Unit Development (CCPUD) for the lot located at 126 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Proposed Site Development Plan, within the CCPUD Narrative. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will be set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line, along with two on-street parking spaces. At grade, Open Space will be provided as indicated in Exhibit B, Proposed Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	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
	Duplex	Duplex and CCFBC Duplex	CCFBC Duplex	Single-Family Detached with garage apartment and CCFBC Multi-family structure	CCFBC Multi-family structure

ZONING DESIGNATIONS

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.¹ This 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)

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space 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.

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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.

NEAREST PUBLIC PARK

Centennial Park is located approximately a third of a mile to the northwest of the development site. Legacy Trail Park is located approximately a quarter 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:****PD26-9****April 23, 2026**

Two neighbors were present who expressed concerns regarding the lack of sufficient parking for the number of bedrooms proposed in the duplex, which would further exacerbate the parking issues on the street. They also had stormwater runoff concerns with the request for increased impervious surface allowance for this development. The neighbors also mentioned the design was not aesthetically pleasing.

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 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

Fire codes will be addressed at the building permit stage.

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 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project.

PLANNING***ZONING CODE 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.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.

The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east and the north of the subject tract

are duplexes constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the west and south are multifamily structures constructed in 2017 under the Townhouse/Small Apartment CCFBC Building Form Standard. There is a single-family structure with a garage apartment to the north and single-family house to the south of the subject tract.

The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right, as it proposes two dwelling units instead of three, and six bedrooms per dwelling unit instead of three.

Area Regulations

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".

The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the façade. This façade placement is similar to the front setback found with the adjacent properties. The proposed five-foot side setbacks are consistent with the structures located to the east of the subject tract, which were built under the 2017 CCFBC and were not required to build at 100% of the RBL and instead were constructed with five-foot setbacks. The current 2023 CCFBC Building Form Standard for Urban Residential requires new structure to set at the RBL for 100% of RBL length. The proposed duplex is **inconsistent** with the area regulations regarding the RBL Siting requirement, a major design element of the Center City Form-Based Code. However, the proposed structure will match the structures to the east of this parcel built under an older CCFBC regulations in regard to side setbacks.

Height Regulations

- The proposed three-story duplex as shown on the proposed elevations drawing, Exhibit D.

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 proposed three-story duplex is **consistent** with the height regulations of the CCFBC.

Open Space/Impervious Surface Coverage

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows

1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.

The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without any engineered solutions. This does not meet the CCFBC requirements nor the Engineering Standards.

The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations and Public Works Engineering Standards maximum allowed impervious surface without engineered solutions.

Landscaping

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.

The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway and two on-street parking spaces are proposed with this CCPUD.

The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk in the front meets the City's sidewalk requirement.

The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve parking spaces being required. With only ten parking spaces proposed with this CCPUD, eight on-site and two on-street parking spaces, the proposed development is **inconsistent** with the CCFBC parking regulations.

Lighting

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

Signage

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

Screening

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- 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 developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D of the CCPUD Narrative which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on West Apache Street. The CCPUD submitted elevations proposes to differentiate the two attached dwelling units of the duplex by utilizing different brick colors.

The CCPUD proposal for a duplex with six bedrooms in each unit, seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types

and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.

The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.

Core Neighborhood Areas 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.

The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Proposed Site Development Plan shows eight parking spaces in the proposed parking lot off the alleyway and two on-street parking along W Apache Street.

Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.

Land Use Development Policies

Urban High Policies

- 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.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

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.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

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.

A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk 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. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

Transportation

- 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.

The development site is located half a mile north of the University of Oklahoma's Campus and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop one tenth of a mile to the west of the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.

*The development is **consistent** with the Urban High Land Use policy.*

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 lot split 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.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

Public Space

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

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner, and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

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. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.

WATER/WASTEWATER AVAILABILITY

Water 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) is to be reused, it must have materials identified.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

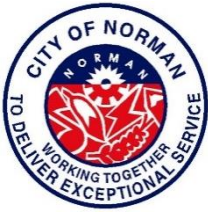
The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from the required minimum twelve parking spaces, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and street walls along the RBL.

CONCLUSION:

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-58 to Planning Commission for consideration and a recommendation to the City Council.

File Attachments for Item:

21. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-59 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: 208Apache, L.L.C.

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-59 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	208Apache, L.L.C./Rieger Sadler Joyce, L.L.C.
LOCATION	214 W Apache 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

REQUESTED ACTION

Rezoning to a Center City Planned Unit Development

SUMMARY:

The applicant, 208Apache L.L.C., requests a Center City Planned Unit Development (CCPUD) for the lot located at 214 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Site Development Plan. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line. At grade Open Space will be provided as indicated in Exhibit B, Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	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	Undeveloped lot	Single-Family Detached and CCFBC Multi-family	CCFBC Duplex	CCFBC Multi-family	Single-Family Detached

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 (UH)

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space 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.

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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.

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:

PD26-10

April 23, 2026

Two neighbors were present at the pre-development meeting. They expressed concerns regarding the lack of sufficient parking for the proposed number of bedrooms in this

development. They also had stormwater runoff concerns since lot coverage would be increased on this vacant site and would be over the 65% maximum allowed. The neighbors stated the design was not aesthetically pleasing.

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 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

Fire codes for building construction will be addressed at the building permit stage.

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 applicant has an approved Lot Line Adjustment, which separated this lot from the original parcel.

The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project. At the time of building permit, the proposed inset fire lane will be required to be signed and marked indicating there is no parking allowed.

PLANNING

ZONING CODE 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.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.

The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east of the subject tract is a duplex constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the north is a single-family structures and a multifamily

structure built under the 2023 CCFBC. To the south is a new apartment building constructed under the 2023 CCFBC.

The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right.

Area Regulations

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".

The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the facade. This façade placement is similar to the front setback found with the adjacent property to the east. The proposed five-foot side setbacks are consistent with the structure located to the east of the subject tract, which was built under the 2017 CCFBC. The property to the west of the subject tract is a single-family house built in the 1920s or 1930s and has the typical 25' front setback and five-foot side setbacks. The current 2023 CCFBC for Urban Residential maintains this requirement, that a new structure is to set at the RBL for 100% of their length. The proposed duplex is **inconsistent** with the area regulations regarding the Siting requirement along the RBL, a major design element of the Center City Form-Based Code. However, the proposed structure will match the new structures found on the block that were built under older CCFBC regulations in regard to side setbacks.

Height Regulations

- The proposed three-story duplex is shown on the proposed elevations drawing, Exhibit D.

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 proposed three-story duplex is **consistent** with the height regulations of the CCFBC.

Open Space/Impervious Surface Coverage

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.

The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without proposing any engineered solutions. This does not meet the CCFBC requirements.

The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations.

Landscaping

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.

The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway approach will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway are proposed with this CCPUD.

The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk meets the City's sidewalk requirement.

The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve required parking spaces. The CCPUD Narrative and Site Development Plan propose only eight parking spaces. For this reason, this proposed development is **inconsistent** with the CCFBC parking regulations.

Lighting

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

Lighting within the development will be **consistent** with applicable City regulations.

Signage

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

Screening

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- 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 developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on W Apache Street. The CCPUD submitted elevations proposing to differentiate the two units of the duplex by utilizing different brick colors.

The CCPUD proposal for a duplex with six bedrooms in each unit seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

Core Neighborhood Areas 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.

The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Site Plan shows eight parking spaces in the proposed parking lot off the alleyway.

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

Land Use Development Policies

Urban High Policies

- 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.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

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.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

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.

A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk 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. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.

The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious

surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.

Transportation

- 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.

The development site 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, there is an Embark bus stop 0.07 mile from the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.

*The development is **consistent** with the Urban High Land Use policy.*

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 lot split 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.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

Public Space

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

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

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. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.

WATER/WASTEWATER AVAILABILITY

Water 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) is to be reused, it must have materials identified.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from: minimum twelve parking spaces requirement, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and the street walls along the RBL.

CONCLUSION:

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-59 for consideration by City Council.

PLANNING COMMISSION STAFF REPORT UPDATE:

The applicant submitted a revised CCPUD Narrative and Site Plan at the Planning Commission meeting. The following items were modified:

- The revised CCPUD Site Plan site calculations show a reduction in building size from 2,517 sq. ft. to 2,162 sq. ft.
- The revised CCPUD Site Plan shows ten tandem parking spaces instead of the eight angled parking spaces originally proposed. At this time, two inset parking spaces on Apache Street cannot be proposed due to fire codes. The applicant has revised the CCPUD Narrative to request a variance for ten parking spaces instead of the CCFBC-required twelve parking spaces. The Narrative states that once the inset parking spaces are able to meet city codes, they will be established.
- The revised CCPUD Site Plan proposes a 58.93% impervious surface area, a decrease from the originally proposed 69.32%. With this decrease in impervious surface

coverage, the required Low Impact Development engineered solutions for impervious surface over 65% are no longer needed. A request for a variance to impervious surface coverage requirements is no longer necessary.

- The revised CCPUD Site Plan shows an increase in Open Space from 21.60% to 29.83% of the buildable area. This meets the CCFBC requirement of 15% Open Space.
- The revised CCPUD Site Plan reduced the number of trees from four to two in the Open Space. While this does not exceed the CCFBC tree requirements, it still meets the CCFBC requirements of two trees.
- With the new tandem parking spaces, there will be no designated space for setting polycarts to be serviced.

PLANNING COMMISSION RESULTS: At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-59 by a vote of 6-1.

O-2526-59

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)

§ 1. WHEREAS, 208Apache, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from CCFBC, Center City Form Based Code, Urban Residential Frontage, and placed in a 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 May 14, 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 Chapter 36 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, Urban Residential Frontage, and place the same in a CCPUD, Center City Planned Unit Development, to wit:

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-540 Appendix B 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 dated May 14, 2026, 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.

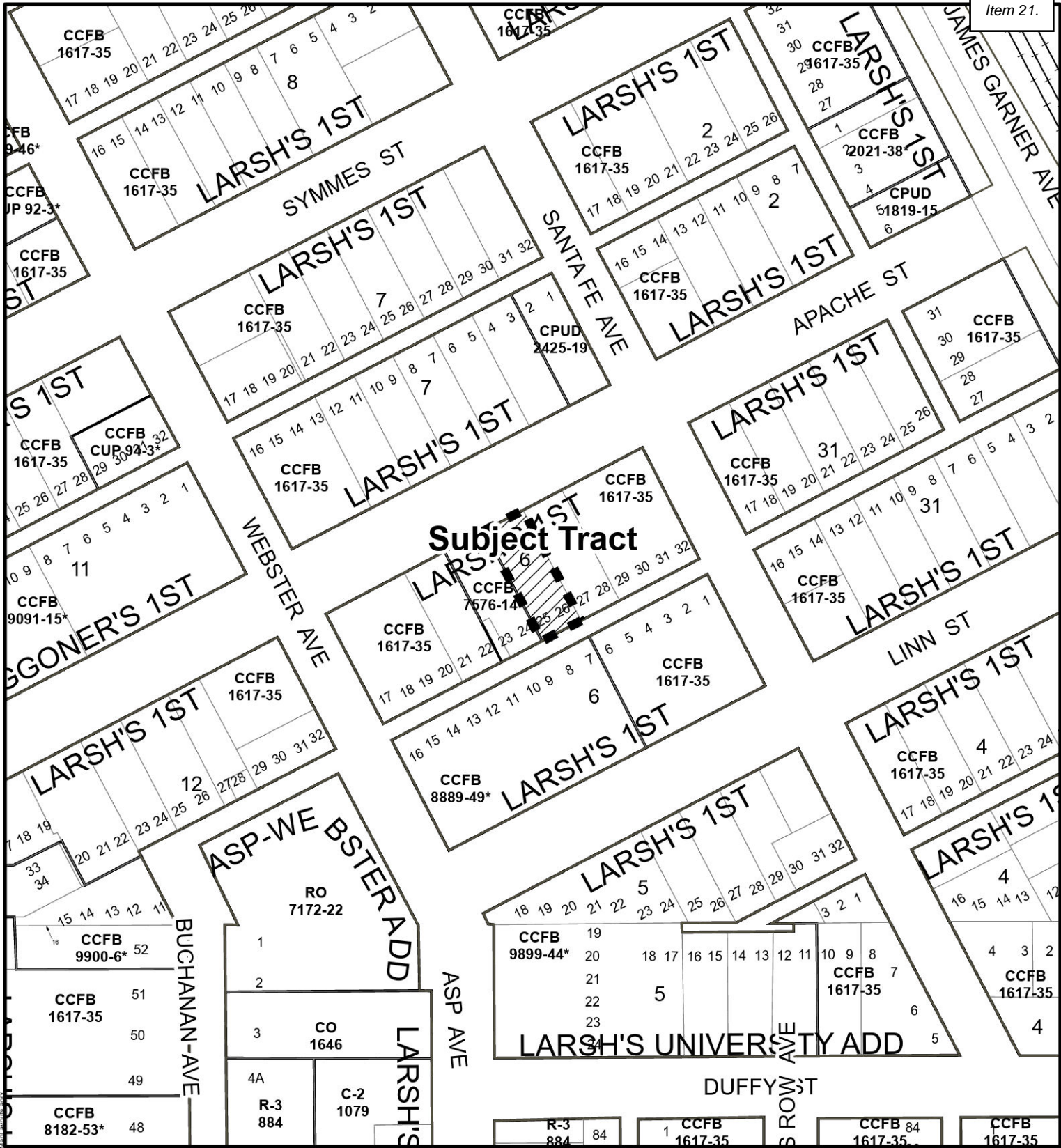
NOT ADOPTED this _____ day of _____, 2026.

(Mayor)

(Mayor)

ATTEST:

(City Clerk)



Subject Tract

CCFB 7576-14

CCFB 1617-35

CCFB 1617-35

CCFB 8889-49*

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

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CCFB 1617-35

CCFB 1617-35

CCFB 1617-35

Location Map



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



April 2, 2026



Subject Tract

214 West Apache

A Center City Planned Unit Development

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 14, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

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- A. Legal Description of the Property
- B. Site Development Plan
- C. Allowable Uses
- D. Exterior Elevations

I. INTRODUCTION

A. **Background and Intent.** This Center City Planned Unit Development (“CCPUD”) is proposed by 208Apache LLC (the “Applicant”) for the property located at 214 W. Apache Street, Norman, Oklahoma, more particularly described on Exhibit A (the “Property”). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC’s specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for an in-fill multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team.** The Applicant and owner of the Property is 208Apache LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location.** The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as Exhibit B.

