

**HISTORIC DISTRICT COMMISSION  
MINUTES OF**

**March 2, 2015**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on March 2, 2015, at 6:30 p.m. Notice and Agenda of the meeting were posted at 201 West Gray Building A, the Norman Municipal Building and at [www.Normanok.gov](http://www.Normanok.gov) twenty-four hours prior to the beginning of the meeting.

Chair Neil Robinson called the meeting to order at 6:30 p.m.

**Item No. 1, being: Roll Call.**

MEMBERS PRESENT:           Anna Eddings  
                                      Bill Hickman  
                                      David John  
                                      Russell Kaplan  
                                      Loy Macari  
                                      Neil Robinson

MEMBERS ABSENT:           Cameron Brewer  
                                      Chesley Potts  
                                      Scott Williams

STAFF MEMBER PRESENT:    Anaïs Starr, Planner II  
                                      Jolana McCart, Admin Tech IV

GUESTS:                       Mark Krittenbrink  
                                      Bobby Stevens  
                                      Kory McMahan

**Item No. 2, being: Approval of the Agenda.**

**Motion** by B Hickman for approval of the Agenda; **Second** by A Eddings. All approve.

**Item No. 3, being: Approval of Minutes from the February 2, 2015 Regular Meeting.**

**Motion** by A Eddings for approval; **Second** by D John. All approve.

**Item No. 4, being: (HD 15-03) Consideration of a request for Certificate of Appropriateness to add a modification to the existing house in the form of a second floor and to construct a two story rear addition to the structure. The Historic District Commission approved a COA for relocating this structure from Lots 7 and 8 Block 1 of Ross's Addition to Lot 7 Block 1 of Ross's Addition at the December 1, 2015 meeting and the new location will be addressed as 428 Chautauqua.**

*This application had been presented to the Commission at the February meeting for their input and review. It is now being brought to the Commission as a COA request.*

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A Starr gave the staff report; Mark Krittenbrink, architect and owner, was present to answer questions.

W Hickman stated that he felt that the mass and scale was appropriate for the neighborhood. He also felt that with the “staggered” design of the addition, he could support the application.

Chair Robinson felt the applicant had addressed the concerns aired last month. He felt that the design would both suit the needs of the owner and the Guidelines requirements.

D John said that he did not feel the second story would be seen from the street, taking in consideration the height and the houses on each side of the structure.

A Eddings agreed with the previous statements, restating the limited visibility from the street with the houses next door.

L Macari concurred with the previous statements.

R Kaplan felt that the design echoed the spirit of the Guidelines.

Staff pointed out the Commission found the second floor modification and the two story addition meets the Guidelines because the design is so compatible with the main structure and has limited visibility from the front street view.

**Motion** by D John to approve the application as submitted, with the addition of the 2 extra windows on the first floor, south elevation, as shown on the presented rendering. **Second** W Hickman. All approve.

**Item No. 5, being: Staff report on active COA’s since February 2, 2015 and consideration of six month extension requests.**

- 549 S Lahoma – Litigation is pending.
- 410 Peters – House should be ready to lower the first or second week of March.
- 322 Alameda – Owner plans to begin the window replacement late summer/fall of this year to bring the windows into compliance.
- 727 Chautauqua – Hoping to begin the driveway project over spring break.
- 621 Chautauqua – Grasscrete parking should begin in March. Front porch column project should begin soon. The new garage plans are being designed.
- 434 Chautauqua – The rear project is finished. The front porch work is still in progress.
- 635 S Lahoma – The railing is being fabricated.
- 408 Chautauqua – Work has not begun on the rear basement access.
- 645 S Lahoma – Work has not begun – owners are waiting for better weather to begin the fence project.
- 648 S Lahoma – Waiting on better weather to pour the parking pad and install the storm windows. The new front door has been installed.
- 415 S Lahoma – New windows should be ready to install soon. Owner looking for doors.

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- 415 ½ S Lahoma – The applicant is working on the permit application for demo of the non-original portion of the structure.

No requests for 6 month extensions.

**Item No. 6, being: Report on projects approved by Administrative Bypass since February 2, 2015.**

There were none issued.

**Item No. 7, Staff reports on CLG Projects and consideration of FY2015-2016 application for CLG funds.**

The consultant, Cynthia Savage, is in the process of analyzing the data to see if there are enough structures with historical integrity to form a district.

FY2015-2016 application options were handed out to the Commission for their review. (See attached) The application will be presented to the Commission for their approval at the April 6<sup>th</sup> meeting.

**Item No. 11, being: Miscellaneous Comments.**

There were none

**Item No. 12, being: Adjournment.**

The meeting was adjourned at 7:55 p.m.

Passed and approved this 6<sup>th</sup> day of April 2015.

  
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Neil Robinson, Chair