

**NORMAN BOARD OF ADJUSTMENT**  
**REGULAR SESSION AGENDA**  
**OCTOBER 25, 2017**

MEETING TIME:  
MEETING PLACE:

**4:30 p.m.**  
**CONFERENCE ROOM D**  
Norman Municipal Building A  
201 West Gray Street

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES OF THE SEPTEMBER 27, 2017 REGULAR MEETING**

*ACTION NEEDED:* Approve the minutes as submitted, or as amended.  
*ACTION TAKEN:* \_\_\_\_\_

4. **BOA-1718-4 – BROOKHAVEN OFFICE PARK, L.L.C. REQUESTS A VARIANCE TO ALLOW THE BRICK ENTRYWAY FEATURES TO REMAIN IN THEIR CURRENT LOCATION AS CONSTRUCTED APPROXIMATELY 1 TO 2 FEET FROM THE RIGHT-OF-WAY LINE, WITH A MODEST "B" SCRIPTED LETTER ON THE FACE OF EACH FEATURE, FOR PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF 36<sup>TH</sup> AVENUE N.W. AND ROCK CREEK ROAD.**

*ACTION NEEDED:* Approve or disapprove the Variance.  
*ACTION TAKEN:* \_\_\_\_\_

5. **BOA-1718-5 – LYNN LLOYD AND HOLLY MCGEE REQUEST VARIANCES TO ALLOW CONSTRUCTION OF A NEW SINGLE-FAMILY HOUSE WITH A FRONT YARD SETBACK OF 6'4" AND A REAR YARD SETBACK OF 6'4" FOR PROPERTY LOCATED AT 1228 N. PETERS AVENUE.**

*ACTION NEEDED:* Approve or disapprove the Variance.  
*ACTION TAKEN:* \_\_\_\_\_

6. **MISCELLANEOUS COMMENTS**
7. **ADJOURNMENT**

## BOARD OF ADJUSTMENT MINUTES

SEPTEMBER 27, 2017

The Board of Adjustment of the City of Norman, Cleveland County, Oklahoma, met in Regular Session in Conference Room D of the Norman Municipal Building A, 201 West Gray, at 4:30 p.m., on Wednesday, September 27, 2017. Notice and agenda of said meeting were posted in the Municipal Building at the above address and at [www.normanok.gov/content/board-agendas](http://www.normanok.gov/content/board-agendas) at least 24 hours prior to the beginning of the meeting.

Item No. 1, being:

### CALL TO ORDER

Chairman Andrew Seamans called the meeting to order at 4:30 p.m.

\* \* \*

Item No. 2, being:

### ROLL CALL

MEMBERS PRESENT

Brad Worster  
Mike Thompson  
James Howard  
Andrew Seamans

MEMBERS ABSENT

Curtis McCarty

A quorum was present.

STAFF PRESENT

Susan Connors, Director, Planning & Community  
Development  
Wayne Stenis, Planner II  
Roné Tromble, Recording Secretary  
Leah Messner, Asst. City Attorney

\* \* \*

Item No. 3, being:

### APPROVAL OF MINUTES OF THE AUGUST 23, 2017 REGULAR MEETING

*Brad Worster moved to approve the minutes of the August 23, 2017 Regular Meeting as presented. James Howard seconded the motion.*

There being no further discussion, a vote was taken with the following result:

YEAS  
NAYS  
ABSTAIN  
ABSENT

Brad Worster, James Howard, Andrew Seamans  
None  
Mike Thompson  
Curtis McCarty

Ms. Tromble announced that the motion to approve the August 23, 2017 Minutes as presented passed by a vote of 3-0-1.

\* \* \*

Item No. 4, being:

**BOA-1718-4 – BROOKHAVEN OFFICE PARK, L.L.C. REQUESTS A VARIANCE TO ALLOW THE BRICK ENTRYWAY FEATURES TO REMAIN IN THEIR CURRENT LOCATION AS CONSTRUCTED APPROXIMATELY 1 TO 2 FEET FROM THE RIGHT-OF-WAY LINE, WITH A MODEST "B" SCRIPTED LETTER ON THE FACE OF EACH FEATURE, FOR PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF 36<sup>TH</sup> AVENUE N.W. AND ROCK CREEK ROAD.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Staff Report
2. Location Map
3. Rock Creek Widening Plan
4. Application with Attachments

Mr. Seamans announced that the applicant's representative has requested postponement of this item to the October meeting.

**DISCUSSION AND ACTION BY THE BOARD OF ADJUSTMENT:**

*Brad Worster moved to postpone BOA-1718-4 to the October 25, 2017 meeting. James Howard seconded the motion.*

There being no further discussion, a vote was taken with the following result:

YEAS	Brad Worster, Mike Thompson, James Howard, Andrew Seamans
NAYS	None
ABSENT	Curtis McCarty

Ms. Tromble announced that the motion, to postpone BOA-1718-4 to the October 25, 2017 meeting, passed by a vote of 4-0.

\* \* \*

Item No. 5, being:

**MISCELLANEOUS COMMENTS**

Ms. Connors noted the "Coverage Regulations in R-1 Zones – History" document which Mr. Stenis prepared in response to questions from the Board at the last meeting. This can be discussed at the next meeting after the Board has an opportunity to review it. If there are any questions, please email them to staff.

Mr. Howard noted that he will not be present for the October meeting. He will be in Barcelona, Spain.

Mr. Seamans welcomed Mike Thompson to the Board.

\* \* \*

Item No. 6, being:

**ADJOURNMENT**

There being no further business and no objection, the meeting adjourned at 4:34 p.m.

PASSED and ADOPTED this 25<sup>th</sup> day of October, 2017.

---

Board of Adjustment

BOA-1718-4

Brookhaven Office Park, L.L.C.

