

CITY OF NORMAN, OK PLANNING COMMISSION SPECIAL MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069 Monday, February 03, 2025 at 5:30 PM

AGENDA

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

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

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

PUBLIC WIFI - CONNECT TO CITYOFNORMANPUBLIC - PASSWORD: April1889.

ROLL CALL

ELECTION OF OFFICERS FOR 2025.

CONSENT ITEMS

Minutes

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

PLANNING COMMISSION MEETING MINUTES OF DECEMBER 12. 2024.

Short Form Plats

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SFP-2425-4: CONSIDERATION OF SHORT FORM

PLAT SUBMITTED BY NYSSA RAATKO, LLC (CEDAR CREEK CONSULTING, INC) FOR DUNKIN DONUTS LOCATED AT 2525 AND 2531 WEST MAIN STREET.

NON-CONSENT ITEMS

201 W Apache Rezoning

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-19: 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 ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE ST)

The applicant has requested postponement of this request to the February 13, 2025 meeting.

428 Buchanan Rezoning

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-20: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FORTY-FVE (45) AND FORTY-SIX (46) IN BLOCK ONE (1) OF LARSH'S UNIVERSITY ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN GENERAL FRONTAGE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (428 BUCHANAN AVENUE)

Wildwood Community Church Special Use

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-21: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A CHURCH, TEMPLE, OR OTHER PLACE OF WORSHIP WITH A WAIVER OF SECTION 36-547(a)(4) PERTAINING TO EXTERIOR APPEARANCE IN THE R-1, SINGLE-FAMILY DWELLING DISTRICT FOR LOT ONE (1), IN BLOCK SEVENTEEN (17), OF HALL PARK FOURTH ADDITION OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1501 24TH AVE NE)

TFCU Rezoning

7. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-22: 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 LOT ONE (1), IN BLOCK TWO (2), OF EAST LINDSEY PLAZA SECTION 5, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1451 12TH AVENUE SOUTHWEST)

MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF
ADJOURNMENT





CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers 201 W. Gray, Norman OK 73069 Thursday, December 12, 2024 at 5:30 PM

MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers at the Municipal Building, on Thursday, December 12, 2024 at 5:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

Erica Bird called the meeting to order at 5:30 p.m.

ROLL CALL

PRESENT
Cameron Brewer
Liz McKown
Erica Bird
Michael Jablonski
Steven McDaniel
Maria Kindel

ABSENT
Doug McClure
Kevan Parker
Jim Griffith

STAFF PRESENT

Jane Hudson, Planning & Community Development Director Whitney Kline, Admin Tech IV
Beth Muckala, Assistant City Attorney
Todd McLellan, Development Engineer
Awet Frezgi, Traffic Engineer
William Andrews, Communication & Engagement Coordinator Bryce Holland, Multimedia Specialist

CONSENT ITEMS

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

Minutes

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

ITEMS SUBMITTED FOR THE RECORD:

1. November 14, 2024 Planning Commission Regular Meeting Minutes

Short Form Plats

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SFP-2425-2: CONSIDERATION OF SHORT FORM PLAT SUBMITTED BY VIRGIL AND ELIZABETH BEVEL (POLLARD AND WHITED SURVEYING, INC) FOR BEVEL SECOND ADDITION LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF SOUTH PICKARD AVENUE AND HARDIN DRIVE.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Staff Report
- 2. Location Map
- 3. Bevel Second Addition Short Form Plat

Certificates of Survey

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF COS-2425-7: CONSIDERATION OF A NORMAN RURAL CERTIFICATE OF SURVEY SUBMITTED BY T-PLUS, LLC (COWAN GROUP ENGINEERING) FOR OAK HILL RANCH, PHASE 2 FOR 80 ACRES OF PROPERTY GENERALLY LOCATED 1300' WEST OF 108TH AVENUE S.E. ON THE NORTH SIDE OF ETOWAH ROAD.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Staff Report
- 2. Location Map
- 3. Oak Hill Ranch Phase 2 Certificate of Survey

Motion by Commissioner McDaniel to approve the consent docket; **Second** by Commissioner Brewer.

The motion passed unanimously with a vote of 6-0.

NON-CONSENT ITEMS

201 W Apache Rezoning

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-19: 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 ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE ST)

Item 2.

The applicant has requested postponement of this request to the January 9, 2025 meeting.

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report

Planning Commission

Motion by Commissioner McKown to postpone Ordinance O-2425-19 to the January 9, 2025 Planning Commission meeting; **Second** by Commissioner Kindel.

The motion passed unanimously with a vote of 6-0.

MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF

There were no miscellaneous comments.

ADJOURNMENT		
The meeting adjourned at 5:33 p.m.		
Passed and approved this	day of	_ 2025.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/03/2025

REQUESTER: NYSSA RAATKO, LLC (Cedar Creek Consulting, Inc)

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT, AND/OR POSTPONEMENT OF SFP-2425-4: CONSIDERATION OF SHORT FORM PLAT SUBMITTED BY NYSSA RAATKO, LLC (CEDAR CREEK CONSULTING, INC) FOR DUNKIN

DONUTS LOCATED AT 2525 AND 2531 WEST MAIN STREET.

ITEM: Consideration of **SHORT FORM PLAT NO. SFP-2425-4, DUNKIN DONUTS** (Lot 1,

Block 1, Main Street Place).

LOCATION: Located at 2525 and 2531 West Main Street.

INFORMATION:

1. Owner. NYSSA RAATKO, LLC.

2. Surveyor. Cedar Creek Consulting, Inc.

HISTORY:

- 1. <u>July 21, 1959</u>. City Council adopted Ordinance No. 1156 annexing and placing a portion of this property in C-2, General Commercial District.
- 2. October 21, 1961. City Council adopted Ordinance No. 1320 annexing a portion of this property into the City limits.
- 3. <u>January 23, 1962</u>. City Council adopted Ordinance No. 1339 placing a portion of this property in A-2, Rural Agricultural District.
- April 23, 1963. City Council adopted Ordinance No. 1474 placing a portion of this property in I-1, Light Industrial District and removing it from A-2, Rural Agricultural District.

- 5. <u>July 23, 1968</u>. City Council adopted Ordinance No. 2091 placing a portion of this property in I-1, Light Industrial Zoning District and removing it from A-2, Rural Agricultural District.
- 6. <u>July 12, 2012</u>. Planning Commission, on a vote of 5-0, recommended to City Council that this property be placed in C-2, General Commercial District and removed from A-2, Rural Agricultural District and I-1, Light Industrial District.
- 7. <u>July 12, 2012</u>. Planning Commission, on a vote of 5-0, recommended to City Council that the preliminary plat for Main Street Place be approved.
- 8. <u>August 28, 2012</u>. City Council adopted Ordinance No. O-1213-1 placing this property in the C-2, General Commercial District and removing it from A-2, Rural Agricultural District and I-1, Light Industrial District.
- 9. August 28, 2012. City Council approved the preliminary plat for Main Street Place.
- 10. <u>May 21, 2015</u>. The City Development Committee reviewed the program of public improvements and the final plat for West Main Place and recommended approval.
- 11. <u>August 28, 2012</u>. City Council adopted Ordinance No. O-1213-1 placing this property in the C-2, General Commercial District and removing it from A-2, Rural Agricultural District and I-1, Light Industrial District.
- 12. August 28, 2012. City Council approved the preliminary plat for Main Street Place.
- 13. May 21, 2015. The City Development Committee reviewed the program of public improvements and the final plat for West Main Place and recommended approval.
- 14. June 9, 2015. City Council approved the final plat for Main Street Place.
- 15. <u>September 22, 2016</u>. The final plat for Main Street Place was filed of record with the Cleveland County Clerk.

IMPROVEMENT PROGRAM:

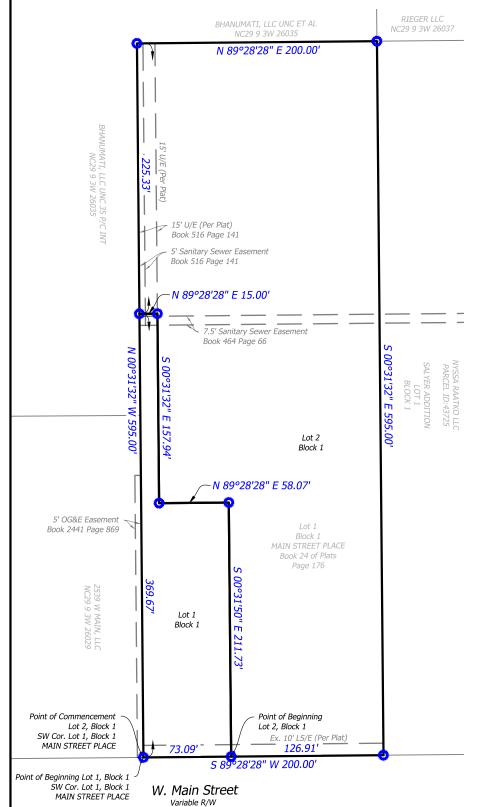
- 1. Fire Hydrants. Fire hydrants are existing.
- 2. Sanitary Sewers. Sanitary sewer is existing.
- 3. <u>Sidewalks</u>. Sidewalks are existing.
- 4. Streets. Streets are existing.
- 5. <u>Water</u>. Water improvements are existing.

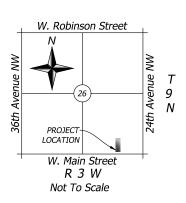
PUBLIC DEDICATIONS:

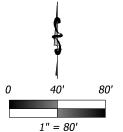
- 1. Easements. All required easements are existing.
- 2. Right-of-Way. Street rights-of-way are existing.
- **SUPPLEMENTAL MATERIAL:** Copies of a location map, site plan and short form plat are included in the Agenda Book.
- **STAFF COMMENTS AND RECOMMENDATION:** The property is currently one (1) lot. The owners desire to create two (2) commercial lots. Structures are existing. Staff recommends approval of Short Form Plat No. SFP-2425-4 for Dunkin Donuts (Lot 1, Block 1, Main Street Place).
- **ACTION NEEDED:** Approve or disapprove Short Form Plat No. SPF-2425-4 for Dunkin Donuts (Lot 1, Block 1, Main Street Place) and if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN:		
ACTION TAKEN:		

SHORT FORM PLAT-SFP-2425-4 DUNKIN DONUTS: "LOT 1, BLOCK 1, MAIN STREET PLACE"







U.S. Survey Foot
Basis of Bearing
Wet Line of Lot 1 Block 1
MAIN STREET PLACE
North 00° 31' 32" West
Per Oklahoma State Plane Grid South

NOTES

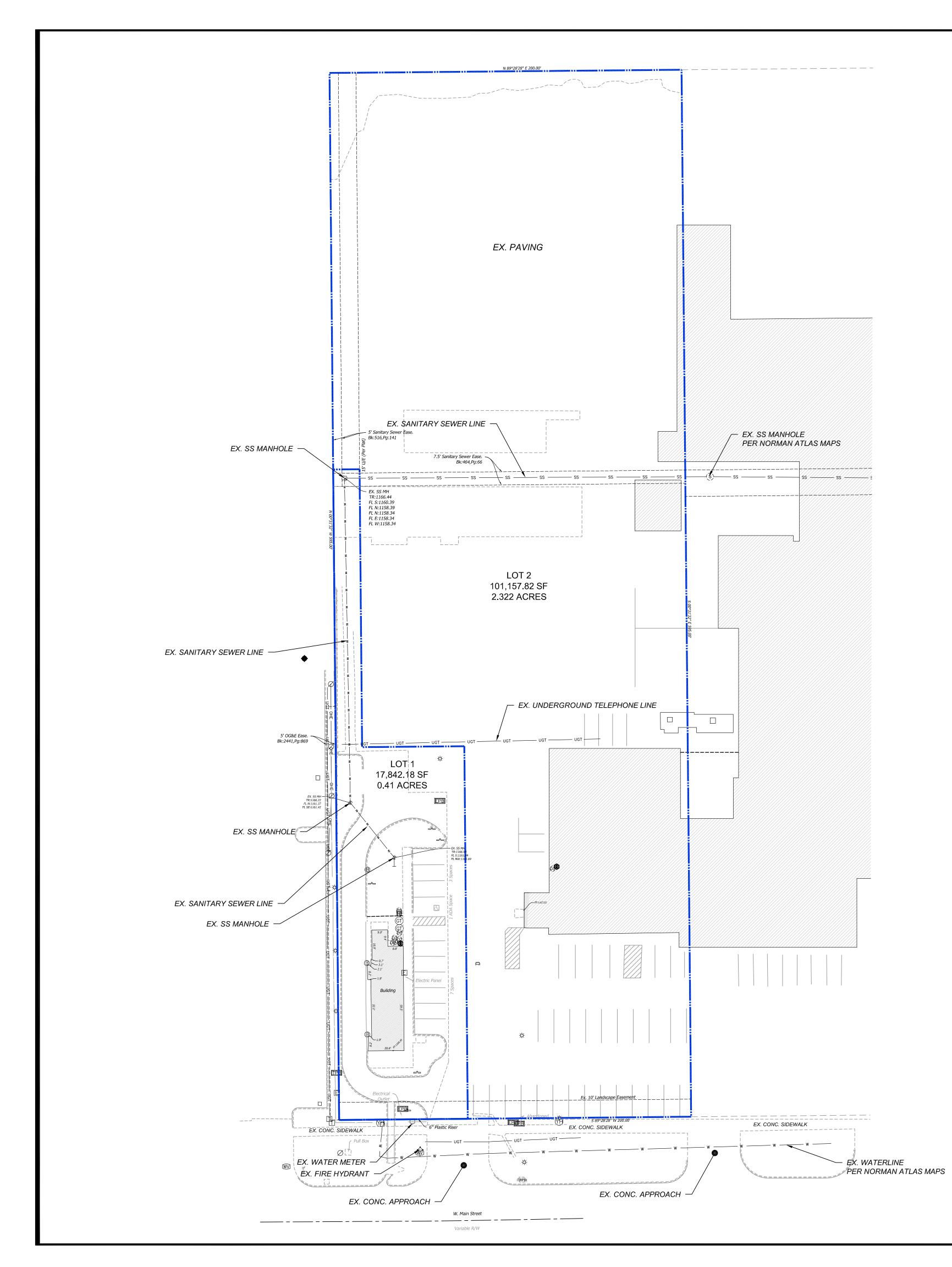
- Easements shown hereon by specific recording information are shown hereon for reference purposes only and are not dedicated pursuant to this short form plat.
- All monuments set are capped 1/2" Iron Pins or Mag Nails with washers both being stamped "GOLDEN CA 7263" unless noted otherwise.