B. **Existing Land Use and Zoning.** The Property is located in the Center City Form Based Code (“CCFBC”) District, Urban Residential BFS. Currently, there is no residential structure on the Property.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage.** The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

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

F. **Fire Protection Services.** Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access.** W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

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 by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

A. Allowable Uses.

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

B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line (“RBL”) located ten (10’) feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2’) feet four (4”) inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5’) foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.
2. **Building Height.** The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9’) feet. The second story finished floor height shall be ten (10’) feet six (6”) inches. The second story finished ceiling height shall be nineteen (19’) feet four (4”) inches. The third story finished floor height shall be twenty (20’) feet eight (8”) inches. The third story finished ceiling height shall be twenty-nine (29’) feet eight (8”) inches. The top ridge from grade shall be thirty-nine (39’) feet eight (8”) inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.
4. **Sanitation.** Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.
5. **Signage.** All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.
6. **Traffic access and sidewalks.** Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.
7. **Lighting.** The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.
8. **Open Space.** Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of 65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.
9. **Parking.** Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ten (10) parking spots at the rear of the Property. Notwithstanding the foregoing, two (2) inset parking spaces shall be allowed within the area shown as the dedicated fire lane on the Site Development Plan once use of such spaces become compliant with all applicable ordinances, laws, and regulations of the City. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

- 10. Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 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. Drainage.** The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.
- 12. Fencing and Street Walls.** Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

C. CCFBC Variances.

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 variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit.** Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.
2. **Unit Minimum.** The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.
3. **Parking.** The Applicant will provide ten (10) on-site parking spaces.
4. **Setbacks.** As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.
5. **Siting.** For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

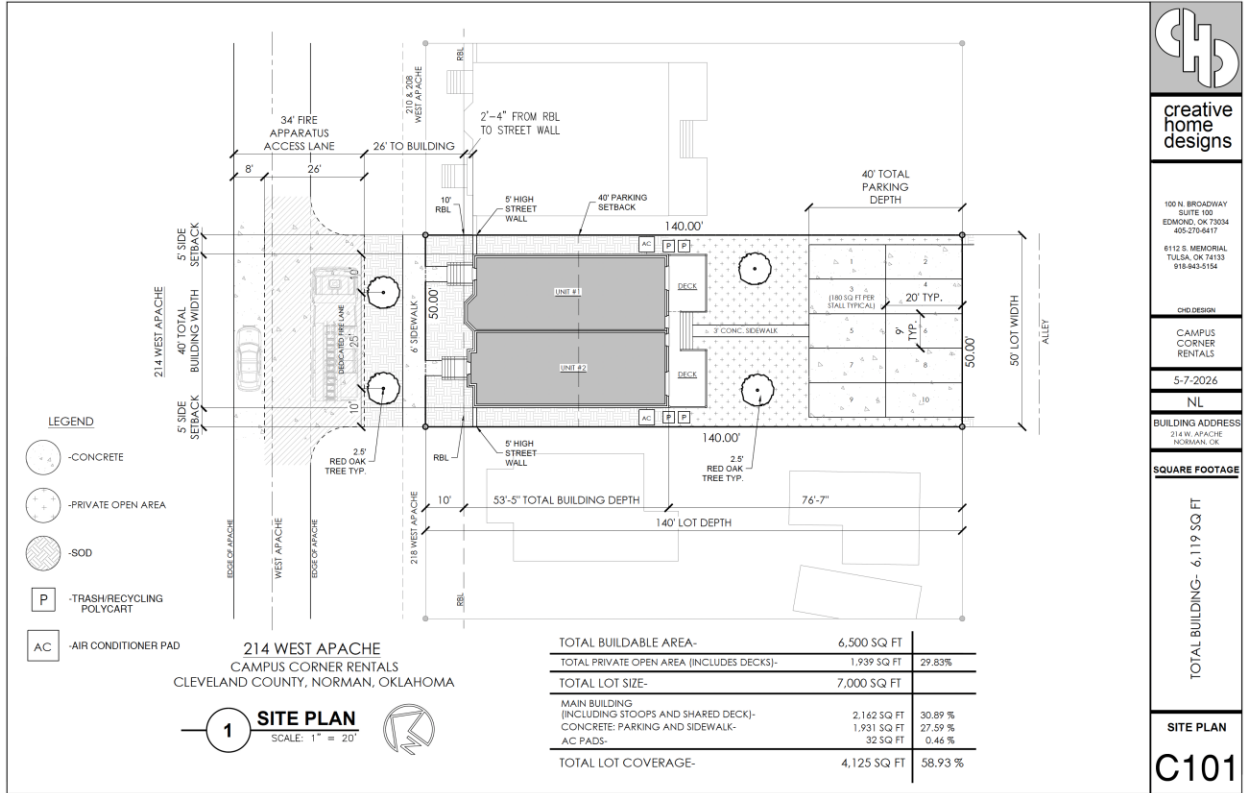
EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

EXHIBIT B

PROPOSED SITE DEVELOPMENT PLAN
Full Size PDF Documents Submitted to City Staff



**EXHIBIT C
ALLOWABLE USES**

Allowable Uses:

Residential Dwelling Units:

The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

Use Table

The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.

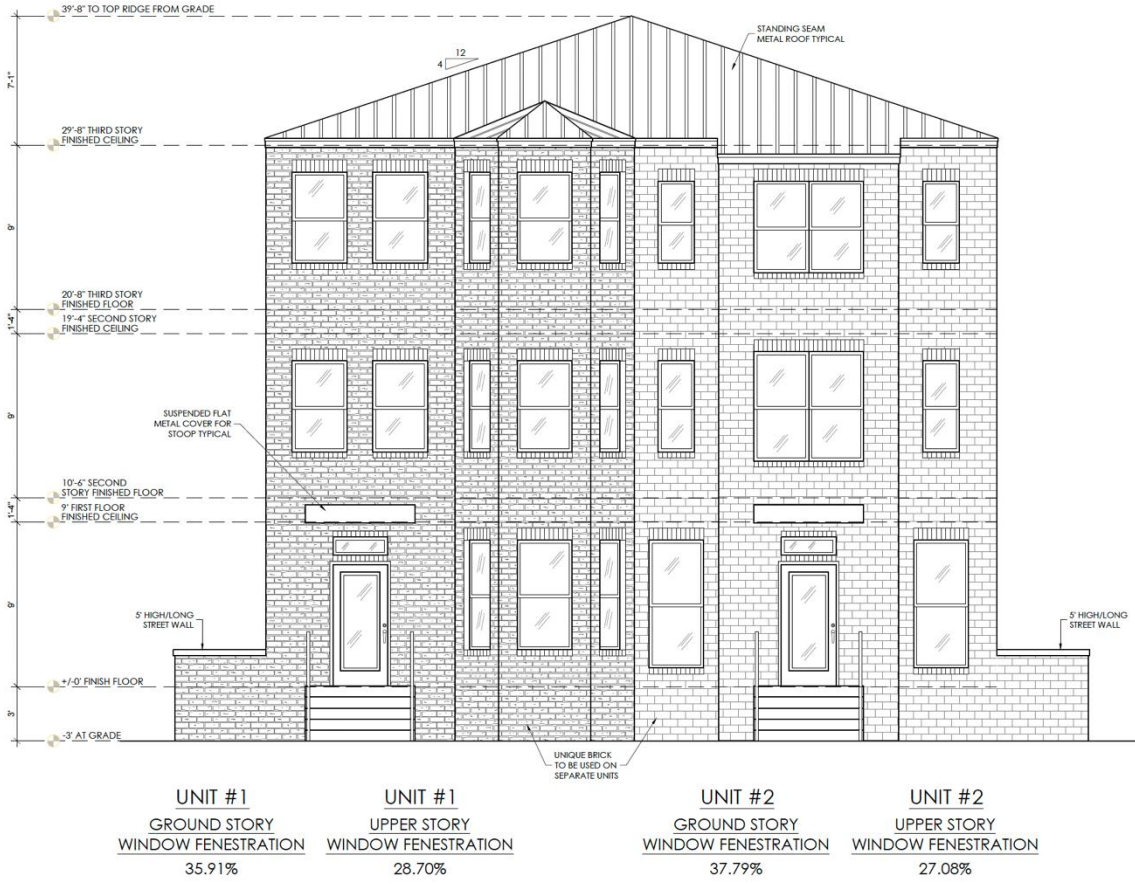
USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704J, K.
	Group Living	✓	✓	
COMMERCE	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.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

Key: ✓= Permitted Blank Cell = Not Permitted

EXHIBIT D

EXTERIOR ELEVATIONS

Full Size PDF Documents Submitted to City Staff



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
SUITE 107
BOKACHO, OK 73004
405.291.6477

617 S. MEMORIAL DR
TULSA, OK 74120
918.464.1514

CAMPUS CORNER RENTALS

4-29-2024

NL

WOODS

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS
A103

214 West Apache

A Center City Planned Unit Development

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 714, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

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I. INTRODUCTION

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B. **Development Team.** The Applicant and owner of the Property is 208Apache LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

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- A. **Location.** The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as Exhibit B.
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- G. **Traffic Circulation and Access.** W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

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 by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

A. Allowable Uses.

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

B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line (“RBL”)- located ten (10’) feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2’) feet four (4”) inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5’) foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.
2. **Building Height.** The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9’) feet. The second story finished floor height shall be ten (10’) feet six (6”) inches. The second story finished ceiling height shall be nineteen (19’) feet four (4”) inches. The third story finished floor height shall be twenty (20’) feet eight (8”) inches. The third story finished ceiling height shall be twenty-nine (29’) feet eight (8”) inches. The top ridge from grade shall be thirty-nine (39’) feet eight (8”) inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.
4. **Sanitation.** Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.
5. **Signage.** All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.
6. **Traffic access and sidewalks.** Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.
7. **Lighting.** The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.
8. **Open Space.** Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of ~~7065~~ impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.
9. **Parking.** Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ~~eight (8)~~ ten (10) parking spots at the rear of the Property. Notwithstanding the foregoing, two (2) inset parking spaces shall be allowed within the area shown as the dedicated fire lane on the Site Development Plan once use of such spaces become compliant with all applicable ordinances, laws, and regulations of the City. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

- 10. Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 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. Drainage.** The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.
- 12. Fencing and Street Walls.** Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

C. CCFBC Variances.

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 variances sought from the CCFBC follows:

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2. **Unit Minimum.** The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.
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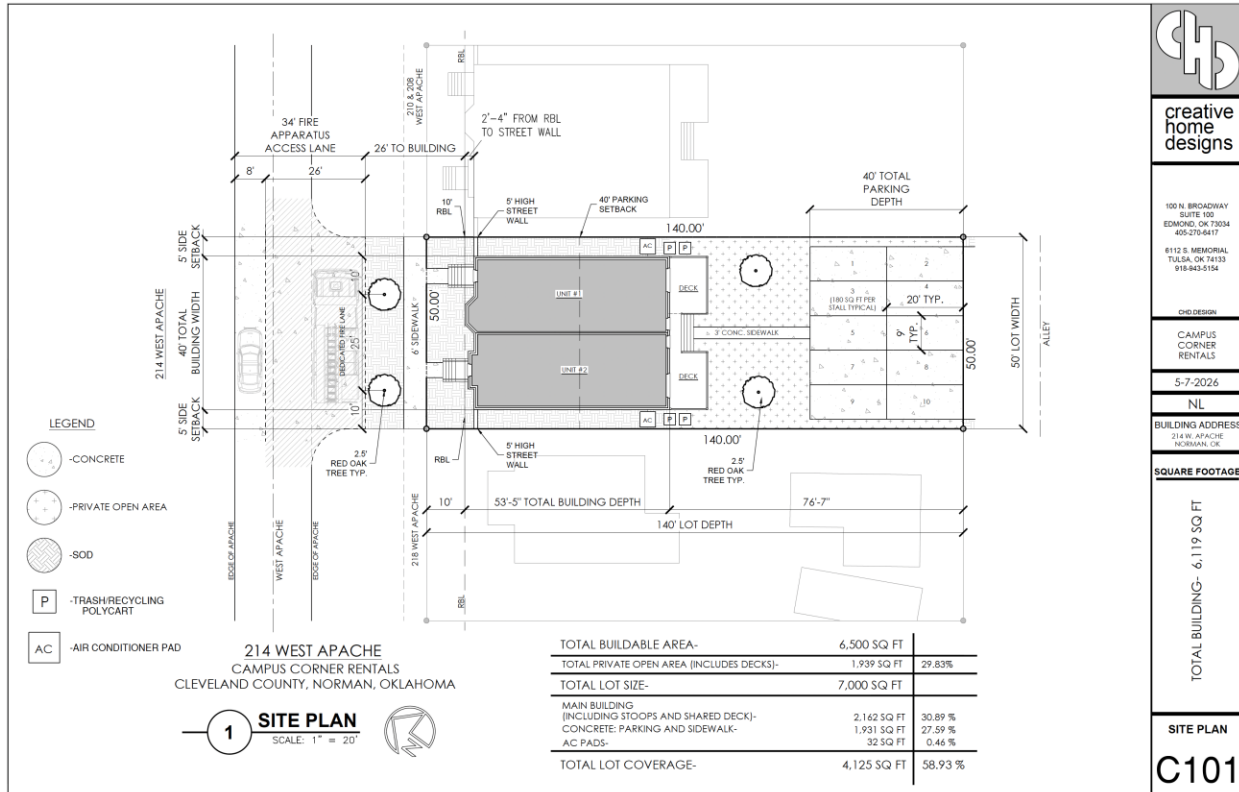
EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

EXHIBIT B

PROPOSED SITE DEVELOPMENT PLAN Full Size PDF Documents Submitted to City Staff



creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD DESIGN

CAMPUS CORNER RENTALS

5-7-2024

NL

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING - 6,119 SQ FT

SITE PLAN

C101

**EXHIBIT C
ALLOWABLE USES**

Allowable Uses:

Residential Dwelling Units:

The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

Use Table

The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.