SW corner of 36<sup>th</sup> Avenue N.W. and Rock Creek Road

Board of Adjustment  
October 25, 2017  
BOA-1718-4

**STAFF REPORT**

**GENERAL INFORMATION**

<b>APPLICANT</b>	Brookhaven Office Park, L.L.C.
<b>LOCATION</b>	Near the Southwest corner of 36 <sup>th</sup> Avenue N.W. and Rock Creek Road
<b>ZONING</b>	C-1, Local Commercial District
<b>REQUESTED ACTION</b>	VARIANCE to allow the brick entryway features to remain in their current location as constructed approximately 1 to 2 feet from the right-of-way line, with a modest "B" scripted letter on the face of each feature
<b>SUPPORTING DATA</b>	Location Map Revised sidewalk location plan Application with attachments

**STAFF COMMENTS:** This item was postponed from the September 27, 2017 meeting to allow time to determine whether sufficient space could be achieved between the sign structures and sidewalk that would be built with the roadway widening. The attached drawing illustrates that 9 feet can be achieved.

The applicant requests a variance from the Sign Code and Zoning Code to allow the existing signs to remain. The signs are built with a footprint of about 16' x 12' and are 1' from the driveway back of curb. The application references discussions with staff.

The applicant's discussions occurred with Public Works (PW) staff. PW Staff advised the applicant that vehicles exiting driveways must stop so the drivers' eyes are at least 9-feet behind wheel-chair ramps (nearest edge of the sidewalk) for safety. The existing structures are 2-feet from the existing sidewalk and drivers must stop blocking the sidewalks in order to see around them. PW Staff advised the applicant that the Rock Creek Road widening project would not be started until at least November 2018 and the sidewalk was designed to be located 6.5' from the right-of-way line and only then will the existing structures be only 7.5' from the new relocated sidewalk. The side walk would have to be moved closer to the curb and/or the driveway converted from two-way to one-way entry only.

The Zoning and Sign Code issues include the following:

- a. The structures were built without permits and consequently without inspections;
- b. They are located 1-foot behind the right-of-way line and within the 10-foot sight triangles (measured along the right-of-way line and face of curb, the existing structures are currently a defined public safety hazard);
- c. Signs on this lot require a 25-foot setback from the right-of-way line (a C-1 Zone adjacent to residential);
- d. There is only one ground sign allowed per street frontage (request is for two); and
- e. The Board made a decision on a similar request (BOA-1617-25) for a single smaller sign (7'x12' footprint) on the east side of this same driveway. That proposed site plan placed the sign outside the sight triangle on the east side of the driveway (8'-8.5" from the curb and 1' from right-of-way). As Staff was preparing the staff report for that variance request it was discovered that the existing structures were already built. The Board subsequently approved one sign and required it to be setback at least 10 feet from the right-of-way line, with the understanding that both structures would have to be removed from their as-built locations.

**Before a variance to the Sign Code can be granted the Board must determine that the applicant has met the following conditions:**

1. ***There are special circumstances or conditions such as the existence of buildings, topography, vegetation, sign structure or other matters on right-of-way, which would substantially restrict the effectiveness of the sign in question: provided, however that such special circumstances or conditions must be peculiar to the business or enterprise to which the applicant desired to draw attention and do not apply generally to all businesses or enterprises.***

The land is flat. There is nothing in the right-of-way to restrict a sign at the 10-foot setback, east of the driveway as was approved by the Board on March 22, 2017. However, the structures are already constructed.

2. ***The variance would be in general harmony with the purposes of this code, and specifically would not be injurious to the neighborhood in which the business or enterprise to which the applicant desired to draw attention is located.***

The variance would not be in harmony with the purposes of the code and the signs are a public safety hazard unless the existing sidewalk is relocated at least 9 feet from the structures. The safety concerns are not held to be urgent by Public Works Staff currently because the sidewalk does not continue west and traffic is minimal. However, this