GOLDEN
LÄND SURVEYING

4131 N.W. 122nd St., Suite 100, Oklahoma City, Oklahoma 73120 C.A.# 7263 / Exp. Date =6/30/2026 Telephone: (405) 849-6010 Email: troy@goldenls.com

Drafted by: JJ
Plot Date: December 31, 2024 Paper Size: 8.5"x14" (Legal)
GLS Job No.: 242070
Sheet

OK CA 5864



LEGEND

EXISTING 1' CONTOUR EXISTING 5' CONTOUR PROPOSED 1' CONTOUR PROPOSED 5' CONTOUR **BOUNDARY LINE** RIGHT OF WAY LINE EASEMENT LINE EXISTING CURB AND GUTTER PROPOSED CURB AND GUTTER _____ PROPOSED FIRE LANE STRIPING OVERHEAD ELECTRIC LINE UNDERGROUND ELECTRIC LINE GAS LINE UNDERGROUND TELEPHONE LINE UNDERGROUND FIBER OPTIC LINE SANITARY SEWER LINE WATERLINE **RETAINING WALL SCREEN WALL** WIRE FENCE _____ CHAIN LINK FENCE BENCHMARK - PROP. FIRE HYDRANT PROP. WHEEL STOP PROP. WATER VALVE PROP. FES PROP. WATER METER PROP. HC RAMP **Ø** PROP. POWER POLE

PROP. ELECT. METER S PROP. SS MANHOLE PROP. LIGHT POLE

▲ PROP. GAS METER PROP. BOLLARD

■ PROP. TRANSFORMER ▼ PROP. SIGN PROP. PARKING COUNT
PROP. FIRE ROUTE SIGN

🖸 🗐 📠 👊 🕦 PROP. INLETS (SEE GRADING PLAN FOR TYPE)

VS VERTICAL SEPARATION REQUIREMENT

*NOTE: REFER TO SURVEYING LEGEND FOR EXISTING STRUCTURES IDENTIFICATION

> NOTE: CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT ALL PROPOSED WORK MEETS ADA REQUIREMENTS. REFER TO www.access-board.gov/ ada-aba/ada-standards-doj.cfm

> NOTE: CONTRACTOR SHALL CONSTRUCT AND INSTALL WHEEL STOPS, SIGNS, AND ADA RAMPS AT ALL HANDICAP SPACES.

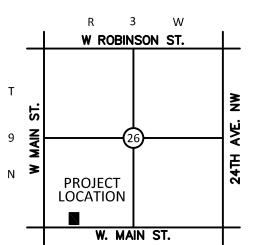
- A. CONTRACTOR SHALL REFER TO THE CONSTRUCTION DOCUMENTS INCLUDING BUT NOT LIMITED TO THE WRITTEN SPECIFICATIONS, CONSTRUCTION DRAWINGS, STORM WATER POLLUTION PLAN, AND GEOTECHNICAL REPORT.
- B. ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE OWNERS DESIGN GUIDELINES AND SPECIFICATIONS, AND WHERE APPLICABLE SHALL MEET THE REQUIREMENTS OF THE GOVERNING/PERMITTING AUTHORITY HAVING JURISDICTION.
- C. CONTRACTOR IS RESPONSIBLE FOR THEIR OWN HORIZONTAL AND VERTICAL CONTROL, REFERENCE POINTS AND CONSTRUCTION STAKING AS INCIDENTAL TO THE PROJECT.
- D. THE CONTRACTOR SHALL FIELD VERIFY EXISTING ELEVATIONS/PROPERTY LINES/UTILITIES/DRAINAGE PRIOR TO CONSTRUCTION START.
- E. ALL WORK NOT CLASSIFIED AS A CONTRACT PAY ITEM SHALL BE CONSIDERED AS INCIDENTAL AND THE COST THEREOF SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS WHICH ARE CLASSIFIED FOR PAYMENT.
- CONTRACTOR SHALL REFER TO THE ARCHITECTURAL AND MEP PLANS AND SPECIFICATIONS BEING A PART OF THE CONSTRUCTION DOCUMENTS FOR THE EXACT LOCATIONS AND DIMENSIONS OF ENTRY, EXIT PORCHES, PRECISE BUILDING DIMENSIONS, EXACT BUILDING UTILITY ENTRANCE, AND DOWNSPOUT LOCATIONS/SPECIFICATIONS/DETAILS.
- G. ALL DIMENSIONS SHOWN ARE TO THE FACE OF CURB (FC) UNLESS OTHERWISE NOTED.
- H. PARKING LOT STRIPING SHALL BE 4" WIDE AND WHITE IN COLOR. HANDICAP PARKING STALLS STRIPING AND SIGNAGE SHALL BE IN STRICT ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS.
- UNLESS OTHERWISE NOTED ALL RADII SHALL BE 3'.
- J. BUILDING DIMENSIONS ARE TO OUTSIDE OF MASONRY, UNLESS OTHERWISE SHOWN.
- . CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS AND SPECIFICATIONS FOR ACTUAL LOCATION AND DETAILS OF ALL UTILITY ENTRANCES. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES IN SUCH A MANNER AS TO AVOID CONFLICTS AND ASSURE PROPER DEPTHS ARE ACHIEVED, AS WELL AS COORDINATED WITH ANY UTILITY COMPANIES FOR APPROVED LOCATIONS AND SCHEDULING OF TIE-INS/CONNECTIONS TO THEIR FACILITIES.
- REFER TO ARCHITECTURE PLANS FOR SITE LIGHTING AND ELECTRICAL CONDUIT PLANS. POLE LOCATIONS ARE SHOWN ON THIS SHEET FOR REFERENCE ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY AND ADJUST ANY CONSTRUCTED CONFLICTS WITH UNDERGROUND UTILITIES, SIDEWALKS, ETC.
- M. CHECK ARCHITECTURAL PLANS FOR EXACT DOWNSPOUT LOCATIONS.
- N. CONTRACTOR SHALL REFER TO LANDSCAPE AND IRRIGATION PLAN FOR LOCATION AND CONSTRUCTION DETAILS OF LANDSCAPING AND IRRIGATION.





405-778-3385 www.cedarcreekinc.com

LOCATION MAP:



PROJECT

DUNKIN DONUTS REPLAT

NORMAN, OKLAHOMA

PROJECT NUMBER: DRAWING DATE: 12.30.24 ISSUE DATE: 12.30.24

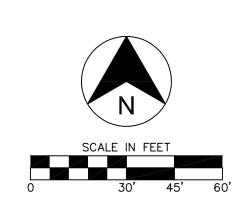
PERMIT SET

REVISIONS:

THESE PLANS AND DRAWINGS ARE NOT TO BE OR MANNER WHATSOEVER WITHOUT FIRST OBTAINING THE WRITTEN PERMISSION AND CONSENT OF CEDAR CREEK CONSULTING INC. THIS SHEET IS NOT TO BE USED FOR CONSTRUCTION UNLESS THE ISSUE DATE IN THE TITLE BLOCK COINCIDES WITH OR MADE FROM THESE PLANS WITHOUT CONSENT OF CEDAR CREEK CONSULTING INC. ARE UNAUTHORIZED, AND SHALL RELIEVE CEDAR CREEK CONSULTING OF RESPONSIBILITY FOR ALL CONSEQUENCES ARRIVING OUT OF SUCH CHANGES.

DRAWING TITLE:

OVERALL SITE PLAN





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/03/2025

REQUESTER: DC Jones Holdings, LLC

PRESENTER: Lora Hoggatt, Planning Services Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-19: 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 ONE (1) AND TWO (2), IN BLOCK SEVEN (7), OF D.L. LARSH'S FIRST ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (201 W APACHE ST)

The applicant has requested postponement of this request to the February 13, 2025 meeting.





Date: January 6, 2025

To: Chairperson and Members

Norman Planning Commission

From: Anais Starr, Planner II

Subject: Planning Commission, January 9, 2025

Regarding Agenda Item 4, DC Jones Holdings, LLC, Ordinance O-2425-19 from Center City Form Based Code, Urban Residential Frontage to

Center City Planned Unit Development

The applicant, DC Jones Holdings, LLC, is requesting postponement to the February 13, 2025, Planning Commission meeting to allow for further review of the site plan.

cc: Jane Hudson, Planning Director



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/03/2025

REQUESTER: CSO Development Corporation

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-20: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS FORTY-FVE (45) AND FORTY-SIX (46) IN BLOCK ONE (1) OF LARSH'S UNIVERSITY ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN GENERAL FRONTAGE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE

SEVERABILITY THEREOF. (428 BUCHANAN AVENUE)

APPLICANT/REPRESENTATIVE CSO Development Corporation/Peter

Petromilli

LOCATION 428 Buchanan Avenue

WARD 4

CORE AREA Yes

REQUESTED ACTION Rezoning from CCFBC, Center City Form-

Based Code District, Urban General Frontage, to Center City Planned Unit

Development District.

LAND USE PLAN DESIGNATION Low Density Residential

GROWTH AREA DESIGNATION Current Urban Service Area

BACKGROUND:

The applicant requests to rezone this parcel on Buchanan Avenue, designated as Center City Form-Based Code District, Urban General Frontage, to a Center City Planned Unit Development (CCPUD), as outlined in Appendix B of the Center City Form-Based Code. This property is

unique in that it does not have an alleyway along its rear property line and is a smaller lot size than is typically found in the CCFBC.

The proposal for this site is to construct a four-story residential building with a total area of 14,624 square feet, as illustrated in Exhibit A, Site Development Plan. The CCPUD proposes the following uses for the site:

Residential

- Household Living All Floors
 - One, two or three, or multi-dwelling unit structures or set of attached structures
 - Elderly housing
 - Short-Term Rentals
- Group Living All Floors
 - Assisted Living
 - o Boarding house, rooming house, lodging house
 - Hospice
 - Dormitory
 - Fraternity and Sorority
 - Monastery/convent
 - Nursing home
 - Transitional home

<u>Commerce</u> – First Floor as defined and regulated by the CCFBC

- Office
- Overnight Lodging
- Recreation/Entertainment
- Vehicle Sales
- Passenger Terminal
- Day Care
- Retail Sales & Service
- Restaurant/Bar/Lounge/Tavern
- Art Studio/Artisanal Manufacturing
- Research & Development

The proposed building will have three (3) 2-bedroom units and seven (7) 3-bedroom units – for a total of ten (10) residential dwelling units and twenty-seven (27) bedrooms. A total of twenty-four (24) designated parking spaces are to be provided through a long-term lease with McFarlin Church. Private Open Space will be provided on the west side of the building through covered patios, and through a roof deck.

To provide additional privacy and accommodate the proposed front façade awning, the residential structure is proposed to be an additional five feet (5') behind the existing two foot (2') Required Build Line along the Buchanan Avenue street frontage. The proposed location of the new building behind the established Required Build Line, RBL, will be done through the request for this CCPUD Narrative. Therefore, this rezoning request will move the RBL to seven feet (7') behind the property line.

PROCEDURAL REQUIREMENTS:

GREENBELT MEETING: This property is already platted; therefore, Greenbelt review is not a requirement for this application.

PRE-DEVELOPMENT: A Pre-Development meeting is not required for this application.

BOARD OF PARKS COMMISSIONERS: Parkland dedication is not required for this application.

ZONING ORDINANCE CITATION:

APPENDIX B, SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

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

Specifically, the purposes of this section are to:

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

STAFF ANALYSIS:

The applicant is requesting this CCPUD to accommodate the preferred structure illustrated on the attached drawings. The applicant is able to comply with many of CCFBC requirements. However, due to the characteristics of this parcel and the design of the preferred structure, the applicant is requesting a variety of modifications to the Center City Form-Based Code, as follows:

- 1. Move the Required Build Line along Buchanan Avenue from two feet (2') behind the property line to seven feet (7') behind the property line.
- 2. Reduce the Siting requirement from 100% to 75% to allow access to the rear of the property.
- 3. Reduce the rear setback from fifteen feet (15') to ten feet (10').
- 4. Allow for main building signage to be located between the third and fourth stories.
- 5. Allow required parking to be provided off-site within 1,000 feet of the subject tract through a lease agreement.