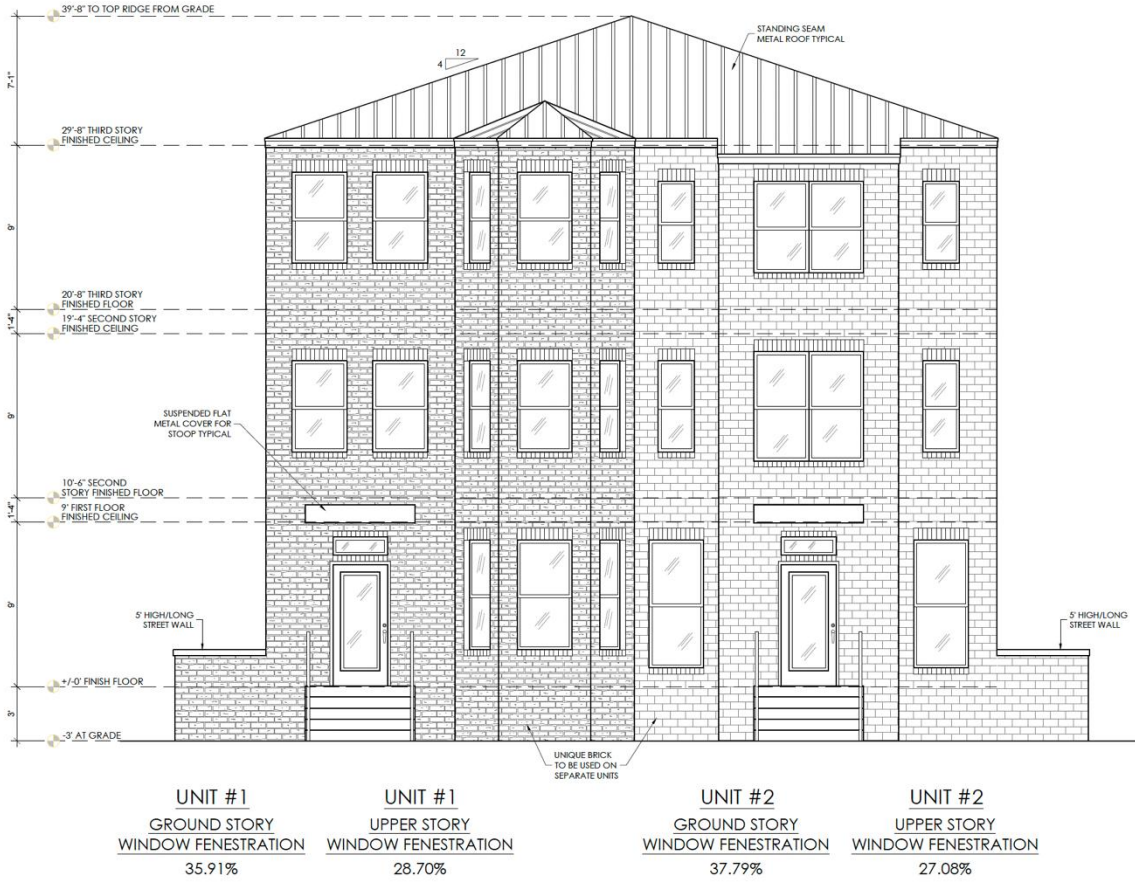
USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704J, K.
	Group Living	✓	✓	
COMMERCE	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.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

Key: ✓= Permitted Blank Cell = Not Permitted

EXHIBIT D

EXTERIOR ELEVATIONS

Full Size PDF Documents Submitted to City Staff



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
SUITE 107
BOKACHO, OK 73004
405.291.6477

617 S. MEMORIAL DR
TULSA, OK 74120
918.464.1514

CAMPUS CORNER RENTALS

4-29-2024

NL

WOODS

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS
A103

214 West Apache

A Center City Planned Unit Development

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 714, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

TABLE OF CONTENTS

I. INTRODUCTION

- A. Background and Intent
- B. Development Team

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

- A. Location
- B. Existing Land Use and Zoning
- C. Elevation and Topography
- D. Drainage
- E. Utility Services
- F. Fire Protection Services
- G. Traffic Circulation and Access

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

- A. Permissible Uses
- B. Development Criteria
- C. CCFBC Variances

EXHIBITS

- A. Legal Description of the Property
- B. Site Development Plan
- C. Allowable Uses
- D. Exterior Elevations

I. INTRODUCTION

A. **Background and Intent.** This Center City Planned Unit Development (“CCPUD”) is proposed by 208Apache LLC (the “Applicant”) for the property located at 214 W. Apache Street, Norman, Oklahoma, more particularly described on Exhibit A (the “Property”). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC’s specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for an in-fill multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team.** The Applicant and owner of the Property is 208Apache LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location.** The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as Exhibit B.

B. **Existing Land Use and Zoning.** The Property is located in the Center City Form Based Code (“CCFBC”) District, Urban Residential BFS. Currently, there is no residential structure on the Property.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage.** The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

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

F. **Fire Protection Services.** Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access.** W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

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 by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

A. Allowable Uses.

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

B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line (“RBL”) located ten (10’) feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2’) feet four (4”) inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5’) foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.
2. **Building Height.** The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9’) feet. The second story finished floor height shall be ten (10’) feet six (6”) inches. The second story finished ceiling height shall be nineteen (19’) feet four (4”) inches. The third story finished floor height shall be twenty (20’) feet eight (8”) inches. The third story finished ceiling height shall be twenty-nine (29’) feet eight (8”) inches. The top ridge from grade shall be thirty-nine (39’) feet eight (8”) inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.
4. **Sanitation.** Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.
5. **Signage.** All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.
6. **Traffic access and sidewalks.** Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.
7. **Lighting.** The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.
8. **Open Space.** Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of ~~7065~~% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.
9. **Parking.** Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ~~eight-ten (108)~~ parking spots at the rear of the Property. Notwithstanding the foregoing, two (2) inset parking spaces shall be allowed within the area shown as the dedicated fire lane on the Site Development Plan once such spaces become compliant with all applicable ordinances, laws, and regulations of the City, such as, by way of example, development of the property located directly across the street that results in a widening of West Apache Street or the elimination of on-street parking in this area. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

- 10. Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 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. Drainage.** The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.
- 12. Fencing and Street Walls.** Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

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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 variances sought from the CCFBC follows:

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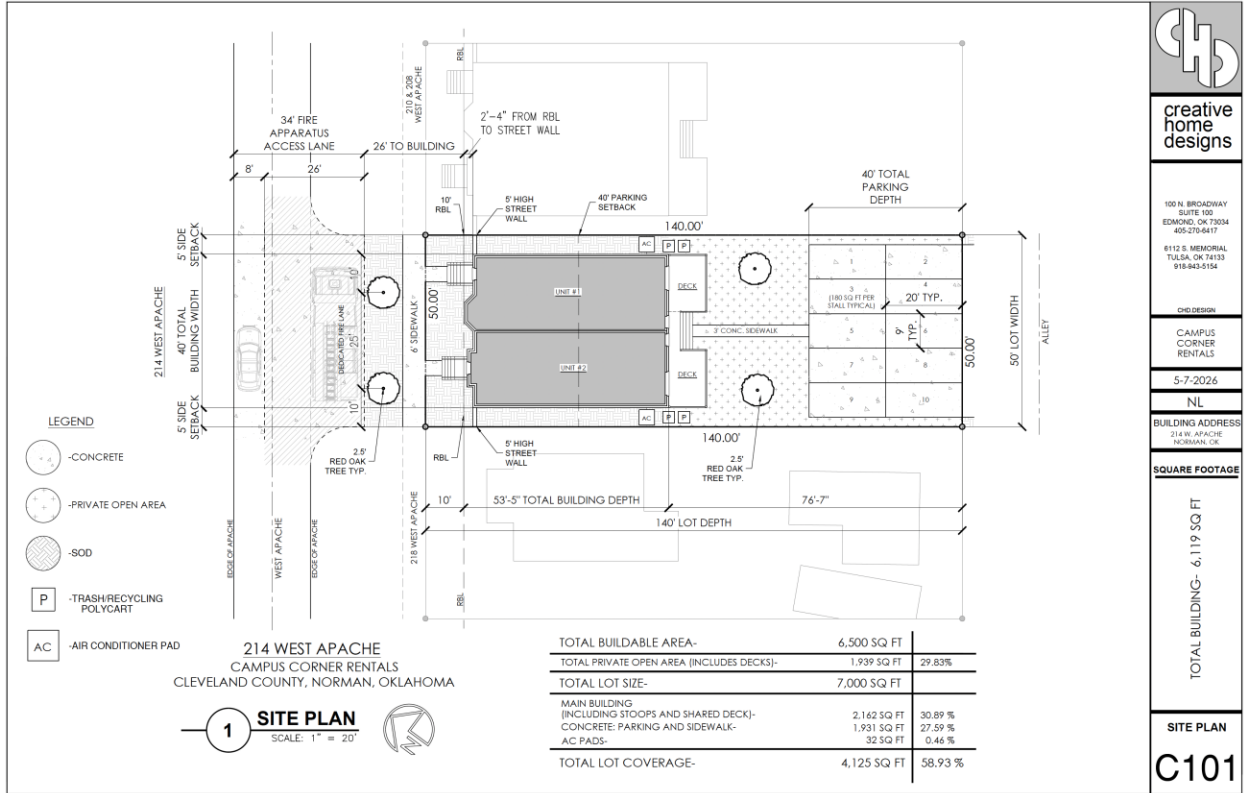
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ALLOWABLE USES**

Allowable Uses:

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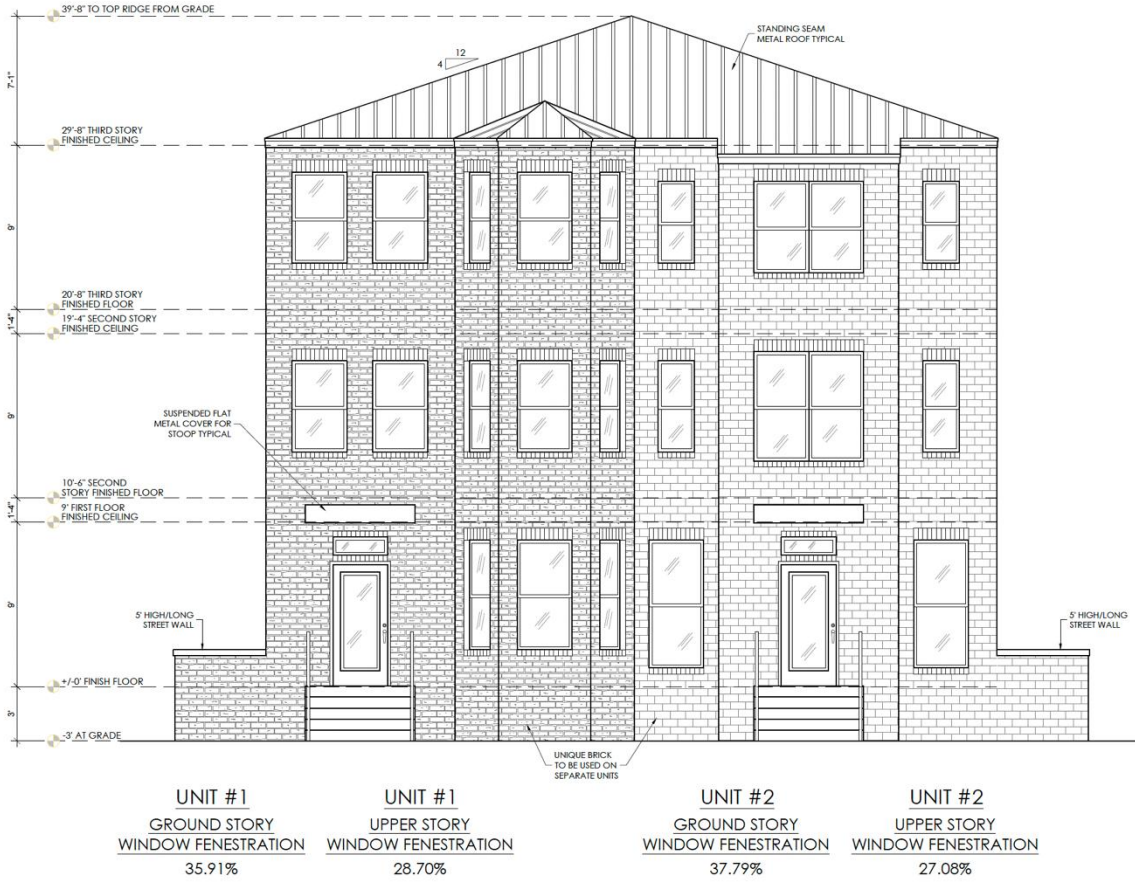
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EXHIBIT D

EXTERIOR ELEVATIONS

Full Size PDF Documents Submitted to City Staff



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creative home designs

100 N. BROADWAY
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617 S. MEMORIAL DR
TULSA, OK 74120
918.464.1514

CAMPUS CORNER RENTALS

4-29-2024

NL

WOODS

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS
A103

214 West Apache

A Center City Planned Unit Development

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 7, 2026

PREPARED BY:

RIEGER SADLER JOYCE

136 Thompson Drive

Norman, Oklahoma 73069

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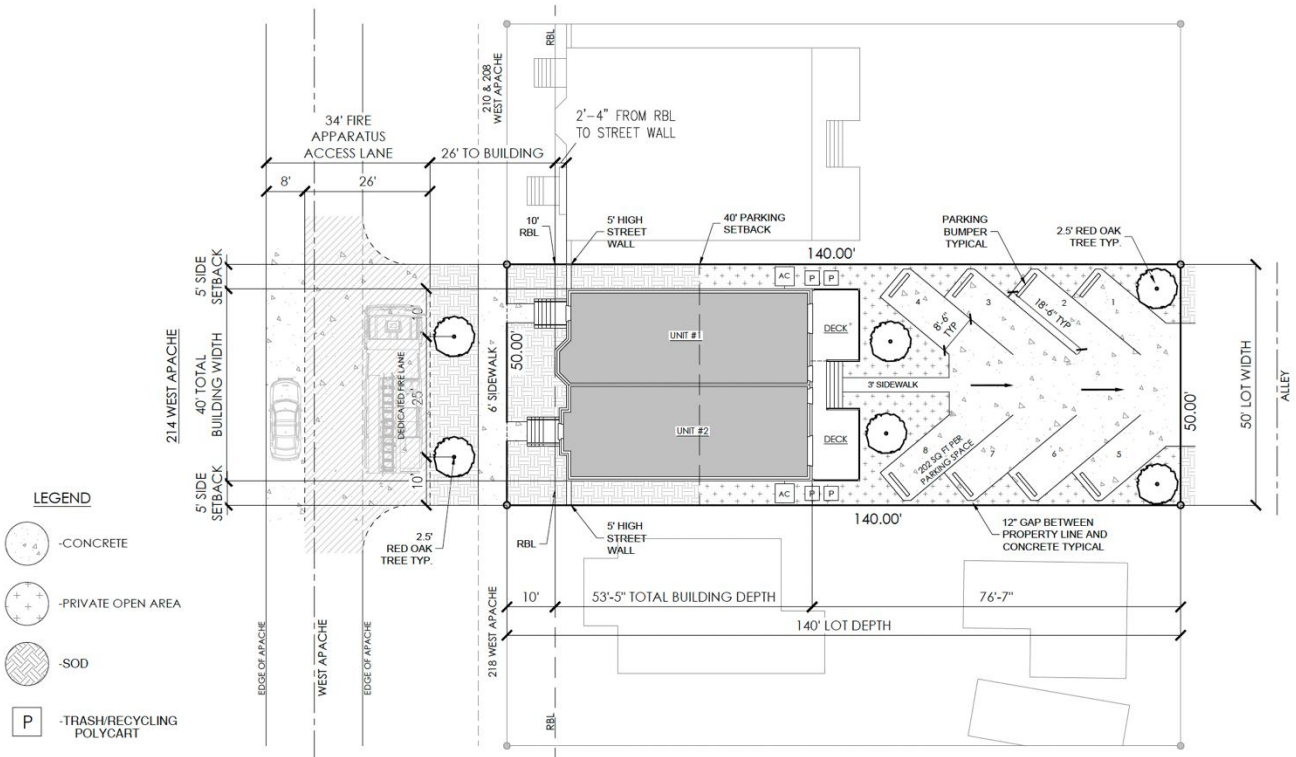
EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

EXHIBIT B

PROPOSED SITE DEVELOPMENT PLAN
Full Size PDF Documents Submitted to City Staff



- LEGEND**
- CONCRETE
 - PRIVATE OPEN AREA
 - SOD
 - TRASH/RECYCLING POLY CART
 - AIR CONDITIONER PAD

214 WEST APACHE
 CAMPUS CORNER RENTALS
 CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 SITE PLAN
 SCALE: 1" = 20'

TOTAL BUILDABLE AREA-	6,500 SQ FT	
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,404 SQ FT	21.60%
TOTAL LOT SIZE-	7,000 SQ FT	
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,517 SQ FT	35.96%
CONCRETE: PARKING AND SIDEWALK-	2,304 SQ FT	32.91%
AC PADS-	32 SQ FT	0.46%
TOTAL LOT COVERAGE-	4,853 SQ FT	69.32%

EXHIBIT C **ALLOWABLE USES**

Allowable Uses:

Residential Dwelling Units:

The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

Use Table

The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.