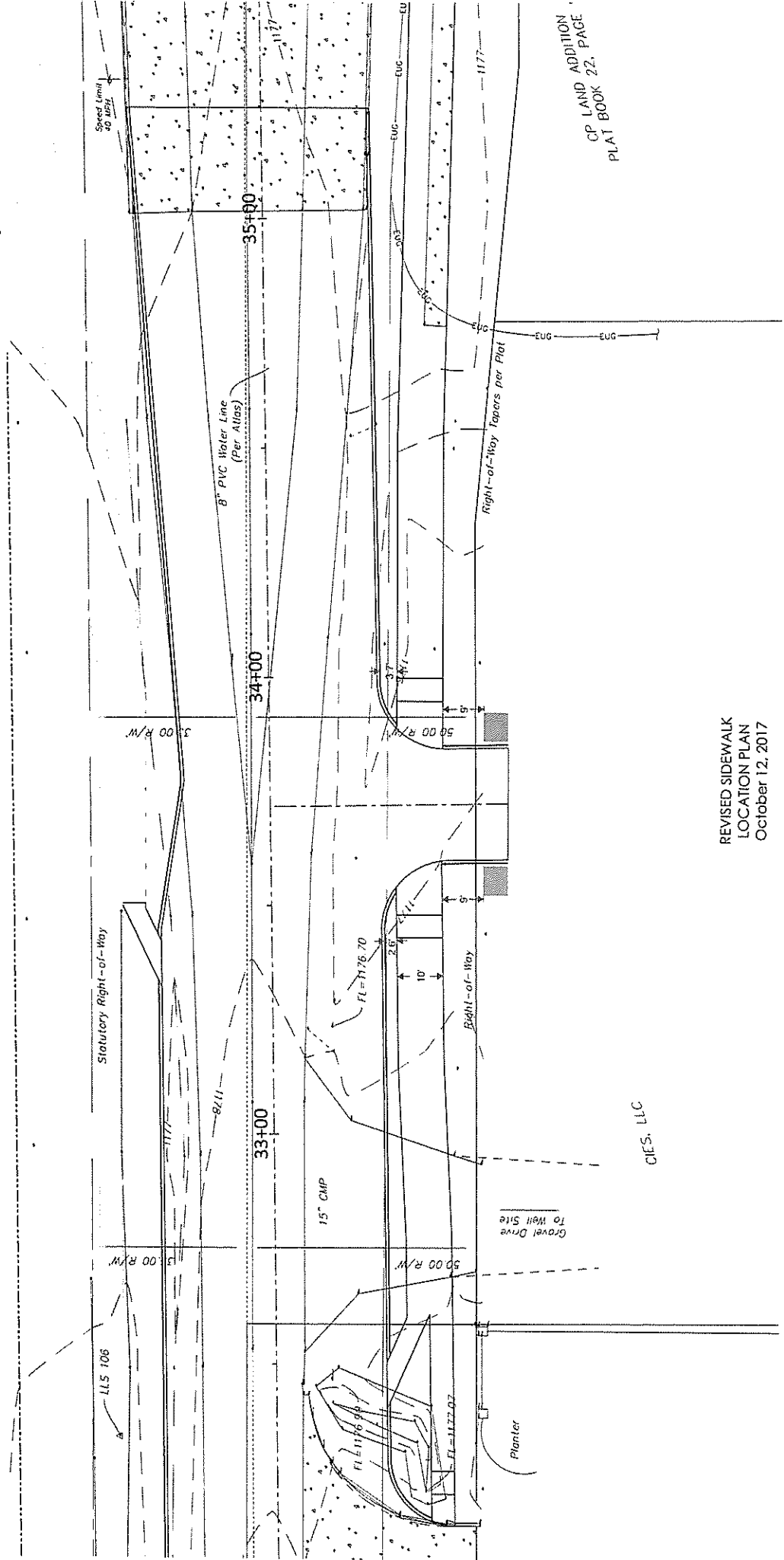
will change when the new sidewalk is constructed and more businesses are located within Brookhaven Office Park development.

- 3. The variance is the minimum one necessary to permit the applicant to reasonably draw attention to his business or enterprise.** One sign is the minimum necessary. A minimum distance of 9 feet between the structures and back of sidewalk is required for safety.

**STAFF RECOMMENDATION:** Staff supports the variance to allow the existing structures because the new street design achieves the minimum 9-foot separation and the Public Works Staff has approved the revised construction plans for the sidewalk that will meet their safety concerns. Staff recommends the Board acknowledge that the current condition will remain until the roadway widening project is complete.







CP LAND ADDITION  
 PLAT BOOK 22, PAGE

REVISED SIDEWALK  
 LOCATION PLAN  
 October 12, 2017

CIES, LLC

Speed Limit  
 40 MPH

8" PVC Water Line  
 (Per Alias)

Right-of-Way Tapers per Plat

Statutory Right-of-Way

Right-of-Way

Gravel Drive  
 To Well Site

Planter

LLS 106

15" CMP

EL=1176.94

EL=1177.07

EL=1176.70

35+00

34+00

33+00

EUG

EUG

50.00 R/W

50.00 R/W

3.00 R/W

3.00 R/W

10'

2.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'

1.0'



Application for Variance or Special Exception  
**BOARD OF ADJUSTMENT**

Case No. BOA 1718-4

City of Norman Planning & Community Development - 201 W. Gray St., Bldg. A - Norman, OK 73069 — (405) 366-5433 Phone - (405) 366-5274 Fax

<b>APPLICANT(S)</b> BROOKHAVEN OFFICE PARK, LLCc/o Applicant Atty Sean Paul Rieger	<b>ADDRESS OF APPLICANT</b> c/o Applicant Atty Sean Paul Rieger 136 Thompson Drive Norman, OK 73069
<b>NAME AND PHONE NUMBER OF CONTACT PERSON(S)</b> Atty Sean Paul Rieger 405-329-6070	<b>EMAIL ADDRESS</b> c/o Applicant Atty Sean Paul Rieger

**Legal Description of Property:** \_\_\_\_\_

BROOKHAVEN OFFICE PARK SEC 1 LOT 1 BLOCK 1

---

**Requests Hearing for:**

VARIANCE from Chapter 18, Section 504

SPECIAL EXCEPTION to \_\_\_\_\_

**Detailed Justification for above request** (refer to attached Review Procedures and justify request according to classification and essential requirements therefor):

See Attached submittal letter

---

(Attach additional sheets for your justification, as needed.)

**SIGNATURE OF PROPERTY OWNER(S):** \_\_\_\_\_

by Sean Paul Rieger, Atty for Applicant

**ADDRESS AND TELEPHONE:**

c/o Atty Sean Paul Rieger

136 Thompson Drive, Norman, OK 73069

405-329-6070

<b>O F F I C E  U S E  O N L Y</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Application</li> <li><input checked="" type="checkbox"/> Proof of Ownership</li> <li><input checked="" type="checkbox"/> Certified Ownership List and Radius Map</li> <li><input checked="" type="checkbox"/> Site Plan</li> <li><input checked="" type="checkbox"/> Filing Fee of \$ _____</li> </ul>		Date Submitted: <u>9-6-17</u> Checked by: 
--	--	--



# CERTIFICATION OF OWNERSHIP

Case No. BOA \_\_\_\_\_

City of Norman Planning & Community Development - 201 W. Gray St., Bldg. A - Norman, OK 73069 — (405) 366-5433 Phone - (405) 366-5274 Fax

DATE: 9-1-17

I, Sean Paul Rieger, Atty for Applicant, hereby certify and attest that I am the owner, or that I have an option to purchase, the following described property in the City of Norman:

BROOKHAVEN OFFICE PARK SEC 1 LOT 1 BLOCK 1

AND, I further certify and attest that this legal description describes accurately the property.