- 6. Permit metal panels, except for R-style metal panels.
- 7. Reduce the required bike racks from three (3) to two (2).
- 8. Allow for the reduction in width of awnings to a 5-feet (5') clear width with a walking path of 4 feet (4') in width along Buchanan Avenue. The awning will not extend into the right-of-way.

USE: The allowed uses for this site are listed in the Permissible Use section of the CCPUD Narrative. The primary proposed use for this structure is residential on all floors with the possibility of ground floor commercial use, such as retail sales, in the future.

PARKING: Under the existing CCFBC, Urban Residential Frontage, a residential structure with three (3) 2-bedroom units and seven (7) 3-bedroom units – for a total of ten (10) residential dwelling units and twenty-seven (27) bedrooms, requires twenty-four (24) parking spaces. The applicant is proposing to provide all twenty-four (24) parking spaces off-site in designated spaces via a long-term lease with the McFarlin Church in a parking lot located within 1,000 feet of the subject tract.

LANDSCAPING: Three (3) street trees will be provided along Buchanan Avenue in front of the structure as required by the CCFBC. Two (2) trees will be provided to meet the Open Space requirement along the west side of the building, as shown on the Site Development Plan. Any trees planted shall be of a species that is listed in Section 506. Tree Lists, of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman ordinance, or appropriate City of Norman staff member.

SIGNAGE: All signage shall comply with 402. General Provisions, Section M of the CCFBC, along with the allowance for one (1) main building sign to be permitted within the area between the top story floor line and the roofline within a horizontal band not to exceed three feet (3') in height along the building frontage.

LIGHTING: The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical section of the CCFBC.

SANITATION/UTILITIES: The applicant is proposing to use polycarts to serve this residential structure.

FENCING/WALLS: The required Street Walls will be provided as illustrated on the Site Development Plan. A six to eight foot (6'-8') wood fence will be allowed along the North, West, and South property lines as listed in the Landscaping section of the CCPUD Narrative.

ALTERNATIVES/ISSUES:

IMPACTS: The applicant proposes a residential structure with ten (10) dwelling units and twenty-seven (27) bedrooms. The CCFBC requires a minimum of twenty-four (24) parking spaces to be provided for this number of bedrooms. The applicant is proposing all twenty-four (24) parking spaces be provided off-site but within the required 1,000 square feet walking distance of this structure. Additionally, the construction of this 4-story structure will require the removal of the one (1) on-street parking space, in front of this parcel, to provide an aerial access fire lane. Given the proximity of this residential structure to the University of Oklahoma and

Campus Corner, the need for daily use of a vehicle by future tenants will be greatly diminished. Removing one (1) metered on-street parking space will reduce visitor parking on Buchanan Avenue. However, there is a public parking lot across the street from this parcel that can be utilized by visitors, thereby reducing the impact of the removal of this one (1) on-street parking. The proposed residential structure with its off-site parking will create the park-once environment for this structure as encouraged by the Center City Form-Base Code.

OTHER AGENCY COMMENTS:

FIRE DEPARTMENT AND BUILDING PERMIT REVIEW:

Fire Comment: Due to the height of the structure, Section D105 of the IFC will require an aerial access fire lane to be provided along one entire side of the structure. Based on discussions with the applicant, this aerial access fire lane will be placed along the curb in front of the structure.

PUBLIC WORKS/ENGINEERING: The subject property is platted as part of Larsh's University Addition.

TRAFFIC ENGINEER: The request to remove one (1) on-street parking space located in front of this parcel is allowable in order to provide an aerial access fire lane. The City will need notice at the time of building permit in order to coordinate the removal of the parking spaces and parking meter at this site.

UTILITIES:

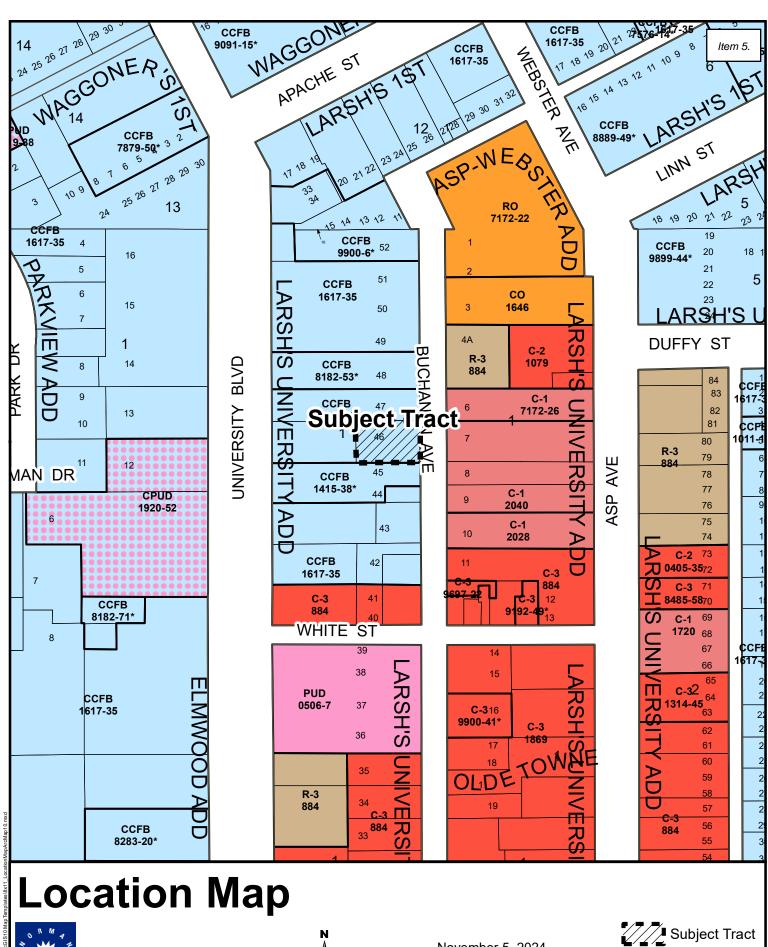
Solid Waste: Solid waste service only for this site, no recycling, with a maximum of four (4) polycarts. At the time of building permit, the developer will need to show the location of polycarts for storage/use and also for proposed pickup along with the ground surface to be utilized. Recycling will only be available through the use of one of the regional recycling centers.

Water: Domestic and fire protection water services are required to be separate and must be new service lines from the main to the structure. In accordance with ODEQ regulations, the City provides water at a minimum pressure of 25 psi. The Developer is responsible for designing and constructing all fixtures and systems to provide adequate domestic and fire protection under minimum pressure conditions. The Developer will be responsible for any failure of domestic and fire protection systems which require water in excess of 25 psi.

Existing water services not proposed to be used must be abandoned at the main and existing material information must be provided to the Utilities Department at the time of building permit. Water service line materials must be identified at the time of demolition.

Wastewater: At the time of building permit, the property to the west will need to have an easement for their private sewer line since their only sewer access is on Buchanan, and existing sewer service(s), if not to be reused, must be abandoned at the main.

<u>CONCLUSION:</u> Staff forwards this request for Center City Planned Unit Development and Ordinance O-2425-20 to Planning Commission for consideration and a recommendation to the City Council.



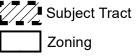
Ma -

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.



November 5, 2024

0 75 150 Ft.



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428 Buchanan

Norman, Oklahoma

CSO Development Corporation

A CENTER CITY PLANNED UNIT DEVELOPMENT APPLICATION FOR REZONING

Submitted December 2, 2024 Revised December 31, 2024

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

I. INTRODUCTION

A. Background and Intent

This Center City Planned Unit Development (the "**CCPUD**") is submitted for the development of the 428 Buchanan Avenue property (the "Property" or "Addition"). The Property is on the west side of Buchanan Avenue. The legal description is attached in Exhibit B.

The property has two dilapidated structures on them with a parking lot on along the north side. Neither structure are currently occupied and this Property is a good candidate for revitalization.

It is the intent of the Applicant to develop the Property into a leading example of Center City revitalization. The Applicant is Mr. Peter Petromilli.

The property where the new development sits is zoned CCFBC, Center City Form Based Code Urban General Frontage. The Applicant is able to conform to most of the lengthy and detailed CCFBC code provisions. However, due to the unique characteristics of this lot we are requesting modifications to the CCFBC to allow for the proposed design. Therefore, in the spirit of fulfilling the vision of CCFBC, the Applicants bring this CCPUD forward with requested variances from the CCFBC as is necessary for this proposed development. In order to accomplish these goals, the applicant hereby requests a rezoning to a CCPUD.

The current design is a 4-story residential building with seven 3-bed units and three 2-bed units. We are utilizing existing underutilized off-site parking in an effort to minimize additional surface parking. We are also revising the side yard setbacks to allow for emergency egress, and adjusting the front and rear setbacks to allow for an awning across the building frontage.

II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS

A. Location

The Property is located at 428 Buchanan Avenue. The Property is on the west side of the Buchanan Avenue just north of Campus Corner. The specific location is illustrated on the attached Site Plan, as Exhibit A. See Exhibit B for legal description.

B. Existing Land Use and Zoning

The Property is currently zoned CCFBC, Urban General Frontage. The existing

Property currently consists of two dilapidated residential structures and an existing parking lot.

C. Elevation and Topography

The existing Property currently consists of two dilapidated structures and an existing parking lot. The existing structures and parking lot are being removed. There is no planned change to the general topography or drainage of the site. The impervious area of the new structure is similar to the buildings and parking previously located on this site.

D. Drainage

The property is generally flat. The property currently drains to the East.

E. Utility Services/ Public Works

All required utility systems for the project (including water, sewer, gas, and electric) are in immediate proximity to the Property, and long established.

The Property is already platted.

F. Fire Protection Services

Fire protection services are as provided by the City of Norman Fire Department and per the City of Norman regulations for such.

G. Traffic Circulation and Access

Buchanan Avenue is located to the east and there are properties on the North, South, and West of the property. Parking is being provided off site to the north and access to the property will be from the east side of the site.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT.

A. Permissible Uses

The Applicant proposes that for this Property, the following uses shall be permitted.

Residential

- Household Living All Floors
 - One, two or three, or multi-dwelling unit structures or set of attached structures
 - Elderly housing

- Short-Term Rentals
- Group Living All Floors
 - Assisted Living
 - Boarding house, rooming house, lodging house
 - Hospice
 - Dormitory
 - Fraternity and Sorority
 - Monastery/convent
 - Nursing home
 - Transitional home

Commerce – First Floor as defined and regulated by the CCFBC

- Office
- Overnight Lodging
- Recreation/Entertainment
- Vehicle Sales
- Passenger Terminal
- Day Care
- Retail Sales & Service
- Restaurant/Bar/Lounge/Tavern
- Art Studio/Artisanal Manufacturing
- Research & Development

B. Development Criteria

1. Siting. The development shall comply with the setbacks shown on the Site Development Plan, Exhibit A. The Property shall be developed in substantial conformance with the Site Development Plan. To achieve a multimodal, pedestrian friendly environment, the RBL for the Property along Buchanan Avenue shall be moved back to 7'-0" behind the east property line, and this RBL shall replace the RBL as currently shown in the CCFBC Regulating Plan to provide privacy for ground story units and accommodate the proposed awnings. Setbacks on the north and south property lines shall be no less than 3'-0" and no more than 6'-0" on the property for the first 12' of the building. The west property line setback shall be no less than 10-0" with the exception of porches and balconies which may extend 5'-0" into the setback. The RBLs identified in the Regulating Plan for this parcel shall be identified and reset, as applicable, in accordance with this CCPUD.

Parking Setback Line will be maintained at 17' as shown on Site Development Plan Exhibit A.

Buildings on the Property fronting Buchanan Avenue shall be built at a

minimum of 75% and up to 100% of the RBL on the Property.

The applicable setbacks are illustrated on the Site Development Plan. Street walls with pedestrian gates shall be provided along the RBL facing Buchanan Avenue as illustrated on Exhibit A, Site Development Plan and Elevation drawings.

- 2. Building Height. The building shall be at least two stories in height at the RBL but no more than four stories. The ground story finished floor elevation shall be no lower than the average fronting public sidewalk elevation and no higher than 14-inches above the average fronting public sidewalk elevation. The ground story shall have a clear height of at least 9-feet along the RBL. The minimum clear height for each upper story is 9-feet.
- 3. Unit Minimum and Bedroom Maximums. This parcel shall have no less than three dwelling units. There is no maximum unit requirement. Ground story commercial units shall count toward the residential dwelling unit minimums. All DWELLING UNITS in a parcel shall be contained within a single structure or set of ATTACHED STRUCTURES. Each unit shall contain no more than three bedrooms.
- **4. Elements.** The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto.

Fenestration

- Blank lengths of wall exceeding 20 linear feet are prohibited on all Required Build Lines (RBL) provided they are not within 3 feet of the property line.
- Ground story fenestration on all Required Build Lines (RBL) shall comprise between 33% and 70% of the ground story facade and exterior walls provided they are not within 5 feet of the property line.
- Upper story fenestration on all Required Build Lines (RBL) shall comprise between 20% and 70% of the façade and exterior wall area per story provided they are not within 5 feet of the property line.
- All fire rated exterior walls are exempt from fenestration requirements.