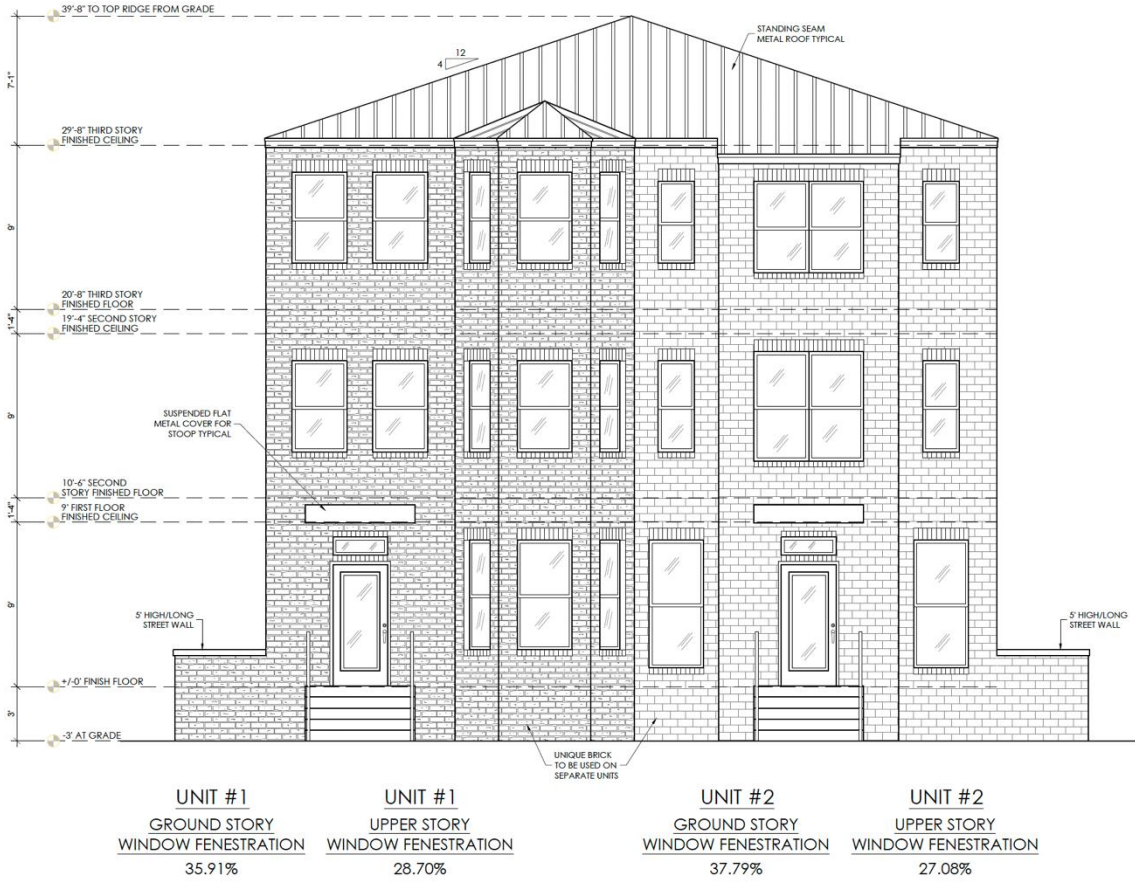
USE CATEGORY		Urban Residential		Additional Regulations
		Ground Story	Upper Story	
RESIDENTIAL	Household Living	✓	✓	Sec. 704.B.1-2; 704J, K.
	Group Living	✓	✓	
COMMERCE	Office	✓		Sec. 704.D.1-2
	Overnight Lodging	✓	✓	Sec. 704.E.1-3
	Recreation/Entertainment			Sec. 704.F.1-5
	Vehicle Sales			Sec. 704.F.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

Key: ✓= Permitted Blank Cell = Not Permitted

EXHIBIT D

EXTERIOR ELEVATIONS

Full Size PDF Documents Submitted to City Staff



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
SUITE 107
BOKACHO, OK 73004
405.292.9477

617 S. MEMORIAL DR
TULSA, OK 74103
918.464.1514

CAMPUS CORNER RENTALS

4-29-2024

NL

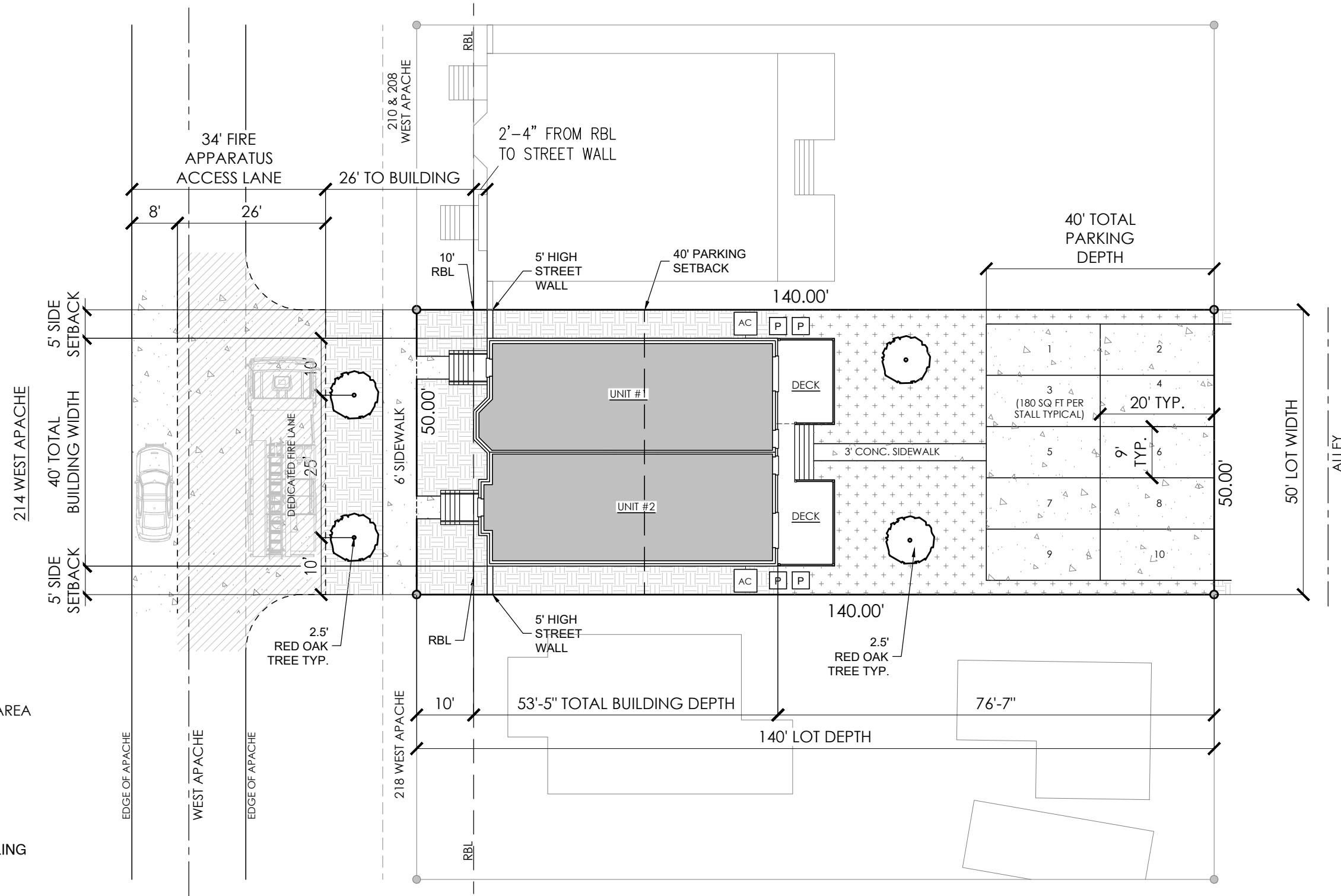
WOODS

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS
A103



LEGEND

- CONCRETE
- PRIVATE OPEN AREA
- SOD
- TRASH/RECYCLING POLYCAR
- AIR CONDITIONER PAD

214 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 SITE PLAN
SCALE: 1" = 20'

TOTAL BUILDABLE AREA-	6,500 SQ FT	
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,939 SQ FT	29.83%
TOTAL LOT SIZE-	7,000 SQ FT	
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,162 SQ FT	30.89 %
CONCRETE: PARKING AND SIDEWALK-	1,931 SQ FT	27.59 %
AC PADS-	32 SQ FT	0.46 %
TOTAL LOT COVERAGE-	4,125 SQ FT	58.93 %



creative
home
designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417
6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD DESIGN

CAMPUS
CORNER
RENTALS

4-29-2026

NL

BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

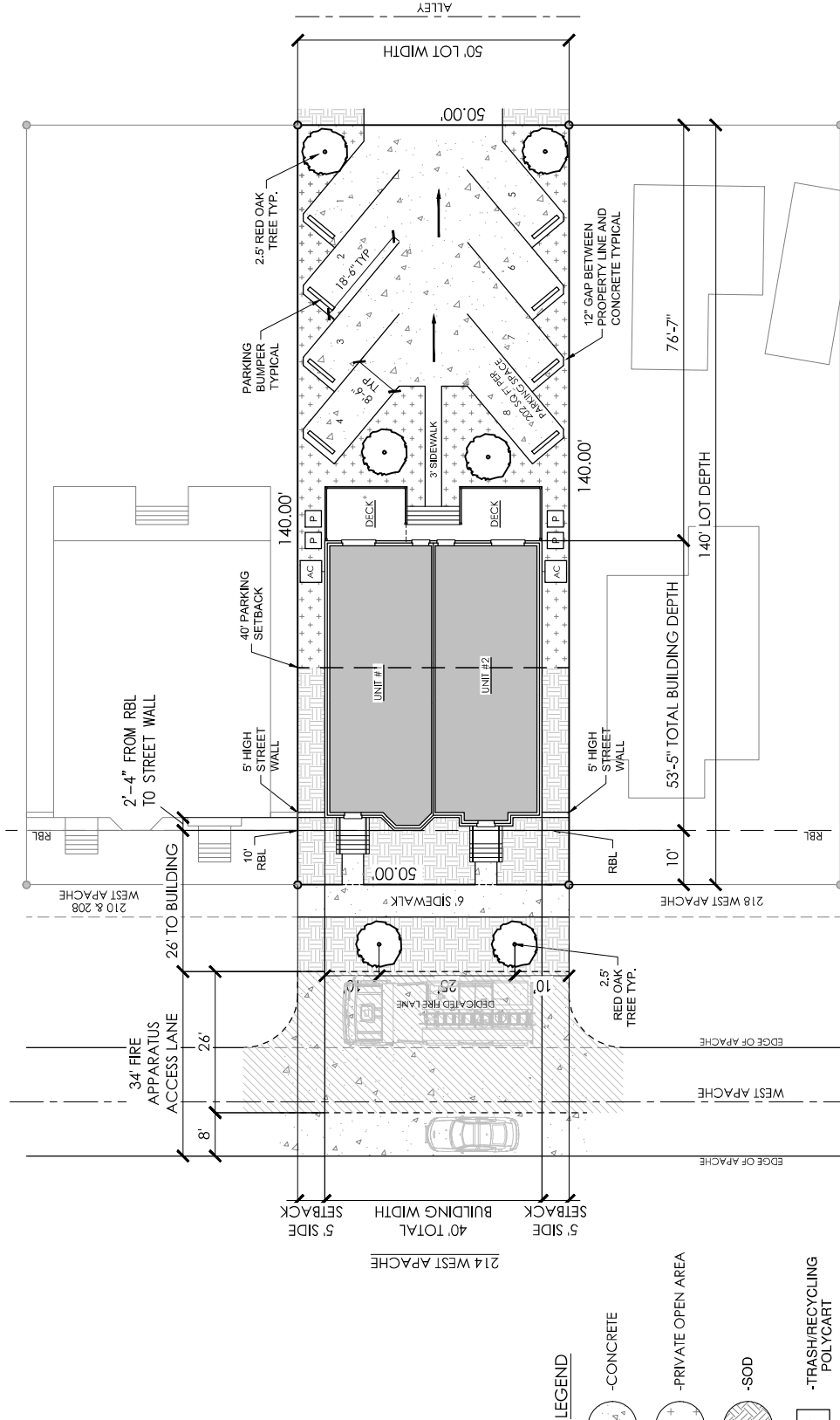
SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ. FT.

SITE PLAN

C101

Item 21.