AND, I accept billing for the cost of publishing legal notice in the NORMAN TRANSCRIPT.

Owner's Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Agent's Signature: Sean Rieger

Address: 136 Thompson Drive, Norman, OK  
73069

### NOTARY

Before me, the undersigned, a Notary Public in and for the State of Oklahoma, on this 9.1 day of 2017, 20 17, personally appeared SEAN RIEGER, to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

(SEAL)



My commission expires:

Dana Rieger  
Notary Public

I hereby accept this Certification of Ownership in lieu of a deed or other legal document showing proof of ownership.

Signature: \_\_\_\_\_  
Title: \_\_\_\_\_

CITY OF NORMAN

# Account R0173450 (Assessment Year 2017)

## Base Data

**Account:** R0173450  
**Parcel:** NC29 BROP1 1 1 001  
**Owner:** BROOKHAVEN OFFICE PARK, LLC  
**Owner2:**  
**Address:** UNKNOWN



[+] Map this property.

## Mailing Address

**Mailing Name:** BROOKHAVEN OFFICE PARK, LLC  
**Address:** 221 221 NW 48th AVE  
**City State Zip:** Norman OK 73072

## Legal

**Legal Description:** BROOKHAVEN OFFICE PARK SEC 1 LOT 1 BLOCK 1

<b>Account Type:</b> 110 - COMMERCIAL	<b>Number of Buildings:</b> 1
<b>Subdivision:</b> BROP1 BROP1 - BROOKHAVEN OFFICE PARK 1	<b>Legal Acreage:</b> 5.14000
<b>Tax District:</b> NC29 - NORMAN CITY 29	

## Photos

No photos were found for this parcel.

[Report Discrepancy](#)

CAMA database last updated 9/4/2017 11:57:46 PM.





6 September 2017

The City of Norman  
Board of Adjustment  
201 West Gray  
Norman, OK 73069

**RE: Variance Application – Brookhaven Office Park LLC**

Dear Board Members,

We represent Brookhaven Office Park, LLC (“Applicant”), the current owner of the “Property” located generally near the intersection of 36<sup>th</sup> Ave. NW and W. Rock Creek Rd., and legally described as BROOKHAVEN OFFICE PARK SEC 1 LOT 1 BLOCK 1. Pursuant to the Board’s powers under 22:441, the Applicant respectfully requests the Board’s approval for a Variance.

First to explain, this is a repeat item, as we were before the Board in March 2017 with a request on this location as to signage. The Board approved the request, but conditioned it on a few points. Since that time Applicant has discussed with Staff and worked to find a solution to put forth in this request.

Our request is for the Board to allow for the brick landscape entryway features to remain where they are, and with a modest “B” scripted letter on the face of each feature. In return, the Applicant would make modifications to the sidewalk locations as shown in the attachments hereto. With the sidewalk changes by Applicant and roadwork changes that are imminent by City, the brick features would be out of the site triangle.

In support of our request, we respectfully submit the attached exhibits and the following information:

- The property is zoned C-1.
- The vegetation, and parking existing conditions would obstruct the sign if it were placed any farther into the property.
- Setting the signs at the entry point assists drivers on these fast moving arteries to see the specific location they are to turn into before it is too late.
- The Applicant is keeping them as low professional ground signs in character and harmony with those around it.

Sean Paul Rieger  
*Attorney, Architect, Broker*  
sp@riegerllc.com

Blair L. Sutter  
*Attorney at Law*  
bsutter@riegerlawgroup.com

Daniel L. Sadler  
*Attorney at Law*  
dsadler@riegerlawgroup.com

- The Applicant only proposes these short one-letter ground signs and forgoes the right to place a sign upwards of 25 feet into the air. It is a trade-off in height that works well for the area.

We note that the Board of Adjustment shall have the power to authorize such variances from the terms of the City's ordinances as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions would result in an unnecessary hardship. In the particular case we respectfully submit as follows:

Special conditions and circumstances exist that are peculiar to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same district:

- This is a development of an office park with multiple buildings and offices deeper within the site. Therefore it is important that the overall park be distinguished right up at street edge to make certain drivers traveling at fairly high speeds can see it, instead of looking at a specific building.
- With the signs being designed as low ground professional office style signs, they need to be located closer to the street so as not to be blocked by the parked cars as those parking spaces are located along the street frontage.

That the literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;

- The Republic Bank site at 36<sup>th</sup> and Robinson was granted a similar request for a low sign on its Robinson Street frontage.
- The First Fidelity Bank property at 36<sup>th</sup> and Robinson, also on a C-1 zoned district, has a large pole ground sign that appears to be within the building setback of twenty five (25) feet, as it appears to be placed at about 14 feet from the right of way public sidewalk.
- C-1 lots in many other locations throughout west Norman also feature similar low ground signs appearing to be within the setback.
- The fitness center directly across the street on 36<sup>th</sup> and the eye doctor immediately to the north of the property, both have installed street signage in similar locations. We do not object to these additions.

That the special conditions and circumstances do not result from the actions of the applicant;

- The parking layout with its landscaping ordinance requiring landscaping around these areas is required, but also obstructs signage if it is located deeper into these sites, particularly as low ground signage.
- Neighboring properties have installed parking areas close to the right of way, along with landscaping, that would obstruct the low ground signage if installed deeper into the site.

That granting the variances requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structure, or buildings in the same district;

- As per the above notes, there are numerous other C-1 properties that have similar signage as we have proposed herein.