Building Projections

- Awnings shall project a minimum of 4-feet from the façade.
- Awnings may have supporting posts at their outer edge provided that they:

- a. Have a minimum of 5-feet clear width between the façade and the awning support posts or columns, and
- b. Provide a continuous walking path at least 4-feet wide within that clear width, running parallel to the awning posts/columns.
- Awnings may not extend into the right-of-way.
- **5. Sanitation.** It is the intent to utilize poly-carts to handle sanitation requirements since access to an alley is unavailable and putting a dumpster along the Buchanan frontage is undesirable.
- 6. Signage. All signage shall comply with 402. General Provisions, Section M of the CCFBC, along with the following allowance: one main building sign is permitted within the area between the top story floor line and the roofline with a horizontal band not to exceed 3 feet (3') in height along the building frontage. The Property shall feature residential style building address numbers. Letters/numbers shall not exceed 18 inches (18") in height or width. Signs shall not come closer than 2-feet (2') to the adjacent Common Lot Line.
- 7. Traffic access and sidewalks. The existing drive off Buchanan Avenue will be removed with this redevelopment. There will be no vehicular access to this property since there is no alley access. Access for pedestrians is planned along Buchanan Avenue where the main entrance to the building is located. The sidewalk is being replaced along Buchanan Avenue. Parking is addressed in sub-paragraph III(B)(12) herein. Currently, twenty-four dedicated parking spaces shall be provided via a lease to be located off site and within a 1,000-foot walking distance. To the extent that dedicated parking is provided via lease, a copy of said lease shall be provided and on file in the City Planning offices. As the CCFBC is amended and/or as other parking options become available, the off-site parking strategy may also be amended but only as allowed by the CCFBC. Two bicycle parking spaces shall be provided on site.
- **8. Lighting.** The project shall comply with the requirements of the CCFBC under 402. General Provisions, Section N. Lighting & Mechanical, as amended thereafter.
- **9. Drainage.** The impervious area of the new structure is similar to the buildings and pavement previously located on this site. Drainage for the new development will utilize existing drainage systems.
- **10.Open Space.** The proposed Private Open Area will meet or exceed the CCFBC required 15% Private Open Area. The proposed open space shall be located on the north, south, and west sides of the building, by way of unit

patios and roof top patios.

- 11. Landscaping. Refer to attached Exhibit A, Site Development Plan, for the number of trees to be planted in the open space area and street trees in street tree alignment area. Any trees planted shall be of a species that is listed in Section 506. Tree Lists, of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman ordinance, or appropriate City of Norman staff member. Wood fencing 6'-8' tall shall be allowed along the North, West, and East property lines.
- 12. Parking. The one existing street parking space shall be removed and 24 off-site parking spaces shall be provided via lease within a 1,000-foot walking distance. Currently, Reserved Parking shall be provided through a lease with McFarlin Church with specific designated spaces for tenants of the Property. The Reserved Parking spaces will not be available to tenants on OU Home Football Games without an additional payment for the space. Where the CCFBC is amended and/or as other parking options become available, the off-site parking strategy may respond to those changes, and in compliance with the then-applicable CCFBC parking requirements. Due to limited space and proximity to the University, only two bicycle parking racks shall be provided on site.
- 13. Architectural Materials (exteriors). The Center City is a compact, walkable, mixed-use urban district. Traditional, sustainable, durable materials appropriate to the central Oklahoma climate will be utilized. Innovative, energy-efficient materials appropriate to a pedestrian-scaled urban environment will be used for this development.

The following materials are prohibited:

- Any lap siding except natural wood or cementitious fiberboard.
- Composition roofing shingles used as a wall material
- Exposed fastener metal, R-Style panels.
- Artificial stucco or EIFS, except high impact quality

C. CCFBC Standards

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference.

For convenience purposes, a summary of the proposed CCPUD is as follows:

1. Move the Required Build Line (RBL) along Buchanan Avenue from two (2')

- feet behind the property line to seven (7') behind property line.
- 2. Adjustment of the Siting requirement along Buchanan Avenue from 100% to 75% minimum due to the lack of alley and egress requirements from the west portion of the building.
- 3. Adjustment of the building setback line for the west property line to a minimum of 10'-0".
- 4. Allow a main building sign within the area between the top story floor line and the roofline with a horizontal band not to exceed 3 feet (3') in height.
- 5. Off-Site parking per the attached lease agreement or as allowed by the CCFBC. The one existing on street parking is being removed to provide an aerial fire lane.
- 6. Allow for all exposed fastener metal panels except for R-Style panels.
- 7. Allow for two bike racks.
- 8. Awnings may have supporting posts at their outer edge provided that they:
 - a. Have a minimum of 5-feet clear width between the façade and the awning support posts or columns, and
 - b. Provide a continuous walking path at least 4-feet wide within that clear width, running parallel to the awning posts/columns.
 - c. Awnings may not extend into the right-of-way.

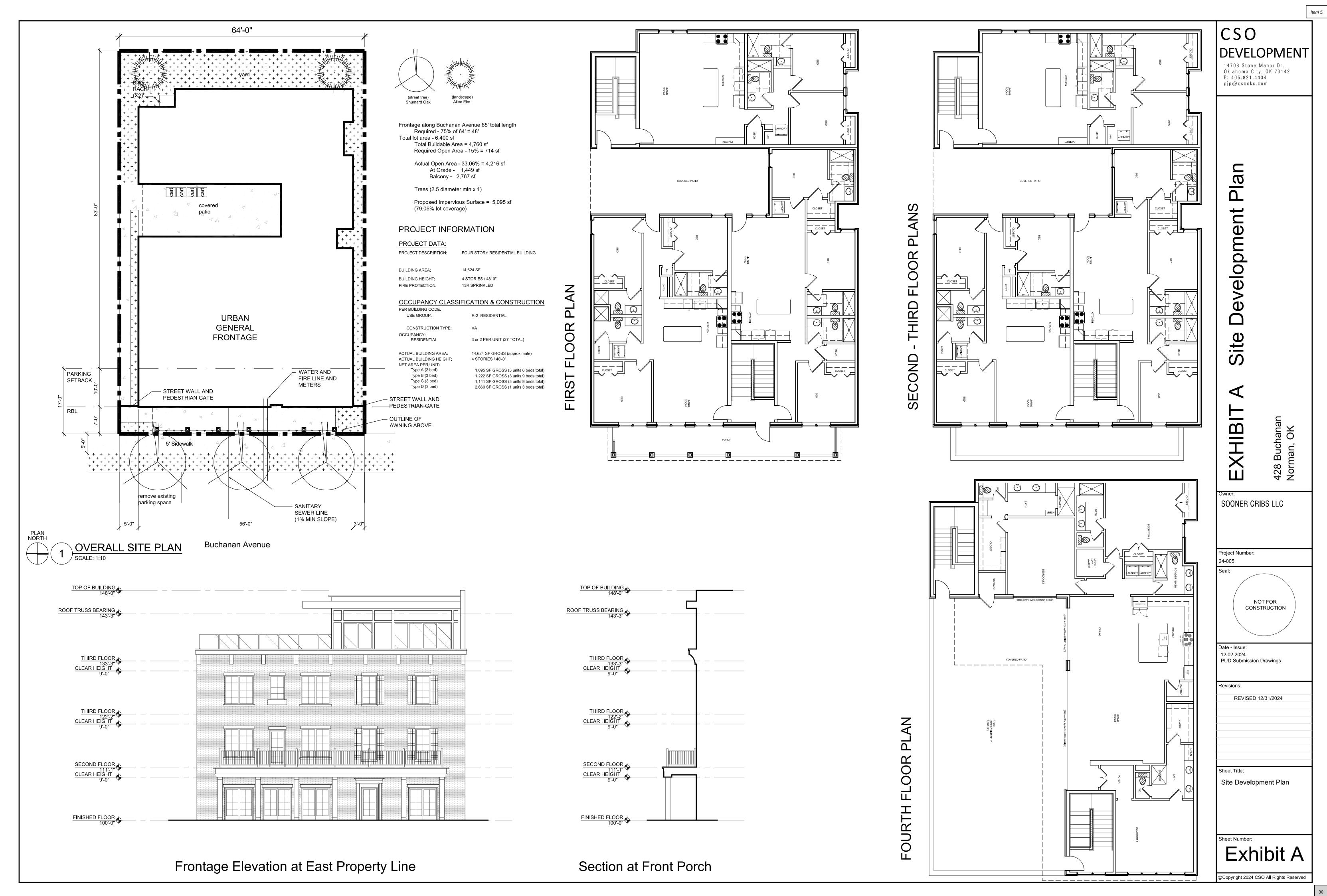


Exhibit B

LEGAL DESCRIPTION

A tract of land being a part of Lots Forty-five (45) and Forty-six (46) in Block One (1) of LARSH'S UNIVERSITY ADDITION to Norman, Cleveland County, Oklahoma, according to the recorded plot thereof, being more particularly described as follows:

BEGINNING at the intersection of the North line of said Lot 46 and the West 40' right-of-way line of Buchanan Avenue; THENCE South 00'11'29" East along said West right-of-way line a distance of 64.00 feet to a point 14.00 feet South of the North line of said Lot 45; THENCE South 89'53'40" West and parallel with said South line a distance of 100.00 feet; THENCE North 00'11'29" West a distance of 64.00 feet to a point on said North line of Lot 46; THENCE North 89'53'40" East along said North line a distance of 100.00 feet to the POINT OF BEGINNING.

Said tract containing 6,400 square feet, or 0.147 acres, more or less.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/03/2025

REQUESTER: Wildwood Community Church, Inc.

PRESENTER: Kelly Abell, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-21: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A CHURCH, TEMPLE, OR OTHER PLACE OF WORSHIP WITH A WAIVER OF SECTION 36-547(a)(4) PERTAINING TO EXTERIOR APPEARANCE IN THE R-1, SINGLE-FAMILY DWELLING DISTRICT FOR LOT ONE (1), IN BLOCK SEVENTEEN (17), OF HALL PARK FOURTH ADDITION OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1501 24TH AVE NE)

APPLICANT/REPRESENTATIVE Wildwood Community Church, Inc./Rieger Sadler and

Joyce LLC.

LOCATION 1501 24th Avenue NE

WARD 6

REQUESTED ACTION Site Plan amendment for Special Use for a Church,

Temple, or Other Place of Worship and Waiver to the

Exterior Appearance Materials

LAND USE PLAN DESIGNATION Institutional

GROWTH AREA DESIGNATION Current Urban Service Area

BACKGROUND: This site is situated in the Hall Park Subdivision; the 6.67-acre parcel is currently home to the Wildwood Community Church. The subject property is currently zoned R-1, Single-Family Dwelling District, with Special Use for a Church, Temple or Place of Worship under Ordinance O-0607-04. The applicant is requesting to amend the existing approved site plan with the addition of a new accessory building/gymnasium; therefore, they must update the Special Use zoning for the site. The applicant intends to construct a 12,000 square foot student

center and gymnasium. The applicant has been informed that the project must meet all pertinent Zoning Ordinance requirements for commercial projects, including landscaping, building requirements, and commercial outdoor lighting standards.

PROCEDURAL REQUIREMENTS:

GREENBELT COMMISSION MEETING: This property is already platted; therefore, Greenbelt review is not a requirement for this request.

PRE-DEVELOPMENT: PD24-17 December 19, 2024

No neighbors attended this meeting.

BOARD OF PARKS COMMISSIONERS: This zoning project does not require a Board of Parks Commissioners review for parkland dedication; however, due to a request from the church to dedicate to the City of Norman a pedestrian bridge that will cross parkland, this item was reviewed by Parks Commissioners at their December 7, 2023 meeting. See Item 6 in the attached Park Board minutes for additional information.

ZONING ORDINANCE CITATION: A Special Use request shall be reviewed and evaluated on the following criteria according to Sec. 36-560, Special Uses:

- 1. Conformance with applicable regulations and standards established by the Zoning Regulations.
- 2. Compatibility with existing or permitted uses on abutting sites, in terms of building height, bulk and scale, setbacks and open spaces, landscaping and site development, and access and circulation features.
- 3. Potentially unfavorable effects or impacts on other existing or permitted uses on abutting sites, to the extent such impacts exceed those which reasonably may result from use of the site by a permitted use. (NOTE: Throughout this Section, "Permitted Use" means any use authorized as a matter of right under the applicable zoning district.)
- 4. Modifications to the site plan which would result in increased compatibility, or would mitigate potentially unfavorable impacts, or would be necessary to conform to applicable regulations and standards and to protect the public health, safety, morals, and general welfare.
- 5. Safety and convenience of vehicular and pedestrian circulation in the vicinity, including traffic reasonably expected to be generated by the proposed "Special Use" and other uses authorized and anticipated in the area, considering existing zoning and land uses in the area.
- 6. That any conditions applicable to approval are the minimum necessary to minimize potentially unfavorable impacts on nearby uses and to ensure compatibility of the proposed "Special Use" with existing or permitted uses in the surrounding area.