TOTAL BUILDABLE AREA-	6,500 SQ. FT.
TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)-	1,404 SQ. FT. 21.60%
TOTAL LOT SIZE-	7,000 SQ. FT.
MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)-	2,517 SQ. FT. 35.96 %
CONCRETE: PARKING AND SIDEWALK-	2,304 SQ. FT. 32.91 %
AC PADS-	32 SQ. FT. 0.46 %
TOTAL LOT COVERAGE-	4,853 SQ. FT. 69.32 %

214 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA



1 SITE PLAN
SCALE: 1" = 20'

- LEGEND
- CONCRETE
 - PRIVATE OPEN AREA
 - SOD
 - TRASH/RECYCLING POLY CART
 - AIR CONDITIONER PAD



creative
home
designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-4417
6115 S. WILSON DR
TULSA, OK 74133
918-745-5154

CDDBREN

CAMPUS
CORNER
RENTALS

429-2026

NL

WOODS

BUILDING ADDRESS

214 W. APACHE
NORMAN, OK

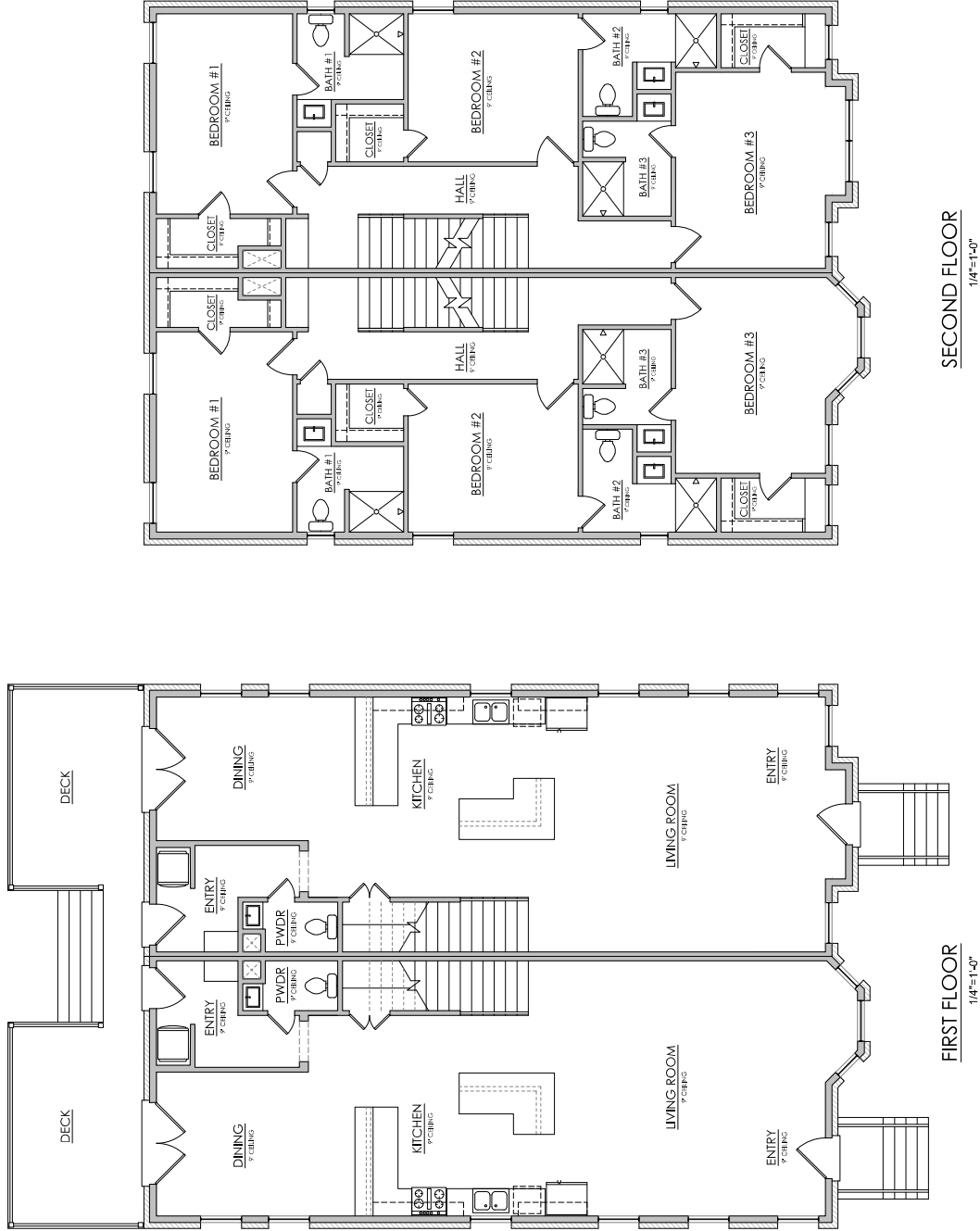
SQUARE FOOTAGE

TOTAL BUILDING - 6,119 SQ. FT.

FLOOR PLAN

A101

Item 21.



NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



creative
home
designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-5417
6115 N. WASHINGTON DR
TULSA, OK 74133
918-743-5154

OWNER

CAMPUS
CORNER
RENTALS

425-2026

NL

WOODS

BUILDING ADDRESS

214 W. APACHE
NORMAN, OK

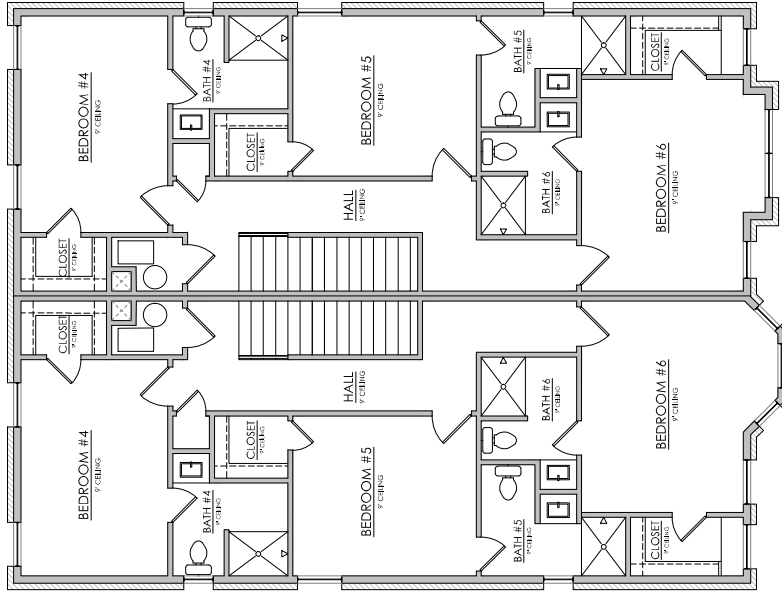
SQUARE FOOTAGE

TOTAL BUILDING - 6,119 SQ FT

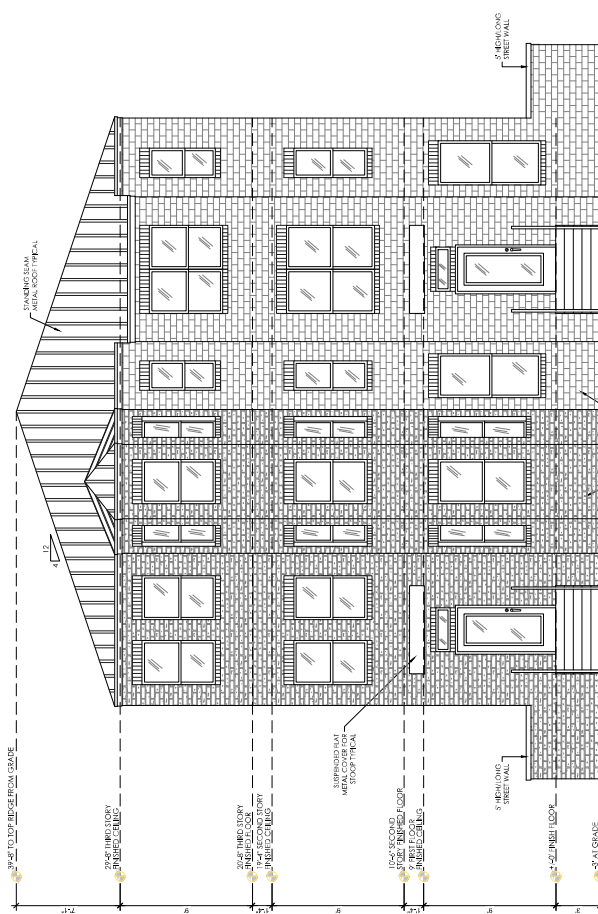
ELEVATIONS/
FLOOR PLAN

A102

Item 21.



THIRD FLOOR
1/4"=1'-0"



UNIT #1	UNIT #1	UNIT #2	UNIT #2	UNIT #2
GROUND STORY	UPPER STORY	GROUND STORY	UPPER STORY	UPPER STORY
WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION	WINDOW FENESTRATION
35.91%	28.70%	37.79%	27.08%	27.08%

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

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



creative home designs

100 N. BROADWAY
EDMOND, OK 73034
405-270-4417
6115 S. UNIVERSITY DR
TULSA, OK 74133
918-743-5154

OWNER

CAMPUS
CORNER
RENTALS

429-2026

NL

WOODS

BUILDING ADDRESS

214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

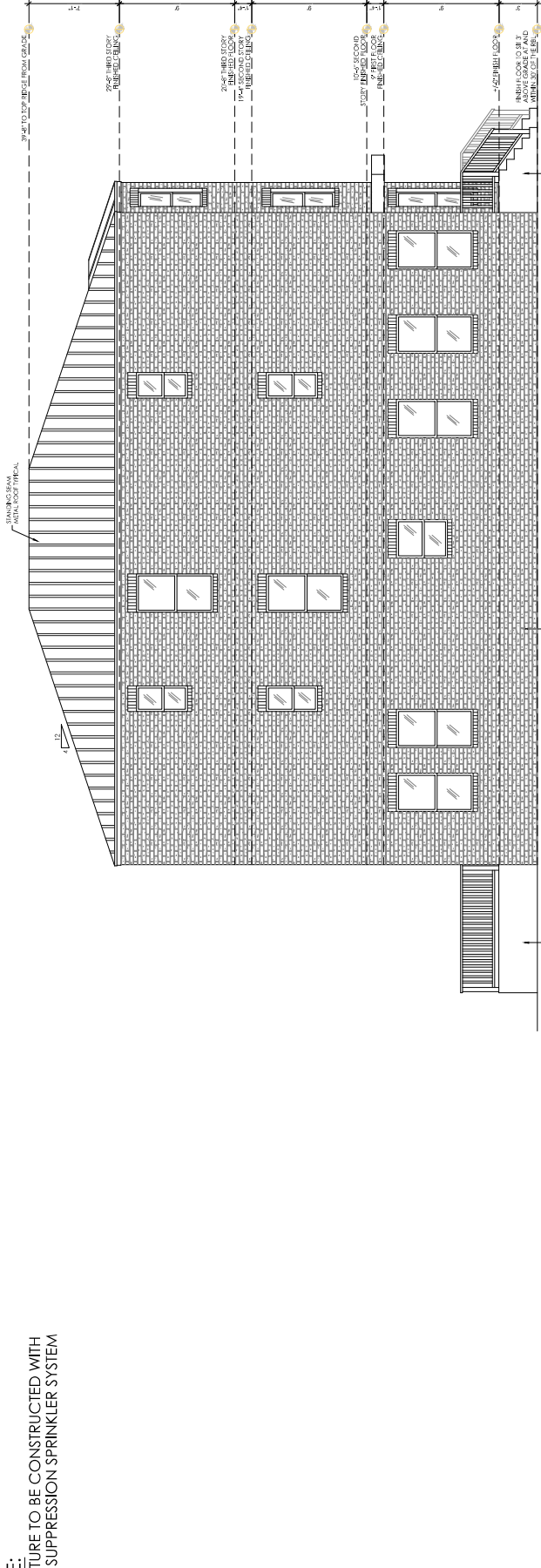
TOTAL BUILDING - 6,119 SQ. FT.

ELEVATIONS

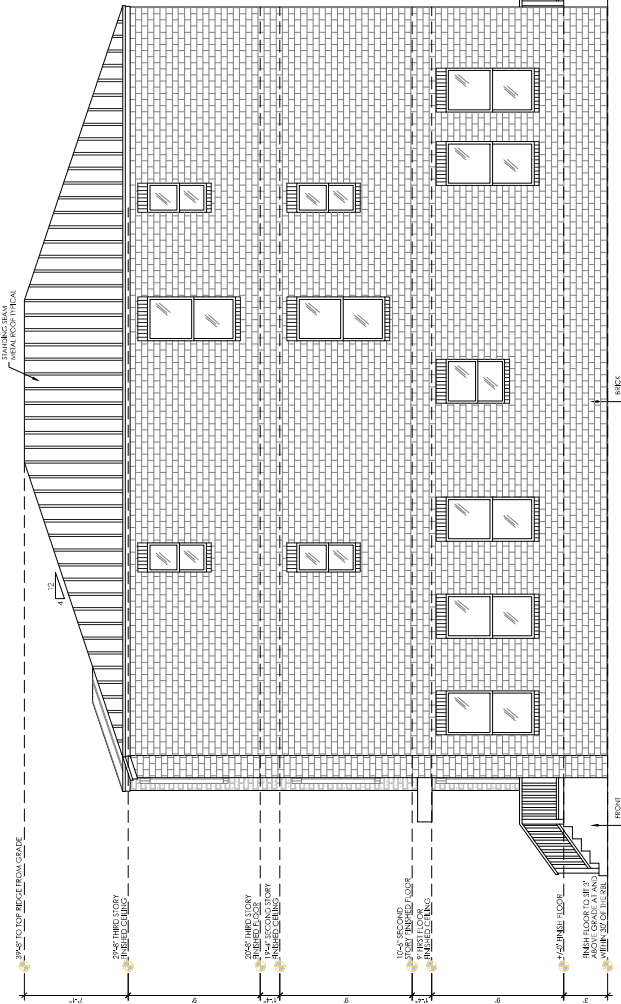
A103

Item 21.

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM



LEFT ELEVATION
1/4"=1'-0"
WINDOW
FENESTRATION
10.25%



RIGHT ELEVATION
1/4"=1'-0"
WINDOW
FENESTRATION
10.25%

Applicant: 208Apache, LLC.

Project Location: 214 W Apache St.

Case Number: PD26-10

Time: 6:00 p.m.

Applicant Representative:

Gunner Joyce and Libby Smith, Reiger Joyce Sadler LLC

Attendees:

Jon Velie
Pam Battle Velie

City Staff:

Anais Starr, Planner II

Application Summary:

The applicant requests rezoning to a CCPUD, Center City Planned Unit Development, for this 0.16-acre property in order to develop a three-story duplex with six bedrooms in each dwelling unit.

Neighbors' Comments/Concerns/Responses:

Two residents were in attendance and asked questions related to the project. The residents raised questions about the lack of sufficient parking for the number of bedrooms proposed in this duplex development. Gunner Joyce responded that parking was an issue for the entire City Center, and parking solutions for the CCFBC District were needed. The residents pointed out that a duplex with 12 bedrooms would always have more than 12 residents associated with this development on a daily basis, as friends and family of the residents would need to park. Another concern raised by a resident was the additional runoff with the development of this parcel, since it is currently a vacant lot. Mr. Joyce responded that the property owner wanted to request 70% impervious coverage, which is slightly over the allowed maximum impervious surface area of 65%.