Further, in support of the sign variance as requested herein, the Applicant submits as follows:

There are special circumstances or conditions such as the existence of buildings, topography, vegetation, sign structure or other matters on right-of-way, which would substantially restrict the effectiveness of the sign in question;

- The parking layout with its landscaping ordinance requiring landscaping around these areas is required, but also obstructs signage if it is located deeper into these sites, particularly as low ground signage. This is a high speed corridor that needs the benefit of low ground signs to be placed adjacent to the street for good identification to drivers.

The variance would be in general harmony with the purposes of this code, and specifically would not be injurious to the neighborhood in which the business or enterprise to which the applicant desired to draw attention is located;

- The sign as proposed would be of a professional office nature and character, and thus would be much more subdued than other signs in the area. Indeed, this sign as proposed would be significantly in harmony with the offices around it and NOT injurious to any nearby interests.

The variance is the minimum one necessary to permit the applicant to reasonably draw attention to his business or enterprise.

- The Applicant has strived to put the signs in as optimal of locations as possible to achieve best results for visibility while maintaining safety of sight lines and driver identification of the sign.

Therefore, respectfully, we ask for the approval of the Board for the Variance requested herein. Thank you for your time and consideration.

Respectfully Submitted,  
RIEGER LAW GROUP PLLC



Sean Paul Rieger  
Attorney at Law · Architect

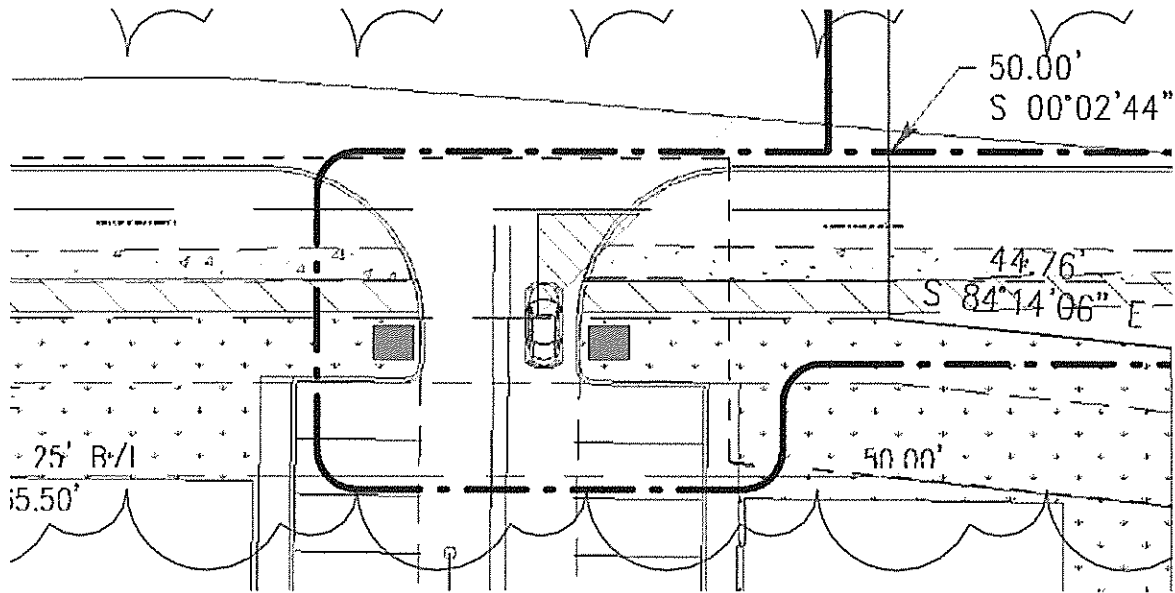


**EXHIBITS in SUPPORT**

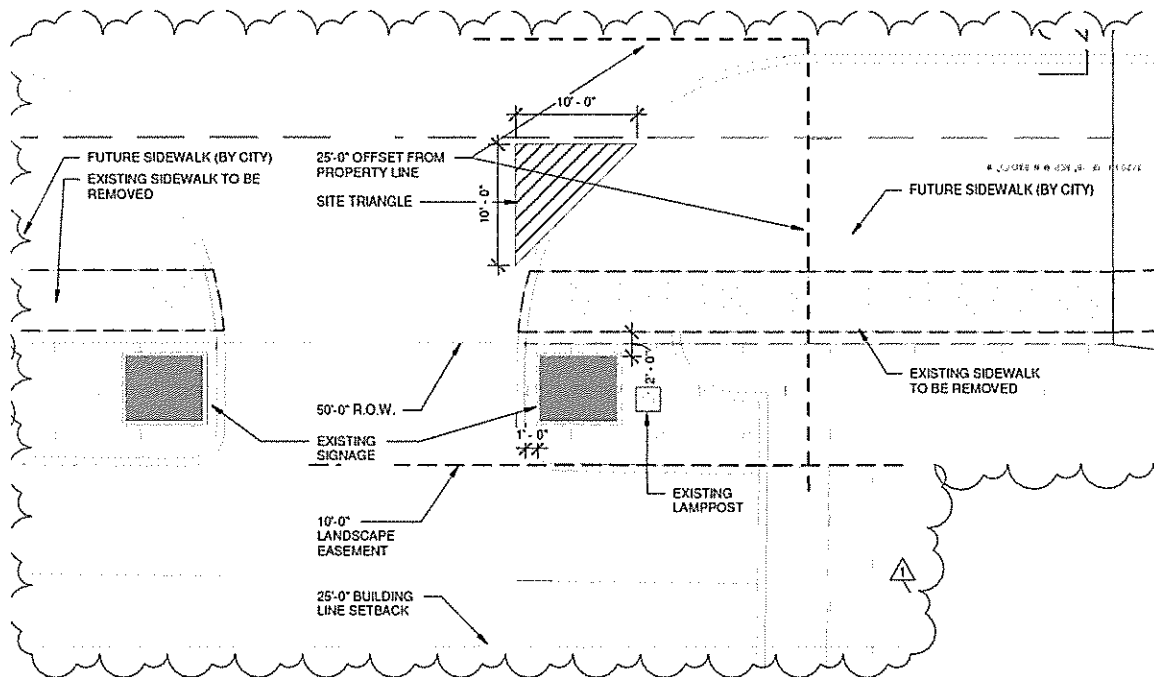
Existing brick feature with scripted "B":