STAFF ANALYSIS: The applicant proposes to construct a 12,000 square foot student center and gymnasium, in conjunction with the continued use of the church. The proposed building will be placed south and east of the existing church building. The addition of the proposed building will result in a net loss of sixty-nine parking spaces. The applicant is restriping and rearranging the accessible parking spaces directly west of the proposed building. Through a separate application, not part of this zoning request, the applicant is proposing to add an additional off-street parking area located south of the subject property. This new parking area consists of 115 parking spaces with a pedestrian bridge that allows passage through the adjacent parkland, the bridge will be donated to the City of Norman as an improvement and will be open to the public. As noted above, the pedestrian bridge proposal/dedication was on the Park Board agenda on December 7, 2023. Again, the parking area proposal is not part of this Special Use request but important to the overall flow of the development.

The project is bordered by City of Norman Parkland known as Wildwood Greenbelt, part of a system winding through the Hall Park Subdivision. The zoning surrounding the abutting Parkland is A-1, General Agricultural District (City of Norman property), and A-2, Rural Agricultural District, to the north and east, C-1, Local Commercial District, to the south, and R-1, Single-Family Dwelling District, to the west, across 24th Ave NE.

Section 36-547, Exterior Appearance, requires any institutional or nonresidential special use have all exterior walls constructed with masonry materials covering at least 80% of said walls, unless waived by City Council as part of the approval. The applicant is requesting a waiver from City Council for the masonry requirement for this proposed structure. Exterior elevations for the proposed structure are included in the packet.

The site will still comply with all relevant landscaping requirements. The applicant intends to meet all applicable regulations and standards for the Special Use of a Church and any recommendations deemed necessary from the Planning Commission or City Council.

ALTERNATIVES/ISSUES:

IMPACTS:

Development of a student center and gymnasium on this site would not be detrimental to the surrounding uses due to the anticipated traffic patterns generated by the use; the building will be used mostly on the weekends with occasional weekday operations. It will not be more intense than the existing use.

OTHER AGENCY COMMENTS:

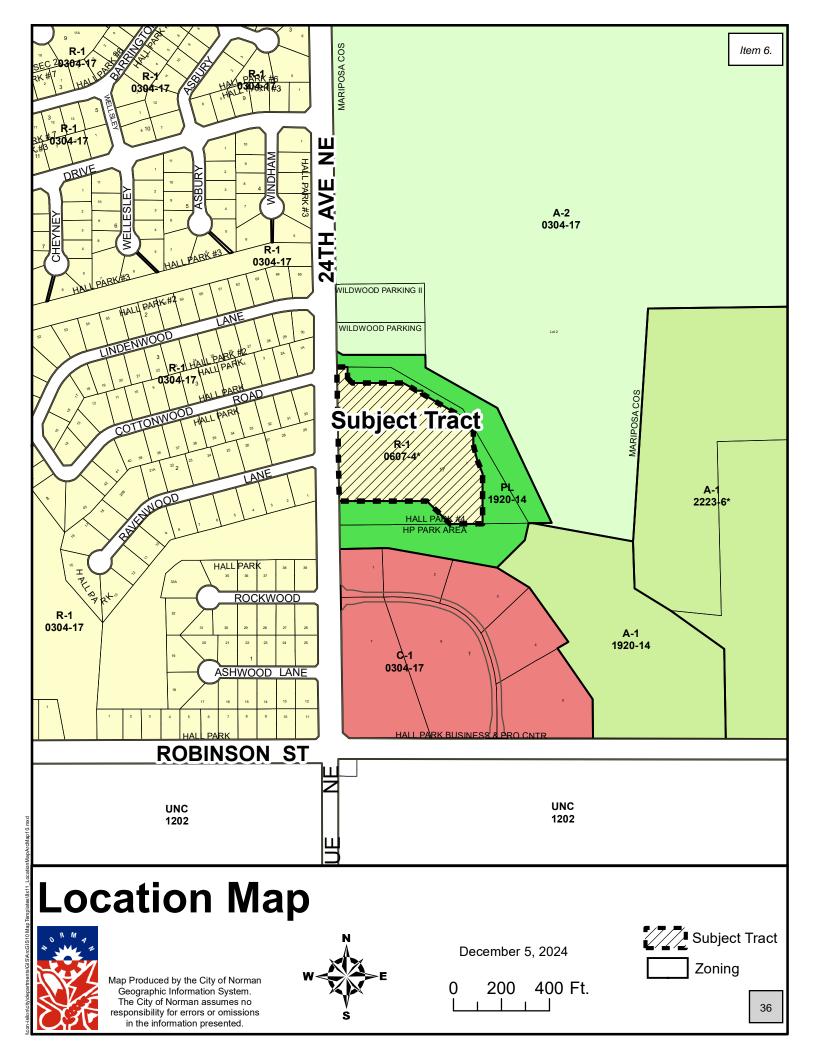
FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants, fire and building codes will be considered at the building permit stage. The plan review staff have already been in touch with the architect.

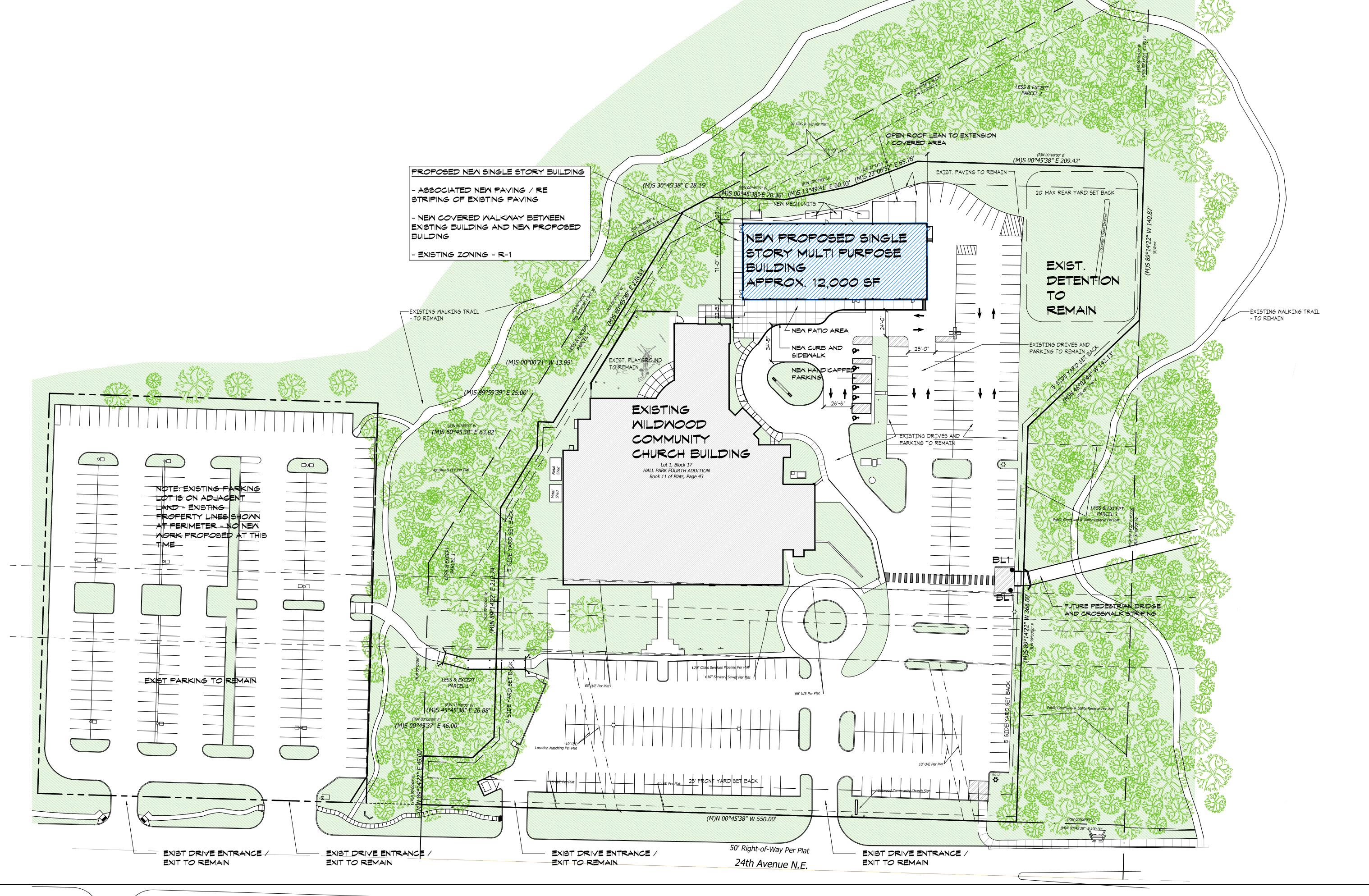
PUBLIC WORKS: The subject property is part of Hall Park, Section 4.

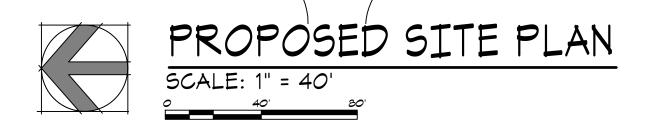
TRAFFIC ENGINEER: No traffic issues or impacts are anticipated.

UTILITIES: Water and sewer are currently being utilized on the property.

<u>CONCLUSION:</u> Staff forwards this request for amendment of a Special Use for a Church, Temple, or Other Place of Worship, and a Waiver to the Exterior Appearance requirement as Ordinance O-2425-21 for consideration by Planning Commission and recommendation to City Council.

















December 2, 2024

City of Norman Planning Department 225 N. Webster Ave Norman, OK 73069

RE: Special Use Condition of Approval 1501 24th Ave NE, Norman, OK

Dear City of Norman,

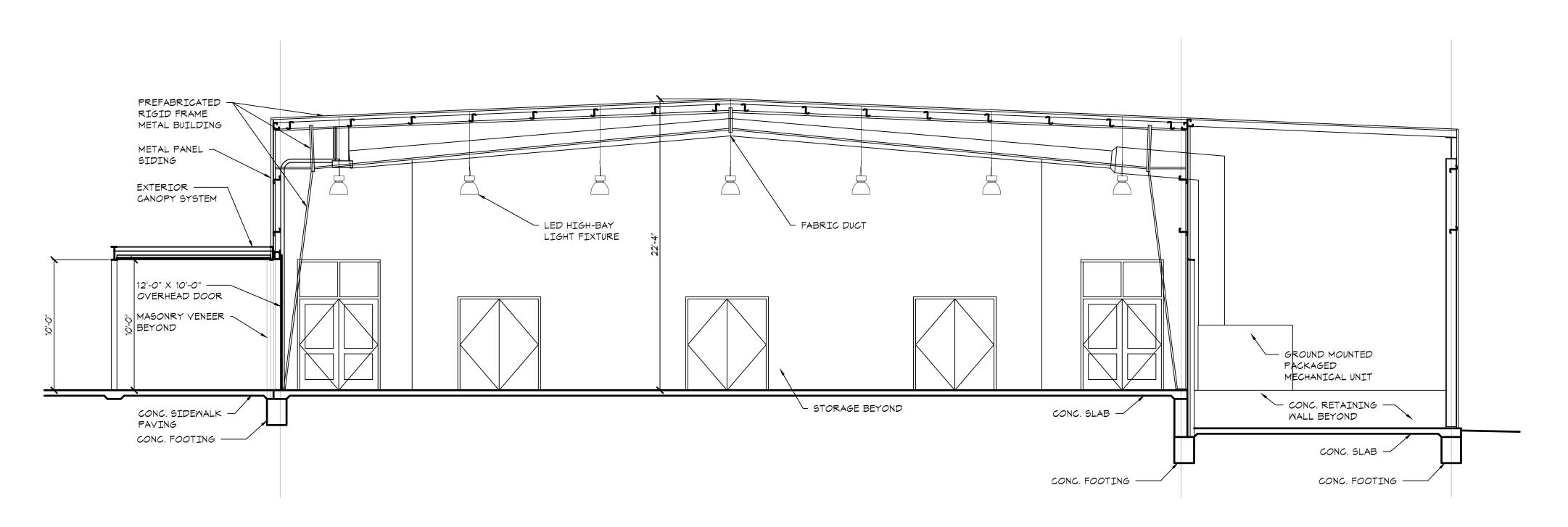
We represent the Applicant, Wildwood Community Church, Inc., in the pending Application for a Special Use Permit for Church on the property located at 1501 24th Ave NE, Norman, OK. The subject property is currently zoned R-1, Single Family Dwelling, with a Special Use Permit for Church. The Applicant intends to continue to use the subject property as a church and add an additional building to the site for the Church's use. The Applicant desires to move forward with the following Condition of Approval. The Condition of Approval will be a requirement and condition to be continually complied with by the Applicant and any successors in interest. The Condition of Approval is as follows:

Waiver from Masonry Material Requirement, City Ordinance Section 36-547(a)(4). The new building to be constructed and utilized by the Church shall not be required to be constructed with any masonry materials.