A resident stated that the structures were "aesthetically unpleasant" and requested Mr. Joyce to pass this information on to the applicant. Mr. Joyce stated he would pass the information on to the owner.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/14/2026

REQUESTER: 208Apache, LLC

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-59: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)

APPLICANT/REPRESENTATIVE	208Apache, LLC/Rieger Sadler Joyce, LLC
LOCATION	214 W Apache 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
REQUESTED ACTION	Rezoning to a Center City Planned Unit Development

SUMMARY:

The applicant, 208Apache LLC, requests a Center City Planned Unit Development (CCPUD) for the lot located at 214 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Site Development Plan. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line. At grade Open Space will be provided as indicated in Exhibit B, Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	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	Undeveloped lot	Single-Family Detached and CCFBC Multi-family	CCFBC Duplex	CCFBC Multi-family	Single-Family Detached

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 (UH)

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space 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.

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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.

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:

PD26-10

April 23, 2026

Two neighbors were present at the pre-development meeting. They expressed concerns regarding the lack of sufficient parking for the proposed number of bedrooms in this development. They also had stormwater runoff concerns since lot coverage would be

increased on this vacant site and would be over the 65% maximum allowed. The neighbors stated the design was not aesthetically pleasing.

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 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

Fire codes for building construction will be addressed at the building permit stage.

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 applicant has an approved Lot Line Adjustment, which separated this lot from the original parcel.

The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project. At the time of building permit, the proposed inset fire lane will be required to be signed and marked indicating there is no parking allowed.

PLANNING

ZONING CODE 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.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.

The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east of the subject tract is a duplex constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the north is a single-family structures and a multifamily structure built under the 2023 CCFBC. To the south is a new apartment building constructed under the 2023 CCFBC.

The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right.

Area Regulations

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".

The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the facade. This façade placement is similar to the front setback found with the adjacent property to the east. The proposed five-foot side setbacks are consistent with the structure located to the east of the subject tract, which was built under the 2017 CCFBC. The property to the west of the subject tract is a single-family house built in the 1920s or 1930s and has the typical 25' front setback and five-foot side setbacks. The current 2023 CCFBC for Urban Residential maintains this requirement, that a new structure is to set at the RBL for 100% of their length. The proposed duplex is **inconsistent** with the area regulations regarding the Siting requirement along the RBL, a major design element of the Center City Form-Based Code. However, the proposed structure will match the new structures found on the block that were built under older CCFBC regulations in regard to side setbacks.

Height Regulations

- The proposed three-story duplex is shown on the proposed elevations drawing, Exhibit D.

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 proposed three-story duplex is **consistent** with the height regulations of the CCFBC.

Open Space/Impervious Surface Coverage

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.

The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum

70% impervious surface coverage for the subject tract without proposing any engineered solutions. This does not meet the CCFBC requirements.

*The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations.*

Landscaping

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.

*The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway approach will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway are proposed with this CCPUD.

The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk meets the City's sidewalk requirement.

*The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve required parking spaces. The CCPUD Narrative and Site Development Plan propose only eight parking spaces. For this reason, this proposed development is **inconsistent** with the CCFBC parking regulations.*

Lighting

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

Signage

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

Screening

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies

General Policies

Residential Policies

- 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 developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on W Apache Street. The CCPUD submitted elevations proposing to differentiate the two units of the duplex by utilizing different brick colors.

The CCPUD proposal for a duplex with six bedrooms in each unit seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

Core Neighborhood Areas 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.

The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Site Plan shows eight parking spaces in the proposed parking lot off the alleyway.

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

Land Use Development Policies

Urban High Policies

- 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.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

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.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

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.

A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk 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. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

Transportation

- 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.

The development site 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, there is an Embark bus stop 0.07 mile from the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.

*The development is **consistent** with the Urban High Land Use policy.*

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 lot split 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.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

Public Space

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

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

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. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.

WATER/WASTEWATER AVAILABILITY

Water 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) is to be reused, it must have materials identified.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.

DISCUSSION:

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

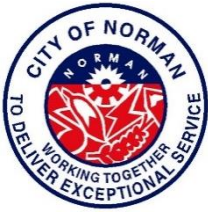
The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from: minimum twelve parking spaces requirement, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and the street walls along the RBL.

CONCLUSION:

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-59 to Planning Commission for consideration and a recommendation to the City Council.

File Attachments for Item:

22. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-17: PRELIMINARY PLAT FOR DOLESE NORTH, GENERALLY LOCATED 1,800 FEET NORTH OF ROCK CREEK ROAD ON THE EAST SIDE OF FLOOD AVENUE (WARD 8).



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/26

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-2526-17: PRELIMINARY PLAT FOR DOLESE NORTH, GENERALLY LOCATED 1,800 FEET NORTH OF ROCK CREEK ROAD ON THE EAST SIDE OF FLOOD AVENUE (WARD 8).

BACKGROUND:

This item is a preliminary plat for Dolese North generally located 1800-foot north of Rock Creek Road on the east side of Flood Avenue. This property consists of 4.32 acres and one (1) lot. There is proposed common access with platted property to the south under the same ownership. An access agreement/easement will be filed of record with the final plat.

Planning Commission, at its meeting of May 14, 2026, on a vote of 7-0, recommended to City Council approval of the preliminary plat for Dolese North. In addition, Planning Commission, on a vote of 7-0, with amendment regarding a billboard sign recommended this property be placed in the SPUD, Simple Planned Unit Development District and removed from C-2, General Commercial District. Since that time, at the request of the applicant, the rezoning request has been withdrawn. The property will remain as C-2, General Commercial District.

DISCUSSION:

The proposed 40,500 square feet of office/warehouse space is proposed for location on the east side of Flood Avenue north of the Rock Creek Road intersection. The site will contain a single point of access onto Flood Avenue and is expected to generate 38 AM peak hour trips, 32 PM peak hour trips, and 404 trips on an average weekday. Obviously, being below the threshold for when a traffic impact study is required (>100 peak hour trips is the threshold), a traffic impact memorandum was submitted by Traffic Engineering Consultants, Inc. No traffic operational issues are anticipated due to the development.

STREET	NO. OF LANES	BACK-GROUND TRAFFIC (Veh/day)	PROJECTED TRAFFIC (Veh/day)	TOTAL PROJECTED TRAFFIC (Veh/day)	ROADWAY CAPACITY L.O.S. "E"	% CAPACITY USED (BACKGROUND)	% CAPACITY USED (PROJECTED)
Flood Avenue	5	24,000	404	24,404	36,000	66.67	67.79

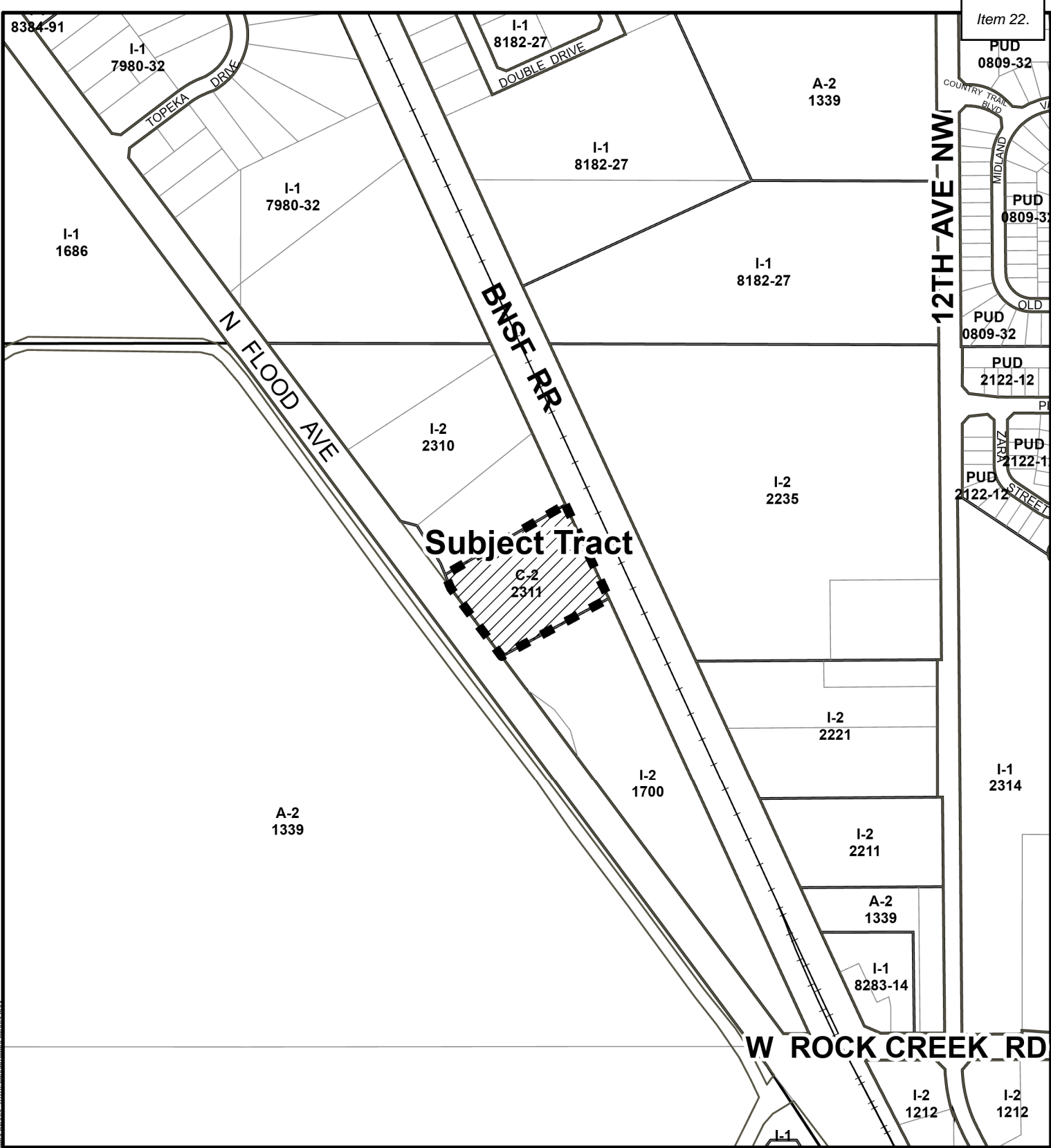
The proposed development will access Flood Avenue by way of a single, full access driveway. The proposed access is proposed as a joint access with the unplatted property to the south, and, as such, will help to minimize the number of driveways onto Flood Avenue. Capacity exceeds demand in this area. As such, no additional off-site improvements are anticipated.

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 plat.
3. **Sanitary Sewers**. Sanitary sewer mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards. A portion of off-plat sanitary sewer main will be installed east and north of this property.
4. **Sidewalks**. Sidewalks will be installed adjacent to Flood Avenue.
5. **Storm Sewers**. This property will utilize detention facilities to convey storm water runoff. Drainage easements are required for the detention facilities.
6. **Streets**. Flood Avenue paving is existing.
7. **Water Mains**. Water mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards to serve a fire hydrant. There is an existing 24" water main adjacent to Flood Avenue.
8. **WQPZ**. The property contains Water Quality Protection Zone. The engineer for the developer is utilizing WQPZ averaging. With final platting, covenants will be required to protect the WQPZ.
9. **Public Dedications**. All required easements will be dedicated to the City on the final plat. Off-plat separate instrument (easement) will be required for a proposed sanitary sewer system serving this property and property to the south.

STAFF RECOMMENDATIONS:

Based on the above information, staff recommends approval of the preliminary plat for Dolese North.



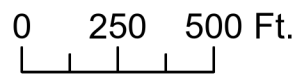
Location Map



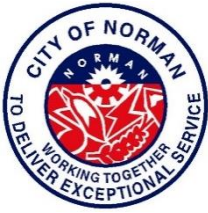
Map Produced by the City of Norman
 Geographic Information System.
 The City of Norman assumes no
 responsibility for errors or omissions
 in the information presented.



March 5, 2026



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CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/14/2026

REQUESTER: Cradle Investments, LLC

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2526-17: PRELIMINARY PLAT SUBMITTED BY CRADLE INVESTMENTS, LLC FOR DOLESE NORTH, FOR 4.32 ACRES OF PROPERTY LOCATED NEAR THE NORTHEAST CORNER OF THE INTERSECTION OF N. FLOOD AVENUE AND W. ROCK CREEK ROAD. (WARD 8)

LOCATION: Generally located approximately 1,800 feet north of Rock Creek Road on the east side of North Flood Avenue.

INFORMATION:

1. Owners. Cradle Investments, LLC.
2. Developer. Cradle Investments, LLC.
3. Engineer. ARC Engineering.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1313 annexing this property into the Norman Corporate City Limits without zoning.
2. January 23, 1962. City Council adopted Ordinance No. 1339 placing this property in A-2, Rural Agricultural District.
3. September 29, 1970. City Council adopted Ordinance No. 2311 placing this property in C-2, General Commercial District and removing it from A-2, Rural Agricultural District.

4. April 9, 2026. The rezoning request for Ordinance No. O-2526-50 was postponed at the request of the applicant.
5. April 9, 2026. The preliminary plat for Dolese North, a Simple Planned Unit Development was postponed at the request of the applicant.
6. May 14, 2026. The applicant has made a request to place this property in the SPUD, Simple Planned Unit Development District and remove it from C-2, General Commercial 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 the final plat being filed of record.
3. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards. A portion of off-plat sanitary sewer main will be installed east and north of this property.
4. Sidewalks. A sidewalk will be required adjacent to Flood Avenue.
5. Storm Sewers. This property will utilize detention facilities to convey storm water runoff. Drainage easements are required for the detention facilities.
6. Streets. Flood Avenue paving is existing.
7. Water Mains. Water mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards to serve a fire hydrant. There is an existing 24" water main adjacent to Flood Avenue.
8. WQPZ. The property contains Water Quality Protection Zone. The engineer for the developer is utilizing WQPZ averaging. With final platting, covenants will be required to protect the WQPZ.

PUBLIC DEDICATIONS:

1. Easements. All required easements will be dedicated to the City on the final plat. Off-plat separate instrument (easement) will be required for a proposed sanitary sewer system serving this property and possibly future properties to the south.
2. Rights-of-Way. Flood Avenue right-of-way is existing.

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

STAFF COMMENTS AND RECOMMENDATION: This property consist of 4.32 acres and 1 lot. This proposal has a common access with platted property to the south reducing the number of access points with Flood Avenue. An access agreement will need to be filed with the Cleveland County Clerk. Staff recommends approval of the preliminary plat for Dolese North, a Simple Planned Unit Development.

ACTION NEEDED: Recommend approval or disapproval of the preliminary plat for Dolese North, Simple Planned Unit Development to City Council.

ACTION TAKEN:

Applicant: Cradle Investments, LLC

Project Location: Northeast Corner of the Intersection of N. Flood Avenue and E. Rock Creek Road

Case Number: PD26-6

Time: 5:30 p.m.