Proposed completed site plan upon changes:



Proposed site plan changes to accommodate site triangle:

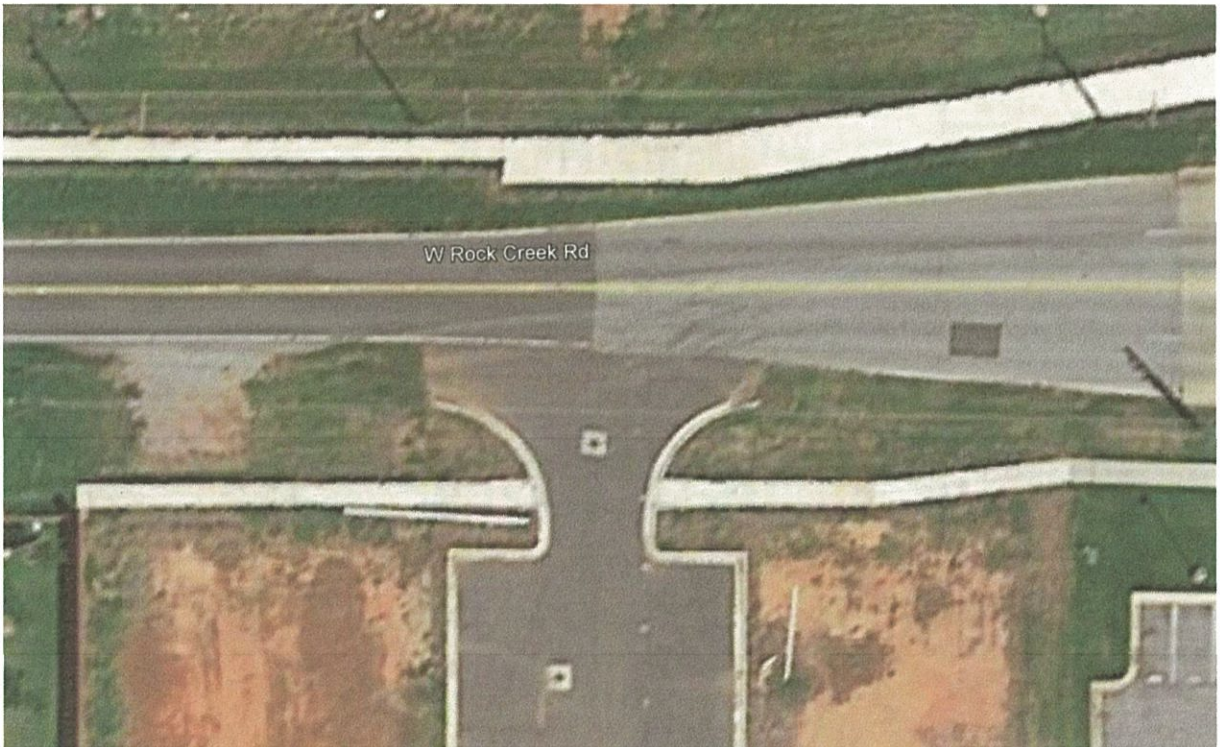


ENLARGED PLAN -  
 ③ SECONDARY SIGNAGE  
 1/8" = 1'-0"

- Photo of existing property:

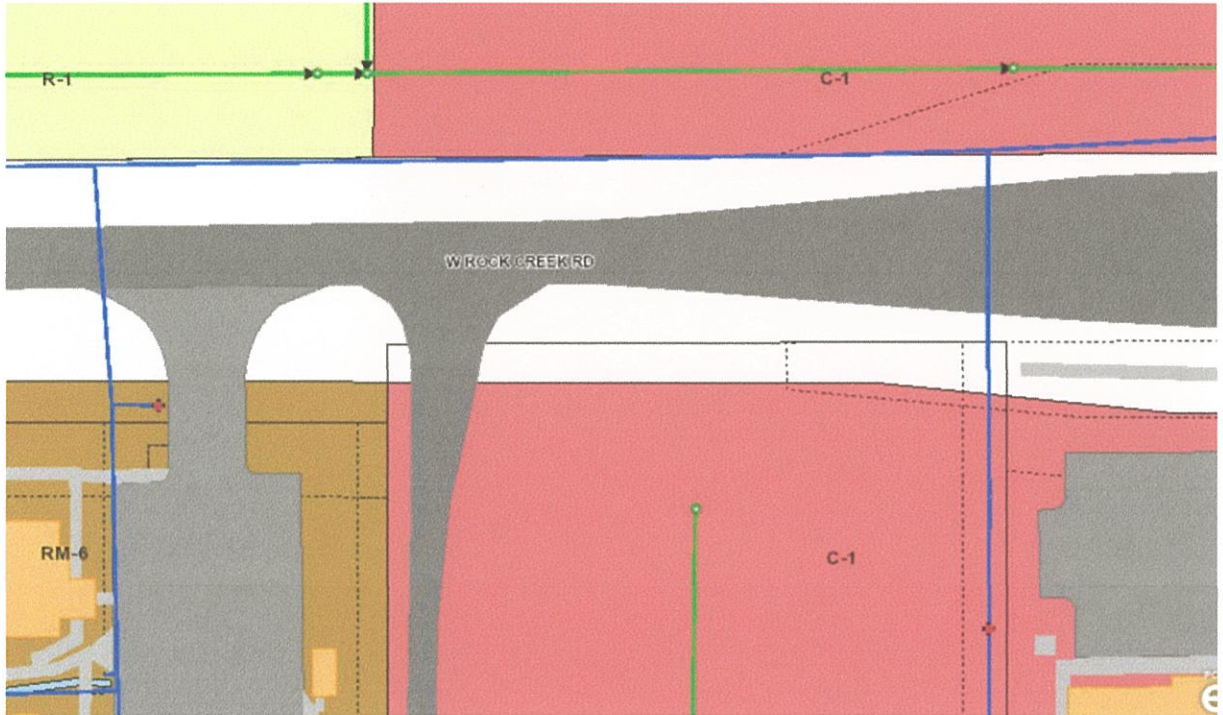


- Aerial view of Property:





- View of City of Norman GIS mapping of the Property.