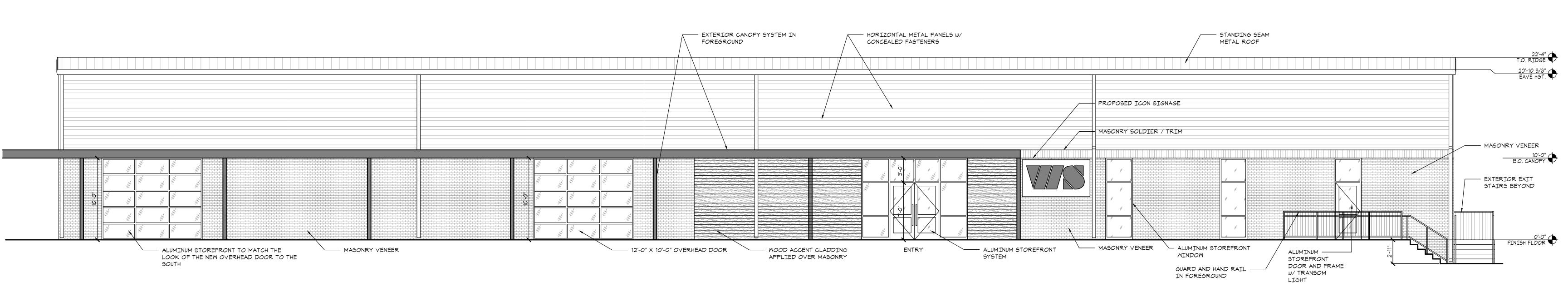
We respectfully request your support for this Special Use Application. Please let us know if you have any questions. We thank you for your consideration. Respectfully and best wishes,

Very Truly Yours,
RIEGER SADLER JOYCE LLC

GUNNER B. JOYCE *Attorney at Law*



PROPOSED STUDENT BUILDING / GYM E-W SECTION SCALE: 3/16" = 1'-0"

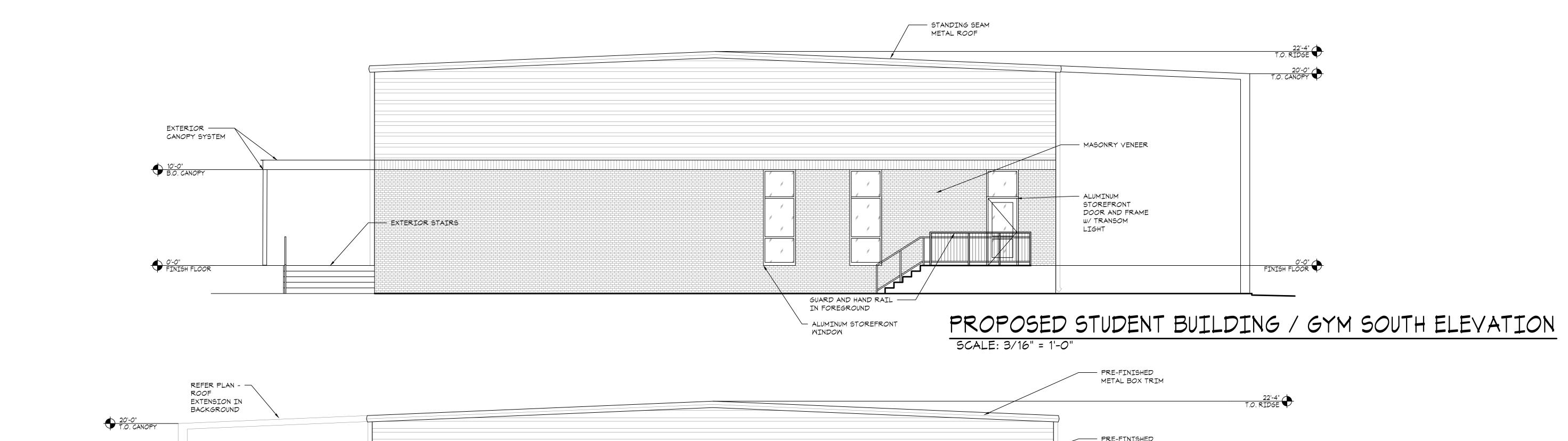


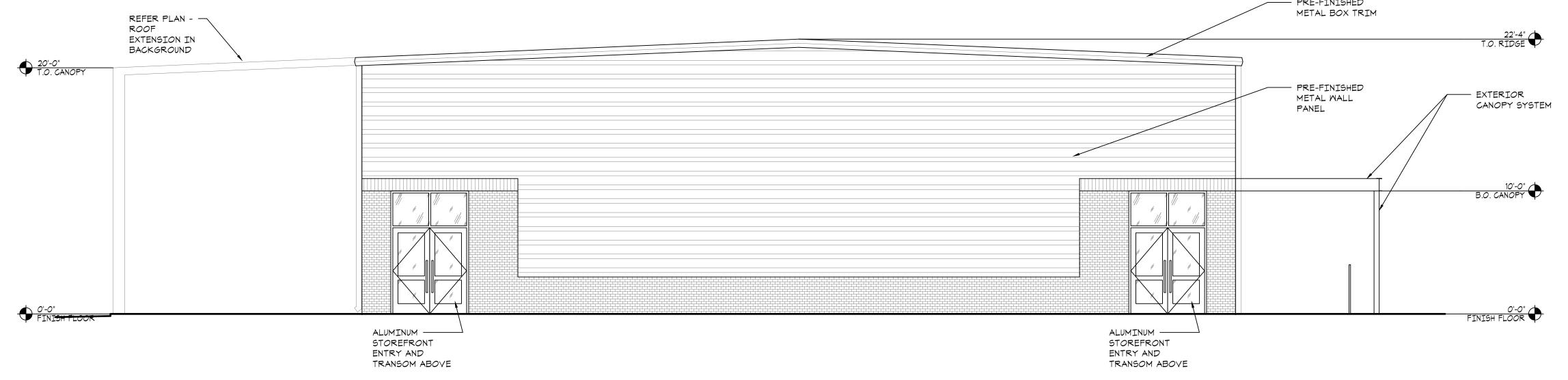
WILDWOOD COMMUNITY CHURCH MASTER PLAN CONCEPT December 13, 2024

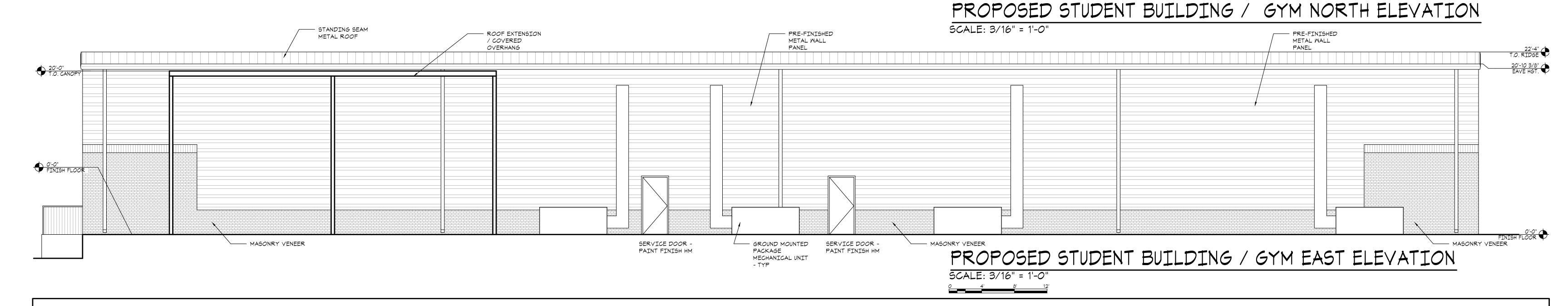












WILDWOOD COMMUNITY CHURCH MASTER PLAN CONCEPT December 13, 2024







Norman Board of Parks Commissioners December 7, 2023

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in a Regular Session in the Executive Conference Room of the Norman Municipal Building, on the 7th day of December 2023 at 5:30 p.m., and notice of the agenda of the meeting were posted at the Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

Present: Chair Wright and Commissioners Davison, Isacksen, Ross, Sallee, Sheriff, and Usry

Absent: Commissioners Moxley and One Vacancy

City Officials

Present: Jason Olsen, Director of Parks and Recreation

James Briggs, Park Development Manager

Veronica Tracy, Recreation Manager Wade Thompson, Parks Manager Bethany Grissom, Park Planner

Mitchell Richardson, Recreation Supervisor Karla Sitton, Administrative Technician IV

ITEM 1, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF MINUTES FROM OCTOBER 5, 2023, PARK BOARD MEETING

Commissioner Isacksen made the motion, and Commissioner Ross seconded to approve the October 5, 2023, Park Board minutes. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Isacksen, Ross, Sallee, Sheriff, and Usry

NAY: None

ITEM 2, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ACTIONS

Mr. Jason Olsen, Director of Parks and Recreation, highlighted the previously approved Council actions pertaining to the Parks and Recreation Department.

The previously approved Council actions are as follows:

- Rebate payment in the amount of \$348 from Pepsi Bev Co to the City for the exclusive sale of Pepsi products at Westwood Golf and WWFAC
- Contract K-2324-74 is between the City & Center for Children and Families to operate the Boys & Girls Club Programming at the Reaves Park Center.
- Resolution R-2324-80, transferring \$37,609.76 from Reimbursements-Refunds-Miscellaneous General Account to be used for the Senior Wellness Center Project.
- Resolution R-2324-52, creating an Ad Hoc Steering Committee to work with consultants in the creation of the City's Area and Infrastructure Master Plan (AIM Norman) to name a replacement for a Steering Committee Member, acknowledging the addition of Parks and Recreation Plan, adding the list of partners, clarifying the process of selection of subcommittee members and setting attendance requirements
- Proclamation P-2324-17, commending City Employees and Department Coordinators for their generosity and leadership in the 2023 United Way of Norman Charity Campaign

ITEM 3, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARKLAND FOR THE UNIVERSITY NORTH PARK ENTERTAINMENT DISTRICT PUD ADDITION

Mr. James Briggs, Park Development Manager, said the University North Park Entertainment District (UNPED) Addition PUD is located north of Rock Creek Road, between I-35 and 24th Avenue NW. This preliminary plat includes a large sports arena and many associated commercial developments in the southern half of the property. The northern half comprises a mix of residential uses, totaling 97 single-family lots and 750 multi-family housing units. At this density, the addition would generate a public parkland dedication of 3.9541 acres, and private park development would be twice the public amount, or 7.9082 acres. A private park decision would generate \$63,525 in Community Park Fees.

Mr. Briggs said the developer would like to pursue a private park decision and has asked the City to consider only the open space available throughout the residential northern half of the development to satisfy this requirement. These spaces total 7.94 acres, including the open area around the neighborhood clubhouse property and the land shown as open/green in several large traffic islands, undeveloped odd-shaped lots, easements, and walking spaces around the proposed ponds.

The developer's proposal includes walking trails, landscaped seating areas, picnicking spaces, and the clubhouse mentioned above, with usable land around that amenity. The developer also proposed an additional 9.1 acres of green space in the development's southern half, including shade seating, walking paths (around the ponds and connecting to the different use zones), and outdoor urban-style festival spaces around the arena.

Staff recommends a private park decision for the UNPED Addition PUD, provided that a combination of active and passive space is included in the planning of the private parkland. Commissioner Isacksen asked for clarification on whether only the north part of the land/plat is being considered for parkland. Mr. Briggs said the south part of the land/plat is not driving the parkland decision, and no residential area is being proposed south of Radius Way.

Commissioner Usry made the motion, and Commissioner Isacksen seconded approving and accepting a private parkland decision with 7.908 access for the University North Park Entertainment District Addition PUD. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Isacksen, Ross, Sallee, Sheriff, and Usry

NAY: None

ITEM 4, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARKLAND FOR THE SOONER VILLAGE ADDITION PUD

Mr. James Briggs, Park Development Manager, said the Sooner Village Addition PUD is located at the southwest corner of the intersection of State Highway 9 and Jenkins Avenue. He said this preliminary plat includes a variety of uses, including a gas/convenience store at the highway intersection, areas of mixed commercial space, self-storage units, office/warehouse area, a hotel, and some residential properties that are a mix of townhomes, apartments, and duplexes. A total of 211 units is proposed, generating a public parkland dedication requirement of 0.9337 acres at this density. A private park development would be twice the public amount, or 1.8674 acres, and generate \$15,825 in Community Park Development Fees.

Mr. Briggs said the developer would like to pursue a private park decision and has shown several acres of open space and/or private parkland on the preliminary plat that could satisfy this request. These areas will have walking trails, outdoor sports, playgrounds, and picnic areas. The developer will be required to provide proof of all park development costs equal to or greater than that which the City would have collected in park fees when

Park Board Meeting Page 3 of 6 December 7, 2023

building permits are issued in the future. This PUD is in an area isolated from other public parks to a large extent. The nearest park is Eagle Cliff; however, no sidewalk or street leads to that neighborhood without traveling along Highway 9 for most of the route. Any funds used to improve Eagle Cliff would not be readily accessible to the Sooner Village Addition PUD residents.

Mr. Briggs said staff favors a private park decision for the Sooner Village Addition PUD, provided that a combination of active and passive space is included in the planning of private parkland. Commissioner Ross asked whether the tree line could be cut down along Bishop Creek, and Mr. Briggs said no, it would stay as is. Commissioner Isacksen asked who would ensure the developer complies with proof of all park development cost requirements. Mr. Briggs said the developer will provide a plan and submit bonds (maintenance and statutory bonds), and staff will inspect and return the bonds once they are completed. He said the developer/builder cannot obtain Certificates of Occupancy for residential building permits if they do not comply with the requirement(s).

Commissioner Davison made the motion, and Commissioner Sallee seconded to approve and accept a private parkland decision for the Sooner Village Addition PUD. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Moxley, Ross, Sallee, Sheriff, and Usry

NAY: None

Chair Wright requested to move to item #6 as a courtesy to applicants who are present.