Applicant Representative:
Matthew Peacock

Attendees:

City Staff:
Logan Gray, Planner II
Landon Gum, Subdivision Development Coordinator

Application Summary:
The applicant, Cradle Investments, LLC, is requesting rezoning from C-2, General Commercial District, to SPUD, Simple Planned Unit Development. The proposed rezoning and associated plat will allow for development containing commercial uses and the placement of a billboard.

Neighbors' Comments/Concerns/Responses:
There were no neighboring property owners in attendance for the proposal's Pre-Development meeting.

File Attachments for Item:

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-175: AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN SOONER FASHION MALL, L.L.C., AND THE CITY OF NORMAN, OKLAHOMA, PROVIDING FOR THE REBATE OF CERTAIN SALES TAX REVENUES AS REIMBURSEMENT FOR CERTAIN PROPERTY COSTS EXPENDED BY SOONER FASHION MALL OVER A FIVE-YEAR PERIOD. (Ward 3)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/09/2026

REQUESTER: Sooner Fashion Mall, L.L.C.

PRESENTER: Darrel Pyle, City Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-175: AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN SOONER FASHION MALL, L.L.C., AND THE CITY OF NORMAN, OKLAHOMA, PROVIDING FOR THE REBATE OF CERTAIN SALES TAX REVENUES AS REIMBURSEMENT FOR CERTAIN PROPERTY COSTS EXPENDED BY SOONER FASHION MALL OVER A FIVE-YEAR PERIOD. (Ward 3)

BACKGROUND:

In recent months, Sooner Fashion Mall, L.L.C., (“Mall”) approached the City about a possible sales tax rebate agreement. After discussion with Mall representatives, it was requested that a term sheet be brought forward to Council for discussion and consideration. Council discussed the proposal at its Study Session on March 17, 2026, and expressed support for the proposal but requested feedback from the Economic Development Advisory Board.

The request from the Mall is to receive a rebate of 100% of the non-dedicated portion of the City sales tax (2.3%) that is generated at the Mall in excess of the average annual non-dedicated portion of the City sales tax collected over 2022, 2023, and 2024 up to a maximum of \$300,000 per year. In order to receive a rebate, the Mall must submit documented Property Costs for which it is seeking rebate. “Property Costs” are defined as any and all capital investment costs for the improvement of the Property or to draw new tenants to the Property, excluding routine maintenance. It can include tenant allowance, landlord work, interior lighting upgrades, exterior lighting upgrades, restroom remodels, common area amenities, play area upgrades, common area door replacement, construction of a community gathering place, exterior building refresh, signage, new landscaping, paving mill and overlay, and other such costs for the betterment/improvement of the Property.

Sales taxes collected at the Property from businesses that relocate to the Property from elsewhere in Norman will not be included in the calculation of the Sales Tax Rebate. Additionally, if available, and if desired by the City, the Mall is willing to provide police department substation space free of any rent or leasing fees.

The first rebate the Mall would be entitled to receiving under this agreement would be based on 2025 sales tax collection. Preliminary 2025 sales tax collection data indicates that the

maximum rebate the Mall would be entitled to under this proposal during FYE27 as reimbursement for Property Costs would be approximately \$60,735. If a new anchor tenant were to locate in the vacant Sears space or if additional retail space were added, this number could increase substantially depending on the sales of the new retailers. Under the proposal, the rebate could not exceed \$300,000 per year. The initial term of the agreement is 5 years. The agreement may be renewed for a maximum of two 3-year renewal periods based on progress and approval by the City Council.

The Economic Development Advisory Board (EDAB) met in a Special Meeting on March 18, 2026. The following members were present: Chairperson Chuck Thompson, Shelley Cox, Mayumi Windler, and Hailey Hopper. Although the Board was generally supportive of an arrangement for a sales tax rebate, during its discussion of the proposal, several concerns were noted. The primary concerns were about rebating 100% of the sales tax revenue growth and about allocating sales tax revenue growth to the mall for properties not owned by the mall (Dillards and possibly the Sears parcel in the future). Ultimately, the following motion was made and adopted unanimously:

Motion to recommend to continue negotiating the term sheet based on discussions in this meeting, specifically, to address concerns about the impact of the agreement on other property owners included in Exhibit A to the term sheet, including if the Sears anchor is sold to another retailer; concerns about issuing a rebate of 100% of sales tax growth, with a preference for a 50/50 split in revenue growth between the Mall and the City with a higher cap of \$500,000 or alternatively, a declining percentage that would allow for upfront investment by the mall while preserving sales tax growth revenue over time for the City.

The City Council approved the term sheet (K-2526-161) unanimously at its meeting on March 24, 2026.

Payments earned from the contact will be appropriated by City Council when they are requested by the Mall.

DISCUSSION:

Contract K-2526-175 is the contract contemplated by the term sheet. Its material terms are identical to those expressed in the term sheet approved by City Council. Council discussed the final agreement at its Study Session on May 19, 2026.

RECOMMENDATION:

Contract K-2526-175 is being forwarded for Council consideration.

ECONOMIC DEVELOPMENT AGREEMENT

THIS ECONOMIC DEVELOPMENT AGREEMENT (this “Agreement”) is made as of this _____ day of _____, 2026 (“Effective Date”), by and between the City of Norman, a municipal corporation (the “City”), and Sooner Fashion Mall L.L.C., a Delaware limited liability company (“Owner”).

RECITALS:

WHEREAS, Owner owns and operates that portion of the Sooner Mall located at and around 3301 W. Main Street, Norman, Oklahoma 73072, which is legally described and/or depicted on Exhibit A attached hereto (the “Mall” or “Mall Property”); and

WHEREAS, the City believes it is in the best interest of the citizens of the City to provide development financing assistance to Owner for its operation of the Mall and the Property (as defined below) in the form of the City sales tax rebate set forth in this Agreement; and

WHEREAS, for purposes of this Agreement, the references to the “Property” shall mean the Mall Property currently owned by Owner, and all businesses located on the property legally described and/or depicted on Exhibit B attached hereto, which shall include (i) all businesses located in or on the Mall Property, (ii) the property that is operated as a “Dillard’s” as of the Effective Date, which is not owned by Owner, but for which Owner maintains the common areas thereat, and (iii) the property that is operated as a “Longhorn’s Steakhouse” restaurant as of the Effective Date, which is not owned by Owner, but for which Owner maintains the common areas thereat (collectively, the “Property”); and

WHEREAS, the City finds that entering into this Agreement will serve the public purpose of economic development of the City and will preserve and enhance economic development and activity of the Property; and

WHEREAS, the City finds that (1) entering into this Agreement is legislatively determined to be for a legitimate public purpose; (2) the terms of this Agreement and the nature and scope of the assistance being provided to Owner are in furtherance of the City’s goal of preserving and enhancing the sales tax base, and (3) this Agreement provides for adequate consideration, accountability and safeguards in exchange for the consideration to be extended by the City.

NOW, THEREFORE, in consideration of the covenants and conditions hereinafter set forth, the City and Owner agree as follows:

1. Recitals and Findings. The parties hereby incorporate the recitals and findings as set forth above in this Agreement.

2. Sales Tax Rebate; Development Financing Assistance. Owner will receive a rebate of one hundred percent (100%) of the non-dedicated portion of the City sales tax (2.3%) collected at the Property during each Sales Tax Collection Period (defined below) in excess of \$1,668,847, which is the average annual non-dedicated portion of the City sales tax collected at the Property during calendar years of 2022, 2023 and 2024 (the “Fixed Baseline”), up to a maximum amount

of \$300,000 per Sales Tax Collection Period (the “Sales Tax Rebate Funds”), upon submission of commercially reasonable documented Property Costs, as defined hereinbelow, to the City and subject to an adequate appropriation by the City Council for such purpose. The Fixed Baseline shall remain fixed during the entire term of this Agreement (the initial term and any applicable renewal period).

3. Term. The initial term of this Agreement shall be five (5) years, which for purposes of clarification shall cover all of the Sales Tax Collection Periods, Reimbursement / Payment Periods, and Property Costs Incurred Periods described in the Initial Period set forth in Section 4 below. The term of this Agreement may be renewed for a maximum of two (2) three (3)-year renewal periods (which, for purposes of clarification, shall cover all of the Sales Tax Collection Periods, Reimbursement / Payment Periods, and Property Costs Incurred Periods described in the First Renewal Period and Second Renewal Period, respectively, set forth in Section 4 below) with the approval by the City Council. All multi-year agreements are subject to an annual appropriation by the City for this purpose.

4. Sales Tax Collection Period. The amount of annual Sales Tax Rebate Funds which Owner will be entitled to receive will be based on sales tax collected at the Property during the period beginning on January 1st and ending on December 31st of a given calendar year (in each instance, the “Sales Tax Collection Period”), beginning on January 1, 2025 and ending on December 31, 2025, as set forth below in the column entitled “Sales Tax Collection Period.” Owner will be entitled to receive the annual Sales Tax Rebate Funds as a reimbursement for Owner’s Property Costs (as defined and described below) during the period beginning on July 1st immediately following each Sales Tax Collection Period and ending on the subsequent June 30th, beginning on July 1, 2026 and ending on June 30, 2027 (in each instance, the “Reimbursement/Payment Period”), as set forth below in the column entitled “Reimbursement/Payment Period.” Further, the payment of the Sales Tax Rebate Funds to Owner is meant to be a reimbursement to Owner for funds Owner has expended on Property Costs. In order for Owner to be entitled to receive a payment of the Sales Tax Rebate Funds during the Reimbursement/Payment Period, Owner must deliver to the City sufficient documentation that commercially reasonably evidences that Owner has expended funds on Property Costs (as defined below) in an amount equal to or exceeding the amount of the Sales Tax Rebate Funds then being requested by Owner during the period beginning on January 1st immediately following each Sales Tax Collection Period and ending on June 30th of the following calendar year (the “Property Costs Incurred Period”), as set forth below in the column entitled “Property Costs Incurred Period.”

Initial Term:

Year	Sales Tax Collection Period	Reimbursement/Payment Period	Property Costs Incurred Period
1	January 1, 2025 – December 31, 2025	July 1, 2026 – June 30, 2027	January 1, 2026 – June 30, 2027
2	January 1, 2026 – December 31, 2026	July 1, 2027 – June 30, 2028	January 1, 2027 – June 30, 2028
3	January 1, 2027 – December 31, 2027	July 1, 2028 – June 30, 2029	January 1, 2028 – June 30, 2029
4	January 1, 2028 – December 31, 2028	July 1, 2029 – June 30, 2030	January 1, 2029 – June 30, 2030
5	January 1, 2029 – December 31, 2029	July 1, 2030 – June 30, 2031	January 1, 2030 – June 30, 2031

First Renewal Term:

Year	Sales Tax Collection Period	Reimbursement/Payment Period	Property Costs Incurred Period
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6	January 1, 2030 – December 31, 2030	July 1, 2031 – June 30, 2032	January 1, 2031 – June 30, 2032
7	January 1, 2031 – December 31, 2031	July 1, 2032 – June 30, 2033	January 1, 2032 – June 30, 2033
8	January 1, 2032 – December 31, 2032	July 1, 2033 – June 30, 2034	January 1, 2033 – June 30, 2034

Second Renewal Term:

Year	Sales Tax Collection Period	Reimbursement/Payment Period	Property Costs Incurred Period
9	January 1, 2033 – December 31, 2033	July 1, 2034 – June 30, 2035	January 1, 2034 – June 30, 2035
10	January 1, 2034 – December 31, 2034	July 1, 2035 – June 30, 2036	January 1, 2035 – June 30, 2036
11	January 1, 2035 – December 31, 2035	July 1, 2036 – June 30, 2037	January 1, 2036 – June 30, 2037

5. Delivery of Report of Previous Years Sales Tax Collections for the Property. The City Manager of the City shall deliver to Owner a report of the state reported sales tax collection amounts for the Property for the previous Sales Tax Collection Period, together with a calculation evidencing the Sales Tax Rebate Funds applicable for such Sales Tax Collection Period (the “Sales Tax Collections Report”) for each year during the term of this Agreement. For the first Sales Tax Collection Period (January 1, 2025 thru December 31, 2025), the City Manager shall deliver the Sales Tax Collections Report to Owner by no later than June 1, 2026, and for each subsequent Sales Tax Collection Period during the term of this Agreement by no later than March 15th of the year subsequent to the applicable Sales Tax Collection Period.

6. Property Costs; Review of Evidence of Property Cost Expenditures. For purposes of this Agreement, “Property Costs” shall mean any and all capital investment costs, including but not limited to, costs that can be capitalized under GAAP, but excluding routine maintenance. Examples of Property Costs include, but are not limited to, the following costs incurred by Owner and/or its affiliates: tenant allowance (except as set forth in Section 7 of this Agreement); landlord work; interior lighting upgrades; exterior lighting upgrades; restroom remodels; common area amenities (flooring, furniture, wall coverings, interior, exterior); play area upgrades; common area door replacement; construction of a community gathering place; exterior building refresh; exterior/interior common area signage; new landscaping installation; paving mill and overlay; and other costs for the betterment/improvement of the Property.

Owner shall deliver to the City Manager of the City commercially reasonable documentation evidencing Owner’s expenditures for Property Costs for which Owner seeks Sales Tax Rebate Funds (the “Evidence of Expenditures”). The City Manager shall, in his or her reasonable discretion, not to be unreasonably withheld, conditioned or delayed, approve or disapprove (with specific comments specifying the reasons for disapproval), or impose further reasonable requirements with respect to the Evidence of Expenditures in writing within 15 days after receipt. The City Manager shall only disapprove or impose further reasonable requirements with respect to the Evidence of Expenditures provided by Owner if (i) the expenditures are for costs that do not meet the definition of Property Costs (as defined in Section 6 above), or (ii) the documentation evidencing Owner’s expenditures for the Property Costs is deemed not sufficient. In the event the City Manager disapproves of the Evidence of Expenditures provided by Owner, or imposes further reasonable requirements with respect to the Evidence of Expenditures provided by Owner, then Owner shall promptly provide the City Manager with such additional information or documentation reasonably requested by the City Manager to evidence Owner’s expenditures of Property Costs, but no event later than 30 days after receipt of the City’s disapproval or imposition of further reasonable requirements. If the City Manager does not deliver written notice of

disapproval of the Evidence of Expenditures to Owner within such 15-day period following the City Manger's receipt of the Evidence of Expenditures from Owner, then such Evidence of Expenditures shall be deemed approved by the City Manager.

7. Tenant Allowance. As set forth in Section 6 of this Agreement, costs for tenant allowance shall be Property Costs; provided, however, costs for tenant allowance shall not be Property Costs if such tenant allowance costs are for a tenant that is receiving any additional public incentives from the City without the prior written consent of the City.

8. Anti-Cannibalization. Any sales taxes collected at the Property from businesses that relocate to the Property from other areas of the City will not be included in the calculation of the Sales Tax Rebate Funds payment.