**BOA-1718-5**

Lynn Lloyd and Holly McGee  
1228 North Peters Avenue

**STAFF REPORT**

**GENERAL INFORMATION**

<b>APPLICANT</b>	Lynn Lloyd and Holly McGee
<b>LOCATION</b>	1228 North Peters Avenue
<b>ZONING</b>	R-2, Two-Family Dwelling District
<b>REQUESTED ACTION</b>	Variances to allow construction of a new single-family house with a front yard setback of 6'4" and a rear yard setback of 6'4"
<b>SUPPORTING DATA</b>	Location Map Application with attachments

**STAFF COMMENTS:** Applicants request a variance from the required 25-foot front and 20-foot rear yard setbacks to allow construction of a new single family dwelling. They propose demolishing the existing 1935 single story house which does not currently meet the front yard setback, is dilapidated beyond repair, has an uncovered front porch, and does not have paved or enclosed off-street parking (site plan attached). The new structure will have equal front and rear setbacks and be approximately 2' closer to the front than the existing house. It will have a slightly larger footprint because it includes a single car garage, and covered front porch (site plan attached). Also the proposal includes the required 2 paved parking spaces accessible from the alley. The attached application presents the site plan, floor plan and intended use.

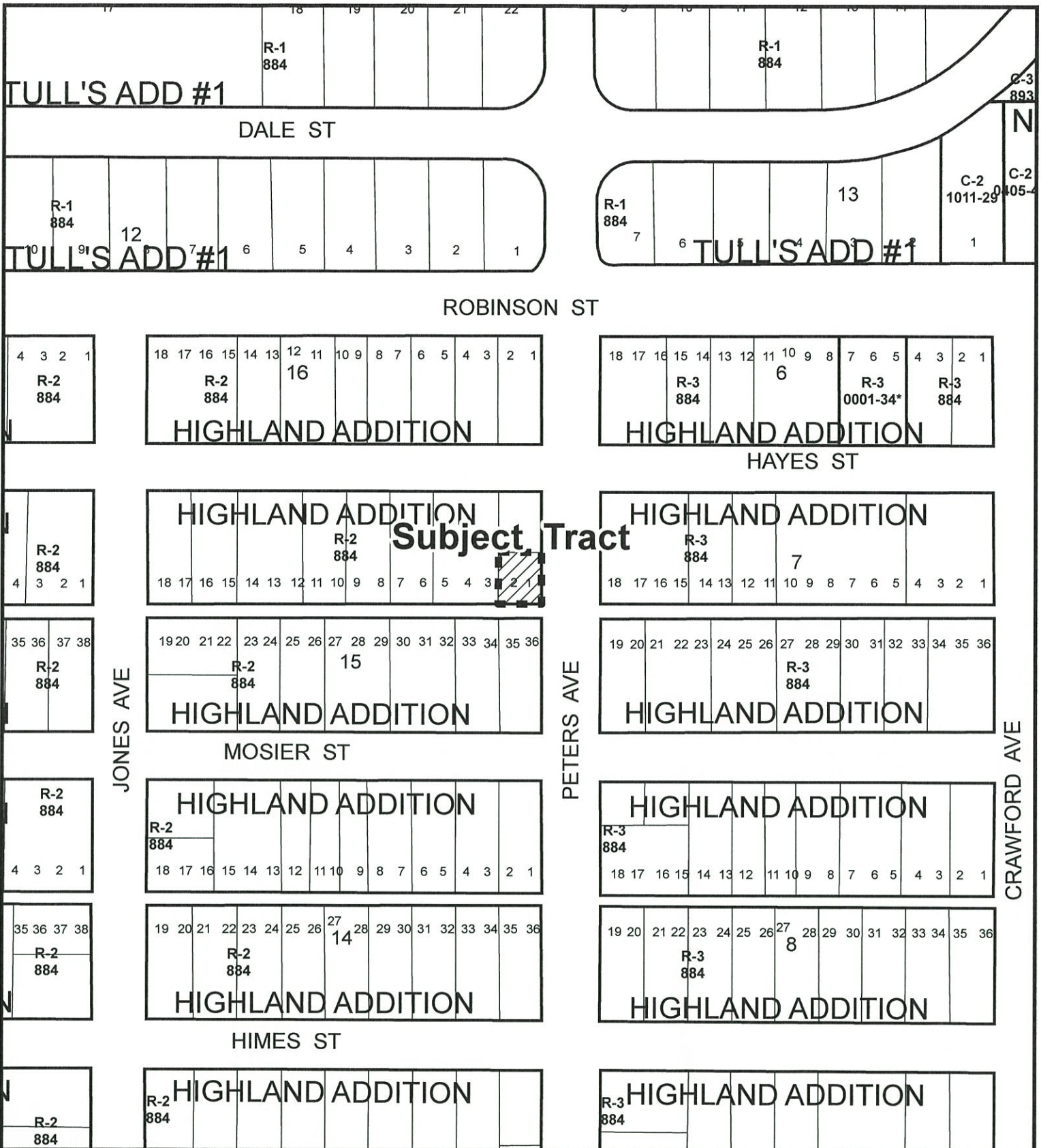
The ownership is comprised of the south 60-feet of lots 1-2, Block 15, Highland Addition. This is located in an older part of Norman where it was common for parts of lots to be sold prior to the City's requirement to process a lot line adjustment, short form plat, or revised plat. The lot area is only (50' deep x60' wide) 3,000 square feet, whereas the Code requires a minimum of 5,000 square feet for single family purposes. The proposal does meet the regulations regarding 5-foot minimum side yard setbacks (22' & 8'), minimum 40% building coverage (34.5%), and 65% total impervious coverage (49.9%). It does not exceed the maximum 2 stories in height. The City's Code Compliance Officer had already advised the previous owner that the existing structure was not habitable and needed to be secured and/or demolished. That owner secured the building and offered it for sale. The applicants purchased the property this month, after submitting this variance application.