ITEM 6, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF A WILDWOOD COMMUNITY CHURCH BRIDGE REQUEST IN THE HALL PARK GREENBELT

Mr. Mark Robinson, Pastor at Wildwood Community Church (Wildwood), introduced himself and Toni Bragg with the McKinney Partnership Architects to the Board. Mr. Robinson said in 2007, Wildwood entered a land exchange with the City of Norman Parks and Recreation Department. The Church transferred property located on the east and south sides of the church property that abuts up to the existing greenbelt (totaling 102,176 sq. ft.), and in return, the City transferred City property north of the existing church building and greenbelt area (totaling 49,580 sq ft). This exchange would allow the City to expand the existing greenbelt and allow Wildwood Community Church to build a much-needed parking lot. In 2008, Wildwood built a wood pedestrian bridge that connected their new parking lot to the church campus. Mr. Robinson said Wildwood would like to construct a second pedestrian bridge to connect a new parking lot area to the Wildwood campus better. He said the proposed bridge would be built over the existing greenbelt trail and have double columns to minimize impact to waterflow. Mr. Robinson noted Wildwood would also like permission to construct a new sidewalk along 24th Avenue from the parking lots to the south that would connect to the trail/walk and continue north to Wildwood Campus. He showed the Board a site plan of the existing bridge, proposed a new bridge, and proposed a new sidewalk. Mr. Bragg said the new sidewalk will connect the neighborhood to the trail systems in Hall Park. Commissioner Davison asked who would maintain the bridge, and staff said Wildwood would be responsible. Commissioner Isacksen asked if the newly proposed bridge would be twice the size of the existing bridge, and Mr. Robinson said ves.

Commissioner Usry made the motion, and Commissioner Davison seconded to recommend granting the easement to Wildwood Community Church to allow the construction of a new pedestrian bridge to their campus and a new sidewalk along 24th Avenue that will connect the neighborhood to the Hall Park trail system. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Moxley, Ross, Sallee, Sheriff, and Usry

NAY: None

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Chair Wright went back to Item #5.

ITEM 5, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDED AND/OR POSTPONEMENT OF AN UPDATE REGARDING THE YOUNG FAMILY ATHLETIC CENTER (YFAC) POLICY AND FEE SCHEDULE

Mr. Jason Olsen, Director of Parks and Recreation, said the Council Business and Community Affairs Committee (BACA) recently discussed the Young Family Athletic Center (YFAC) Policy; however, discussions continue regarding the hours of operation and fee schedule. He said BACA requested staff removal or planning from policy, and the board agreed. Mr. Olsen said recent discussions regarding the YFAC hours of operation prompted the City to consider opening the facility on Sundays. He highlighted the proposed hours of operation to include the following:

 $\begin{array}{ll} Monday-Friday: & 7:00\ am-9:00\ pm \\ Saturday: & 8:00\ am-6:00\ pm \\ Sunday: & 12:00\ pm-4:00\ pm \end{array}$

Mr. Olsen said recent discussions also suggested the YFAC will have a minimum of one hundred (100) hours of community open guy/swim annually for Norman residents at no cost by opening the facility to the public during non-regular operating hours. Commissioner Ross asked whether the 100 hours would be random or somewhat regular, and staff said the YFAC would be scheduled well ahead of time so that the random hours would be scheduled monthly.

Mr. Olsen updated the Community Partners agreements with the Norman Optimist Club, Norman Public Schools, and Sooner Swim Club Rise Volleyball. He said the Council will consider a contract on December 12th with Beanstalk Coffee and Sno (Beanstalk) as the exclusive Food and Beverage provider inside the YFAC. He said Beanstalk's hours of operation will match the hours of operation for the YFAC, and they will have complete control of the menu. Mr. Olsen said the City has also been discussing a contract with the Trae Young Family Foundation to operate the Adidas store located in the YFAC.

Commissioner Sallee made the motion, and Commissioner Davison seconded to recommend the Operating Hours and Serviceability of the YFAC Policy to state the Parks and Recreation Department commits to having the center available for passive activities at an average of 70 hours per week (removing *or planned* per BACA request) and include a minimum one hundred (100) hours of community open gym/swim annually for Norman residents at no cost by opening the facility to the public during non-regular operating hours. The vote was taken with the following results:

YEAH: Chair Wright and Commissioners Davison, Moxley, Ross, Sallee, Sheriff, and Usry

NAY: None

ITEM 7, being:

ANNUAL PRESENTATION FROM THE WESTWOOD FAMILY AQUATIC CENTER

Ms. Veronica Tracy, Recreation Manager, highlighted the annual Westwood Family Aquatic Center (WWFAC) annual report. She said attendance for the 2023 season was as follows: 14,538 Aquatic Programs, 2,372 Special Events, 112,942 Open Swim, and 790 Rentals for a total season attendance of 130,642, just up from last year's 129,879. Ms. Tracy said 7,546 Season Passes were purchased, 2,322 Swim Lessons were bought, and WWFAC provided 2,120 scholarships.

Ms. Tracy said the 2023 WWFAC revenue was \$1,022,583.08, up slightly from 963,214.77 in 2022. She said the revenue includes season pool passes, swim lessons, gate admission, concession sales, special events, lockers, rentals, classes, and merchandise. Ms. Tracy said the staff is considering giving season pass holders free lockers for 2024. Chair Wright asked where the WWFAC revenue goes, and Staff said it goes to the Westwood Fund

Park Board Meeting Page 5 of 6 **December 7, 2023**

Ms. Tracy said the City hires over 140 seasonal employees at the WWFAC each summer. She said WWFAC has a fantastic team; most are rehires from previous seasons. She highlighted the aquatic program and said the Teen Aquatic Safety Program was new and worked very well. She said teens, 13 to 15 years old, participate in the Aquatic Safety Program, and then they can enter WWFAC without an adult; otherwise, they cannot enter WWFAC without a parent/adult. Ms. Tracy said WWFAC offers several different events for families and adults and noted that over 2,000 participated in the summer of 2023, including Free Scuba Lessons in partnership with Warriors for Freedom and Blue Water Dive Shop and an Inclusive Swim in partnership with Sooner Success.

Ms. Tracy said future WWFAC projects that could be funded through a capital project and/or bond project include installing eight Private Cabanas and a Flow Rider. She told me the cabanas could accommodate halfday or whole-day rentals, and the Return on Investment (ROI) would be about two seasons. The Flow Rider is a surf simulator that would be an investment for the WWFAC and not an ROI; however, it is the only attraction that revenue can be built around, i.e., Flow Rider birthday parties, private lessons, and/or special events.

The Board acknowledged the report.

ITEM 8, being:

NORMAN FORWARD UPDATE

Mr. Jason Olsen, Director of Parks and Recreation, gave an update on the Norman Forward Projects.

Young Family Athletic Center

Mr. Olsen said the second asphalt layer was added to the parking lot, parking stripes will be painted soon, and landscaping has begun. He said the pool would be quickly plastered, and the electricity was being finished. Mr. Olsen said the basketball courts have been installed and look fantastic, and the scoreboards will be mounted soon. He showed pictures depicting the progress and said the ribbon cutting is still scheduled for February 19, 2024.

Adult Wellness and Education Center

Mr. Olsen said the ribbon cutting was held on November 13th at the Adult Wellness and Education Center (AWE) and exceeded all expectations. He told the AWE already has 900 members, and the 1,000th member will get a prize.

Reaves Park

Mr. Olsen said the latest Norman Forward quality-of-life initiative through public art was unveiled at Reaves Park on December 5. He said "Mechan 14", a 15-foot robot sculpture by artist Tyler Fuqua, is the first giant robot in Norman and offers a dynamic presence in the park. He said the giant robot has interchangeable parts that allow it to transform from a Home Run Mechan with a baseball bat to a Bold Knight Mechan with a sword.

ITEM 9, being:

DIVISIONAL UPDATES

Ms. Veronica Tracy, Recreation Manager, said the Andrews Park Community Tree Lighting is tomorrow, December 8th. She said festivities would begin at 5:30 pm, and participants could enjoy hot cocoa and holiday music while waiting on the tree lighting at dark. Winterfest at Legacy Park is on December 9th at 5:30 p.m. Talk of the Town will perform holiday classics, little ones can have their picture taken with Santa and a fireworks extravaganza will take place at 7:00 p.m. Ms. Tracy said the Annual Ugly Sweater Run is on December 10th at Legacy Park. Runners can run or walk the 3K and are encouraged to wear their favorite seasonal sweater.

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Ms. Tracy said the YFAC basketball registration is open, and the Daddy Daughter Dance (DDD) and Mom Prom tickets are on sale. The DDD is on February 10th at Embassy Suites, and the Mom Prom is on May 4th at The Noun.

Mr. James Briggs, Park Development Manager, said work continues on the pickleball courts at Bentley Park. He said playground bids for Sunrise and Falls Lakeview Parks and a new restroom building at Reaves Park had gone out. Mr. Briggs said staff will present the Andrews Park Master Plan at a Council Study Session on December 6th, and the Council will consider approving the Master Plan at a January Council meeting.

Mr. Wade Thompson, Parks Manager, said Park Maintenance Staff has been assisting with projects at the YFAC, helping with all the upcoming holiday events, removing trees on City property, replacing a tin horn at Saxon Park, and doing fence maintenance at the Andrews Park Skate Park.

Mr. Wade Thompson, Parks Manager, said staff is helping assist with the Parks and Recreation Division events and continue to install the annual Christmas Lights throughout the City.

MISCELLANEOUS DISCUSSION

Mr. Jason Olsen, Director of Parks and Recreation, said the Norman Public Library Central branch closed November 13th after officials were made aware that mold was found at the facility. After investigating, contractors discovered several areas of mold on each library floor from water intrusion potentially stemming from roof and envelope issues. Mr. Olsen said the Central Library will remain closed for five months while Cavins Group (a company specializing in disaster response) assists with mold remediation. He said the City is hiring a building envelope consultant to help determine the underlying cause of the mold growth.

	PUBLIC COMMENTS
None.	
	ADJOURNMENT
Chair Wright	adjourned the meeting at 7:10 p.m.
Passed and ap	oproved thisof2024
Sherrel Sherif	ff, Chair



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/03/2025

REQUESTER: Tinker Federal Credit Union

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION,

AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-22: 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 LOT ONE (1), IN BLOCK TWO (2), OF EAST LINDSEY PLAZA SECTION 5, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE

SEVERABILITY THEREOF. (1451 12TH AVENUE SOUTHWEST)

APPLICANT/REPRESENTATIVE: Tinker Federal Credit Union/Todd D'Amico

LOCATION: 1451 12th Avenue SE

WARD: 1

CORE AREA: No

REQUESTED ACTION: Rezoning to SPUD to allow for the development of a

second parcel.

LAND USE PLAN DESIGNATION: Commercial

GROWTH AREA DESIGNATION: Current Urban Service Area

BACKGROUND: The subject property's current SPUD, Simple Planned Unit Development, Ordinance O-1920-11, was approved in 2019. The existing SPUD included one building to be used as a Tinker Federal Credit Union with an accompanying parking lot. The remainder of the lot was left vacant. The applicant is requesting an amendment to the SPUD to accommodate the proposed changes to the subject lot and site plan. A Short Form Plat request will follow the zoning request, should it be approved by Council. The proposed changes will divide the three acre subject property into two lots. The second lot contains a parking lot and location for a proposed building. The original lot will remain the same with the exception of gaining access to

a proposed circle driveway on Lot 2. These changes are reflected on the accompanying Site Development Plan.

PROCEDURAL REQUIREMENTS:

GREENBELT MEETING: This property is already platted, therefore Greenbelt is not a requirement for this request.

PRE-DEVELOPMENT: A Pre-Development meeting is not required for this application.

BOARD OF PARKS COMMISSIONERS: This project does not require a Board of Parks Commissioners request.

ZONING ORDINANCE CITATION:

Section 36-510 SPUD, SIMPLE PLANNED UNIT DEVELOPMENTS

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

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

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

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

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

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

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

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

STAFF ANALYSIS:

USE: The allowable uses for this SPUD are included in the SPUD Narrative under Section II Development Plan and Design Concept. The uses are generally commercial in nature. The allowable uses will not change with this amendment to the SPUD. As such, the proposed second lot will have the same set of allowable uses.

SITE PLAN/ACCESS: The proposed Site Development Plan shows existing access points off of U.S. Highway 9 (12th Ave. SE) and Commerce Dr. The new access point off of Eastgate Dr. will be used to access the proposed parking lot for lot 2. There is one proposed building on Lot 2.

PARKING: The SPUD narrative states that parking on site will comply with the City of Norman's applicable parking ordinances, as amended from time to time.

LANDSCAPING: The project area will feature 5' landscape buffer along Eastgate Dr. and a 20' Landscape Buffer along the south east boundary of the property. There will also be interior 5' landscape buffer running north to south adjacent to the proposed lot line. The southeast buffer will create separation between the subject lot and the abutting residential use. All other landscaping will be installed in accordance with the City of Norman landscaping regulations as amended from time to time, under Zoning Ordinance Section 36-551, Landscaping Requirements for Off-Street Parking Facilities.