9. Police Department Substation Space. Subject to the last sentence of this Section 9, Owner will provide a space at the enclosed mall comprising a portion of the Mall to the City free of any rent or leasing fees for the addition and construction of a Police Department substation, which will only be used for office space. The costs of construction of space build out and utilities shall be the sole responsibility of the City. Owner and the City will agree to negotiate in good faith in an effort to agree upon a mutually acceptable lease agreement for the space based on Owner's standard inline lease form. The maximum square feet for the substation space shall be 1,800 square feet; potential spaces could be space 207 or 475. The term of the substation lease agreement will be the same as this Agreement. The substation lease agreement shall terminate upon the termination or expiration of the term of this Agreement.

10. Owner Representations and Warranties. Owner represents and warrants the following:

(a) Owner represents that it is a duly organized limited liability company and is currently in existence under the laws of the State of Delaware. Owner is authorized to conduct business in the State of Oklahoma.

(b) Owner represents that it has the full power and authority to execute this Agreement and this Agreement shall constitute a legal, valid and binding obligation of Owner in accordance with its terms, and the consent of no other party is required for the execution and delivery of this Agreement by Owner or the consummation of the transactions contemplated hereby, subject to laws relating to bankruptcy, moratorium, insolvency, or other laws affecting creditor's rights generally and subject to general principles of equity.

(c) Owner represents that the execution and delivery of this Agreement, the consummation of the transactions contemplated herein, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented or limited by or in conflict with, and will not result in a breach of, other provisions of its certificate of formation, operating agreement or any other agreement governing Owner or with any evidence of indebtedness, mortgages, agreements, or instruments of whatever nature to which Owner is a party or by which it may be bound, and will not constitute a default under any of the foregoing.

(d) To the knowledge of Owner, there is not currently pending any action, suit, proceeding or investigation, nor is any such action threatened in writing which, if adversely determined, would result in Owner's inability to fulfill its obligations under this Agreement.

(e) Owner further represents and warrants that it is not the subject of any pending bankruptcy, insolvency, reorganization, or similar debtor-relief proceeding, and Owner has no knowledge of any plans, intentions, or circumstances that would reasonably be expected to result in Owner becoming the subject of any such proceeding during the term of this Agreement.

(f) Owner warrants that it has not paid or given and will not pay or give any officer, employee or agent of the City any money or other consideration for obtaining this Agreement.

(g) Neither this Agreement nor any statement or document referred to herein or delivered by Owner pursuant to this Agreement contains any statement which Owner knows to be untrue.

11. City Representations and Warranties. The City represents and warrants the following:

(a) The City is a duly organized and validly existing Oklahoma municipal corporation under the laws of the State of Oklahoma.

(b) The City is fully empowered to enter into this Agreement and to perform the transactions contemplated thereby and generally to carry out its obligations hereunder and thereunder. The City has duly authorized its Mayor, or Vice-Mayor, in the absence of the Mayor, to execute and deliver this Agreement and all other documentation required to consummate the transaction contemplated herein on behalf of the City.

(c) The City represents that the execution and delivery of this Agreement, the consummation of the transactions contemplated herein, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented or limited by or in conflict with, and will not result in a breach of, its trust indenture or any other agreement governing the City and will not violate any provision or constitute a default under any indenture, agreement or instrument to which the City is currently bound or by which it is affected.

(d) To the knowledge of the City, there is no action, suit, proceeding or inquiry at law or in equity pending or threatened, affecting the City wherein any unfavorable decision, ruling or finding would result in the City's inability to fulfill its obligations under this Agreement.

(e) In connection with the negotiation and performance of this Agreement, the City represents and warrants that it has complied, and covenants that it shall comply, with all applicable anti-corruption laws, rules, and regulations.

12. Default; Remedies.

(a) If a party fails to perform any of its obligations hereunder in compliance with this Agreement or if any certifications made pursuant to this Agreement are false in any material respect the same shall not constitute a default or breach under this Agreement unless and until the

party claiming such failure (the “Complaining Party”) shall give written notice demanding performance (a “Default Notice”) to the party alleged to have failed to perform (the “Defaulting Party”). If the Defaulting Party fails to commence performance to the reasonable satisfaction of the Complaining Party within 30 days of the receipt by the Defaulting Party of such Default Notice and cure such failure within 60 days after receipt of such Default Notice, such failure shall constitute an “Event of Default” under this Agreement. Failure of the City to appropriate adequate funds for the payment of the Sales Tax Rebate Funds contemplated by this Agreement shall not constitute an Event of Default.

(b) In the event of an Event of Default, a party hereunder may seek any remedy available and permitted under applicable law. All remedies available to a party hereunder are cumulative, and may, to the extent permitted by applicable law, be exercised concurrently or separately. The exercise by a party of any one remedy will not be deemed to be an election of such remedy or to preclude the exercise of any other remedy.

13. Miscellaneous.

(a) Entire Agreement. This Agreement shall constitute the entire agreement between the parties hereto with respect to the subject matter hereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the matters contained in this Agreement.

(b) Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, legal representatives and assigns.

(c) Amendment. This Agreement may be amended only by an agreement in writing and signed by the parties hereto.

(d) Assignment. Except as otherwise provided herein, this Agreement shall not be assignable by Owner or the City without the prior written consent of the other party, which consent may be withheld in such other party’s sole and absolute discretion; provided however, Owner may assign this Agreement to (i) any of its affiliates or subsidiaries who may operate all or any portion of the Mall, and/or (ii) to any successor owner(s) of the enclosed mall portion of the Mall.

(e) Time. Time is of the essence in the performance of and compliance with this Agreement.

(f) Notice. Any communication, notice or demand of any kind whatsoever which either party may be required or may desire to give to or serve upon the other shall be in writing and delivered by personal service (including express or courier service), by electronic mail (provided that any notice delivered by electronic mail, to be effective, shall also be simultaneously delivered by one of the other permitted forms of notice hereunder), by reputable and responsible overnight delivery service such as or similar to UPS or Federal Express, or by registered or certified mail, postage prepaid, return receipt requested, addressed as follows:

K-2526-175

To City:

City of Norman
Attn: City Manager
P.O. Box 370
201 West Gray
Norman, OK 73070
Email: city_manager@normanok.gov

With a copy to:

City of Norman
Attn: City Attorney
P.O. Box 370
201 West Gray
Norman, OK 73070
Email: city_attorney@normanok.gov

To Owner:

Sooner Fashion Mall L.L.C.
Attn: Derick Colwell, General Manager
3301 W. Main St.
Norman, OK 73072
Email: derick.colwell@ggp.com

With a copy to :
Sooner Fashion Mall L.L.C.
c/o GGP
350 N. Orleans St., Suite 300
Chicago, IL 60654
Attention: Legal Real Estate Group
Email: generalcounsel@ggp.com

Any such communication, notice or demand shall be deemed to have been duly given or served on the date of delivery or refusal of delivery.

(g) Non-Waiver; Cumulative Remedies. No failure on the part of any party to exercise and no delay in exercising any right hereunder shall operate as a waiver thereof, nor shall any single or partial exercise by any party of any right hereunder preclude any other or further right thereof. The remedies herein provided are cumulative and not alternative.

(h) Severability. If any provision of this Agreement shall be invalid or prohibited by law, such invalidity or prohibition shall be construed as if such invalid or prohibited provision had not been inserted herein and shall not affect the remainder of such provision or the remaining provisions of this Agreement.

(i) Construction. The parties acknowledge that the parties and their counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

(j) Governing Law; Venue. It is expressly understood and agreed to by the parties that in the event of any disagreement or controversy between the parties, Oklahoma law shall be controlling. Venue for any legal proceedings for any state court proceeding arising out of or relating to this Agreement that is brought in state court shall be brought exclusively in the district courts of Cleveland County, Oklahoma. Any action or proceeding arising out of or relating to this Agreement that is brought in federal court shall be brought exclusively in the United States District Court for the Western District of Oklahoma.

(k) Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which is an original, and all of which together constitute only one agreement between the parties. Electronic signatures shall be binding as original signatures.

(l) Prohibition Against Recording. Neither this Agreement, nor any memorandum, affidavit or other writing with respect thereto, shall be recorded in the property records of the Cleveland County Clerk by the City or by anyone acting through, under or on behalf of the City

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed a of the Effective Date.

THE CITY OF NORMAN,
a municipal corporation
("City")

By: _____
Stephen Holman, Mayor

ATTEST:

By: _____
City Clerk

ACKNOWLEDGEMENTS

STATE OF OKLAHOMA)
) SS:
COUNTY OF CLEVELAND)

The foregoing instrument was acknowledged before me this ____ day of _____, 20, by Stephen Holman, as Mayor of the City of Norman, a municipal corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the date and year first above written in this Acknowledgement.

Notary Public

My Commission expires:

(Seal)

EXHIBIT A
MALL PROPERTY
[See Attached.]

Mall Property

Lot one (1), Block one (1), Final Plat of Sooner Mall Addition, Being a re-plat of Lot 1, Block 1 of the Amended Plat of Sooner Fashion Mall Addition to the City of Norman, Cleveland county, Oklahoma, According to the Final Plat of Sooner Mall, Recorded October 22, 2020, in Plat Book 25, Page 120.

Lot one (1), Block two (2), Amended Plat of Sooner Fashion Mall Addition, an addition to the City of Norman, Cleveland County, Oklahoma, According to the Plat recorded in Book 18 Plats, Page 92, LESS and EXCEPT:

A strip, piece or parcel of land lying in Lot 1, Block 2 of the Amended Final Plat of Sooner Fashion Mall Addition, being part of the SW/4 of Section 26, Township 9 North, Range 3 West, I.M., Cleveland County, Oklahoma, according to the recorded plat thereof, said parcel of land being described by metes and bounds as follows:

Beginning at the Southwest corner of Lot 1, Block 2; Thence North $46^{\circ}44'29''$ West along the West line of said Lot 1, Block 2 a distance of 13.36 feet; Thence North $86^{\circ}42'08''$ East a distance of 18.74 feet; Thence North $86^{\circ}56'31''$ East a distance of 47.63 feet; Thence North $86^{\circ}03'08''$ East a distance of 50.52 feet; Thence North $86^{\circ}24'14''$ East a distance of 22.55 feet; Thence North $89^{\circ}28'49''$ East a distance of 24.66 feet to a point on the East line of said Lot 1, Block 2; Thence Southeasterly on a curve to the right having a radius of 178.08 feet, a chord bearing of South $26^{\circ}01'11''$ East and an arc distance of 10.00 feet to a point on the Present North right-of-way line of West Main Street; Thence South $86^{\circ}47'05''$ West along said North right-of-way line a distance of 158.75 feet to the Point of Beginning.

EXHIBIT B

PROPERTY

[See Attached.]

Property

Mall Property

Lot one (1), Block one (1), Final Plat of Sooner Mall Addition, Being a re-plat of Lot 1, Block 1 of the Amended Plat of Sooner Fashion Mall Addition to the City of Norman, Cleveland county, Oklahoma, According to the Final Plat of Sooner Mall, Recorded October 22, 2020, in Plat Book 25, Page 120.

Lot one (1), Block two (2), Amended Plat of Sooner Fashion Mall Addition, an addition to the City of Norman, Cleveland County, Oklahoma, According to the Plat recorded in Book 18 Plats, Page 92, Less and except:

A strip, piece or parcel of land lying in Lot 1, Block 2 of the Amended Final Plat of Sooner Fashion

Mall Addition, being part of the SW/4 of Section 26, Township 9 North, Range 3 West, I.M., Cleveland County, Oklahoma, according to the recorded plat thereof, said parcel of land being described by metes and bounds as follows:

Beginning at the Southwest corner of Lot 1, Block 2; Thence North 46°44'29" West along the West line of said Lot 1, Block 2 a distance of 13.36 feet; Thence North 86°42'08" East a distance of 18.74 feet; Thence North 86°56'31" East a distance of 47.63 feet; Thence North 86°03'08" East a distance of 50.52 feet; Thence North 86°24'14" East a distance of 22.55 feet; Thence North 89°28'49" East a distance of 24.66 feet to a point on the East line of said Lot 1, Block 2; Thence Southeasterly on a curve to the right having a radius of 178.08 feet, a chord bearing of South 26°01'11" East and an arc distance of 10.00 feet to a point on the Present North right-of-way line of West Main Street; Thence South 86°47'05. West along said North right-of-way line a distance of 158.75 feet to the Point of Beginning.

Dillard's

Part of the Southwest Quarter (SW/4) of Section Twenty Six (26), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian (I.M.). Norman, Cleveland County, Oklahoma, more particularly described as follows:

Commencing at a point 75.00 feet N 00°27'U5" W and 50.00 feet N 89°32'55"E of the Southwest Comer (SW/C) of said Section 26 for a point of beginning;

Thence N 00°27'05" W a distance of 274.47 feet; thence N 89° 51 '38" E a distance of 272.76 feet; thence N 00°16'05" W a distance of 42.28 feet; thence N 89°43'55" E a distance of 100.00 feet; thence N 00° 16'05" W a distance of 22.47 feet; thence N 89°43'55" E a distance of 232.53 feet; thence N 00° 16'05" W a distance of 53.83 feet; thence N 89°43'55" E a

distance of 346.39 feet; thence S 45° 16'05" E a distance of 11.07 feet; thence S 44°43 '55" W a distance of 10.00 feet; thence S 45° 16'05" E a distance of 71.50 feet; thence S 44°43'55" W a distance of 14.67 feet; thence S 00° 16'05" W a distance of 52.00 feet; thence Southeasterly along a curve to the right having a radius of 4.00 feet a distance of 6.28 feet; thence S 00° 16'05" E a distance of 32.00 feet; thence Southwesterly along a curve to the right having a radius of 4.00 feet a distance of 6.28 feet; thence S 00°16'05" E a distance of 4.00 feet; thence Northeasterly along a curve to the left having a radius of 180.00 feet a distance of 171.07 feet; thence N 89°43'55" E a distance of 61.91 feet; ,hence S 00° 16'05" E a distance of 273.90 feet; thence S 43° 15'30" W a distance of 36.25 feet; thence S 86°47'05" W a distance of 397.01 feet; thence S 89°43'55" W a distance of 753.71 feet; thence N 45°21'34" W a distance of 35.41 feet; to the point or place of beginning, containing 414,639 square feet (9.518 acres) more or less;

Also known as Lot 2, Block 1, of the recorded Amended Final Plat of Sooner Fashion Mall Addition, recorded on September 15, 1999 in Book 18, Page 92 of Plats as Document No. P1999 50, Cleveland County, Oklahoma.

Longhorn Steakhouse

Lot two (2), Block one (1), Final Plat of Sooner Mall Addition, Being a re-plat of Lot 1, Block 1 of the Amended Plat of Sooner Fashion Mall Addition to the City of Norman, Cleveland county, Oklahoma, According to the Final Plat of Sooner Mall, Recorded October 22, 2020, in Plat Book 25, Page 120.

