

## Carol Coles

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**From:** Carol Coles  
**Sent:** Thursday, August 25, 2011 2:30 PM  
**To:** \*everyone; \_Council Members; Andy Rieger; Eddie Sims; Jane Cannon; Joy Hampton; Norman News; Oklahoma Daily  
**Subject:** Over-occupancy in Single Family Dwellings

City of Norman  
201 West Gray  
Norman, Oklahoma 73069

Press Release

For Immediate Release

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Over the past couple of years, complaints about over-occupancy in single family dwellings have risen steadily. As you may know, the City of Norman zoning ordinances limit single family dwellings to residents that are family members, either by blood, marriage or adoption, or not more than three unrelated persons living together and sharing the common areas like the kitchen and living areas. This includes apartments, condominiums, and townhomes. This restriction has been part of the zoning ordinance since 1954 and over the years, the City has explored various avenues of enforcement to protect City residents from the issues that arise when multiple unrelated persons live in single family homes. Complaints generally revolve around traffic, noise, and parking.

If you know of a single family dwelling in your neighborhood that has more than three unrelated people residing in it, call the City of Norman Revitalization Division at (405)366-5332 to begin the complaint process. We request that you do not call the Police Department unless you have a complaint regarding noise or other disturbance. Upon receipt of a complaint, staff will begin an investigation and a Code Compliance Inspector will be assigned to process the complaint.

The owner/property manager of the property in question will be contacted as well as the identifiable tenants of the property. If the investigation produces probable cause to suspect the property is in violation of the zoning restriction, the Code Compliance Inspector will give notice to all tenants, the landlord, the property manager, and the owner setting forth a specific time frame in which voluntary compliance with the restriction may be achieved. Correcting the situation within the given time frame will result in no citation being issued. If a citation is issued, correcting the situation will not relieve any of the parties of the potential fine (up to \$500 per day in violation).

Additional information on enforcement, frequently asked questions and answers, and an Occupancy Investigation Form and Occupancy Vehicle Log Form are available on the City of Norman web site at <http://www.normanok.gov/planning/three-unrelated-persons-ordinance> Just

click on complaint forms. The vehicle log is on the second page.

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