SIGNAGE: All signage will be constructed in accordance with the City of Norman sign regulations, as amended from time to time, under City of Norman Code Section 28-505, Commercial Zone Sign Standards. A master sign plan was not provided to city staff because the applicant does not know what sign choices the future tenant will make. However as stated above, the choice of sign will be compliant with Commercial Zone Sign Standards.

LIGHTING: All lighting will be constructed in accordance with the City of Norman lighting regulations, as amended from time to time, under Zoning Ordinance Section 36-549, Commercial Outdoor Lighting Standards.

SANITATION/UTILITIES: Solid Waste Container Enclosure will be provided in accordance with the City of Norman standards. Any necessary approvals from the City of Norman Sanitation Department will be obtained.

HEIGHT: No building shall exceed two and one-half (2-1/2) stories or thirty-five (35) feet in height.

FENCING/WALLS: All screening will be constructed in accordance with the City of Norman screening regulations, as amended from time to time, and as applicable to the Commercial Districts under Zoning Ordinance Section 36-552, Fencing, Walls, and Screening

OPEN SPACE: The subject property will have open space in accordance with the Site Development plan or a maximum percentage of 15%.

EXTERIOR MATERIALS: The SPUD Narrative outlines the following for exterior materials:

- Masonry wainscoting up to 36 inches.
- EIFS from 36 inches above grade to top of exterior walls.
- Glass windows at 10 feet above finish floor for 10% of the exterior.
- Wood lodge type lumber for trim around windows and exterior doors.
- Structure shall meet the 80% masonry requirements, in accordance with the City of Norman Ordinance Section 36-547, Exterior Appearance.

EXISTING ZONING: The property is currently zoned SPUD, Simple Planned Unit Development. The SPUD zoning was granted from Ordinance O-1920-11. The current SPUD allows for similar commercial uses but only on one lot.

ALTERNATIVES/ISSUES:

IMPACTS: No negative impacts are anticipated from this proposed development. The area is already commercially developed and appropriate screening between commercial and residential development will be required.

OTHER AGENCY COMMENTS:

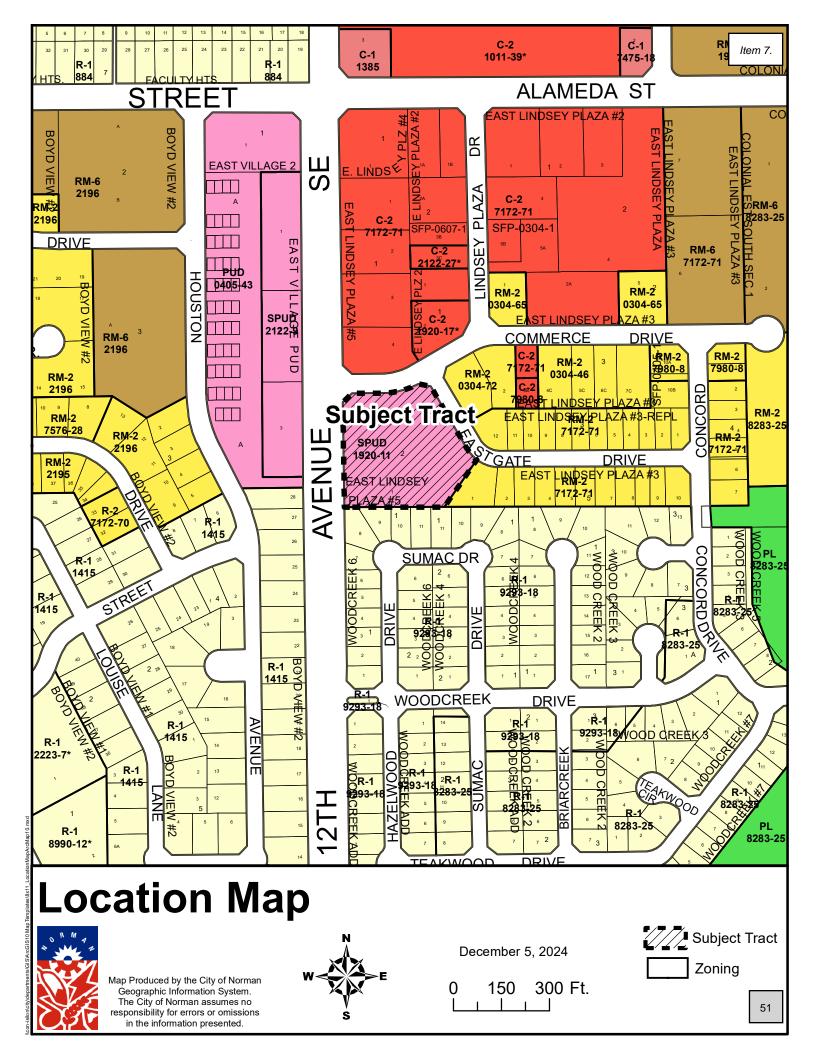
FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants, fire and building codes will be considered at the building permit stage.

PUBLIC WORKS/ENGINEERING: A Short Form Plat will be required after the approval of the zoning in order to create two total lots.

TRAFFIC ENGINEER: No traffic issues or impacts are anticipated.

UTILITIES: The following are comments regarding sewer: For the north lot long private service to be utilized, the recorded easement for the private service must be provided to the City. Lastly, the recorded long private sewer service agreement must be provided to the City. For sanitation, the dumpster location for the south lot must show turning movements for the City trash trucks.

<u>CONCLUSION:</u> Staff forwards this request of a SPUD, Simple Planned Unit Development, and Ordinance O-2425-22 to the Planning Commission for consideration and recommendation to City Council.





Norman, OK

Simple Planned Unit Development SPUD Narrative

Current Owner: Tinker Federal Credit Union

Simple Planned Unit Development Application for Rezoning December 30, 2024

Prepared by: Todd D'Amico, PLS



3550 W. Robinson Street, 3rd Floor, Norman, OK 73072 (888) 322-7371 - cds.solutions@firstam.com

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INTRODUCTION

Tinker Federal Credit Union (the "Property") is proposed as a Simple Planned Unit Development (SPUD) in the City of Norman. The Property is generally located at 1451 12th Avenue S.E., Norman, Oklahoma.

The intent of this SPUD is 1) to approve the proposed development of a Tinker Federal Credit Union bank branch and 2) to limit the permitted uses on site in order to prevent a negative impact on the adjacent residential properties. This SPUD Narrative will put forth the requirements of the SPUD district adopted herewith for this Property.

I. <u>Property Description/General Site Conditions</u>

A. Location

The Property is located on the east side of 12th Avenue SE/Highway 77 and is bounded by Commerce Drive along the north lot line and Eastgate Drive along the northeast lot line.

B. Existing Land Use/Zoning

The Property is currently partially improved with a Credit Union and contains approximately 1.55 acres of vacant land. The property is currently under the original SPUD granted as 1920-11.

C. Elevation and Topography

The site has very little slope and the property is partially improved at this time. No part of the Property lies within any flood plain or WQPZ.

D. Drainage

TFCU plans to design and develop the site in accordance with the City of Norman Drainage Regulations. Existing underground storm water system was designed to include this site.

E. Utility Services

The Property is fully served by all necessary utilities.

F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and as otherwise required by code.



G. Traffic Circulation/Access

Traffic circulation and access points will be to the City of Norman standards. Access points are as shown on the Site Development Plan attached as "Exhibit A."

II. Development Plan and Design Concept

The Property is planned to accommodate Commercial/Office uses as designated in this SPUD Narrative.

A. Commercial/Office Development

1. Uses and Design

The purpose for the SPUD is to allow for Commercial/Office Development under the following development regulations:

Uses: The allowable uses for the site are as listed below:

- Art gallery
- Assembly halls of non-profit corporations
- Laboratories for research and testing where all work is housed in buildings and no smoke, noise, odor, dust or other element of operation is more intense outside the confines of the building than that which normally prevails in an R-3, Multi-family Dwelling District
- Libraries
- Museums
- Music conservatories
- Office buildings and offices for such professional services as accountant, architect, attorney, business or management consultant, court reporter, dentist or dental surgeon, engineer, geologist or geophysicist, linguist, landscape



architect, optometrist, optician, osteopathic physician, planning consultant, psychologist, physician or surgeon, or registered nurse; provided, however, that no retail sales nor stock of goods shall be permitted other than the incidental sale of merchandise within the above professional offices or a pharmacy which may be located only in a building providing space for medical offices. Funeral homes and mortuaries shall not be considered professional services permitted in this district.

- Public and private schools and college with students in residence and dormitories associated therewith
- Trade schools and schools for vocational training
- Churches
- Child Care Center, as specified in Section 36-566, Childcare Establishments

The following uses shall be permitted provided that no individual use shall exceed a Gross Floor Area of 35,000 sq. ft. and that no outdoor storage or display of materials or goods is permitted:

- Antique shop
- o Appliance store
- o Artistic materials supply, or studio
- Automobile supply store
- o Baby shop
- Bakery goods store
- Bank/Credit Union
- Barber shop or beauty parlor
- Book or stationary store
- Camera shop
- Candy store
- Catering establishment
- Child care establishment
- Clothing or apparel store
- Dairy products or ice cream store
- Delicatessen store
- Dress shop
- Drug store or fountain
- Dry cleaning and laundry plant with no more than three (3) dry cleaning machines and/or laundry pick-up station



- o Dry goods store
- Fabric or notion store
- Florist
- o Furniture store
- Gift shop
- Hardware store
- Interior decorating store
- Jewelry shop
- Key shop
- Leather goods shop
- Messenger or telegraph service
- Office business
- Painting and decorating shop
- Pet shop
- Pharmacy
- Photographer's studio
- o Radio and television sales and service
- Self-service laundry
- Sewing machine sales
- Sporting goods sales
- Shoe store or repair shop
- Tailor shop
- Toy store

(a) Area Regulations

- Front Yard: A twenty-five (25) foot setback is required for all buildings. Across the entire front of all lots (and the street side of any corner lot) in plats filed after November 7, 2005 a minimum ten (10) foot landscape strip shall be installed, which may not be encroached upon by parking. One eight (8) foot tall shade (canopy) tree per each twenty (20) feet of lot frontage and one (1) three (3)-gallon shrub per five (5) feet of building frontage shall be installed within this landscape strip. Clustering of these required plantings may be allowed, if approved by the City Forester or his designee. Such planting should be covered by the three (3) year maintenance bond required when new landscaping is installed with the parking lot on the same tract. All species are to be approved by the City Forester.
- Side Yard: (1) For uses other than dwelling, no side yard shall be required except on the side of a lot adjoining a dwelling district in



which case there shall be a side yard of not less than five (5) feet. (2) Whenever the rear lot line of a corner lot of a local business district abuts a dwelling district, the side yard setback adjacent to the street shall be fifteen (15) feet.

Rear Yard: Rear yard shall not be required for retail establishments; except where a rear lot line abuts upon a dwelling district and the commercial building is designed to be serviced from the rear, there shall be provided a rear yard of not less than thirty (30) feet for lots without alleys and twenty (20) feet for lots with alleys; and further provided that in no case where the rear lot lines abut a dwelling district shall the commercial building be erected closer than three (3) feet to the rear lot line.

(b) Height Regulations

 No building shall exceed two and one-half (2-1/2) stories or thirtyfive (35) feet in height.

2. Parking

Parking on the site will comply with the City of Norman's applicable parking recommendations, as amended from time to time.

3. Solid Waste Container Enclosures

Solid Waste Container Enclosure will be provided in accordance with the City of Norman standards. Any necessary approvals from the City of Norman Sanitation Department will be obtained.

B. Miscellaneous Development Criteria

Site Plan

See TFCU Site Development Plan attached as "Exhibit A."

2. Open Space

The subject property will have open space in accordance with the Site Development plan or a maximum percentage of 15%.



3. Signage

All signage will be constructed in accordance with the City of Norman sign regulations, as amended from time to time, under City of Norman Code Section 28-505, Commercial Zone Sign Standards.

4. Lighting

All lighting will be constructed in accordance with the City of Norman lighting regulations, as amended from time to time, under Zoning Ordinance Section 36-549, Commercial Outdoor Lighting Standards.

Landscaping

As shown on Exhibit "A", the project area will feature 5' landscape buffer along Eastgate Dr. and a 20' Landscape Buffer along the south east boundary of the property. There will also be interior 5' landscape buffer running north to south adjacent to the proposed lot line. The southeast buffer will create separation between the subject lot and the abutting residential use. All other landscaping will be installed in accordance with the City of Norman landscaping regulations, as amended from time to time, under Zoning Ordinance Section 36-551, Landscaping Requirements for Off-Street Parking Facilities.

6. Screening

All screening will be constructed in accordance with the City of Norman screening regulations, as amended from time to time, under Zoning Ordinance Section 36-552, Fencing, Walls, and Screening.

7. Traffic Access, Circulation, Parking, and Sidewalks

Traffic access, circulation, parking, and sidewalks will be provided in accordance with the City of Norman regulations, as amended from time to time.

8. Exterior Materials

Masonry wainscoting up to 36 inches. EIFS from 36 inches above grade to top of exterior walls. Glass windows at 10 feet above finish floor for 10% of the exterior. Wood lodge type lumber for trim around windows and exterior doors. Structure shall meet the 80% masonry requirements, in accordance with the City of Norman Ordinance Section 36-547, Exterior Appearance.



EXHIBIT A

Site Development Plan

Full Size Documents Submitted to City Staff