Before any VARIANCE can be granted, the Board shall make a finding that the following four requirements have been met by the applicant:

1. ***There are special conditions or circumstances peculiar to the land or structure involved.*** The special circumstance is that the existing lot is smaller than the minimum required. This condition is considered legal non-conforming. They propose demolition and new construction but it is not physically possible to meet the required front and rear setback requirements unless the house is only 5' deep.
2. ***The literal interpretation of the provisions of the Ordinance would deprive the applicant of rights enjoyed by others in the same district.*** The following variances were approved and are similar to this request:
  - 708 South Ponca – variance to front, rear and coverage for new construction.
  - 604 N Stewart – variance of 16' to front setback to allow existing house to remain.
  - 216 E Mosier – variance to front to allow covered porch and 2<sup>nd</sup> floor balcony in pre-existing location that was destroyed by fire.
3. ***The special conditions or circumstances do not result from the actions of the applicant.*** The existing lot size and dilapidated structure occurred before the applicant purchased the property.
4. ***The granting of the Variance will not confer special privileges on the applicant that are denied to other lands and/or structures in the same district.*** The request would allow setbacks that are similar to the existing house and those mentioned above.

**STAFF RECOMMENDATION:** Staff supports the variance as requested because it meets the requirements.





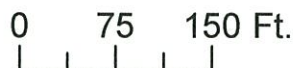
# Location Map



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



October 5, 2017



 Subject Tract  
 Zoning



Application for Variance or Special Exception  
**BOARD OF ADJUSTMENT**

Case No. BOA 1718-5

City of Norman Planning & Community Development - 201 W. Gray St., Bldg. A - Norman, OK 73069 — (405) 366-5433 Phone - (405) 366-5274 Fax

APPLICANT(S) <u>Lynn Lloyd</u> <u>Holly McGee</u>	ADDRESS OF APPLICANT <u>1107 W Brooks St Norman, OK 73069</u> <u>3145 NW 66th St OKC, OK 73116</u>
NAME AND PHONE NUMBER OF CONTACT PERSON(S) <u>Holly McGee 405 420 1318</u> <u>Lynn Lloyd 405 808 3407</u>	EMAIL ADDRESS <u>HollyLloydDesigns@gmail.com</u>

Legal Description of Property: 1228 N Peters Ave Norman, OK 73069  
5,60' Lots 1-2 Block 15  
Subdivision: HIGHLAND TO NORMAN

Requests Hearing for:  
 VARIANCE from Chapter 22, Section 421.5  
 SPECIAL EXCEPTION to \_\_\_\_\_

Detailed Justification for above request (refer to attached Review Procedures and justify request according to classification and essential requirements therefor):

We want to build a single-family home that better accommodates aging in place. We want to change the building footprint to allow for more circulation. Changing the building footprint requires variance permission to change existing setbacks. We're also requesting to add off-street paved parking from the alley to include a garage and driveway. We're currently working with an architect to finalize our building plans. This new plot plan would allow an efficient one bedroom one bathroom layout on the ground floor with a second living space and bathroom upstairs for family, guests, and/or caretaker.

(Attach additional sheets for your justification, as needed.)

SIGNATURE OF PROPERTY OWNER(S): <u>Lynn Lloyd</u> <u>Holly McGee</u>	ADDRESS AND TELEPHONE: <u>3145 NW 66th St</u> <u>OKC, OK 73116</u> <u>405 808 3407</u> <u>1107 W Brooks St</u> <u>Norman, OK 73069</u> <u>405 420 1318</u>
--	--

<input checked="" type="checkbox"/> Application <input checked="" type="checkbox"/> Proof of Ownership <input checked="" type="checkbox"/> Certified Ownership List and Radius Map <input checked="" type="checkbox"/> Site Plan <input checked="" type="checkbox"/> Filing Fee of \$ <u>200</u>	Date Submitted: <u>10-4-17</u> Checked by: <u>NA</u>
--	---

OFFICE USE ONLY



# CERTIFICATION OF OWNERSHIP

Case No. BOA \_\_\_\_\_

City of Norman Planning & Community Development - 201 W. Gray St., Bldg. A - Norman, OK 73069 — (405) 366-5433 Phone - (405) 366-5274 Fax

DATE: 10-3-17

I, Lynn Lloyd & Holly Michelle McGee, hereby certify and attest that I am the owner, or that I have an option to purchase, the following described property in the City of Norman:

1228 N Peters Avenue  
Norman, OK 73069  
S. 60' Lots 1-2 Block 15  
Subdivision: HIGHLAND TO NORMAN

AND, I further certify and attest that this legal description describes accurately the property.

AND, I accept billing for the cost of publishing legal notice in the NORMAN TRANSCRIPT.

Owner's Signature: Lynn Lloyd Holly Michelle McGee

Address: 1107 W Brooks Street  
Norman, OK 73069

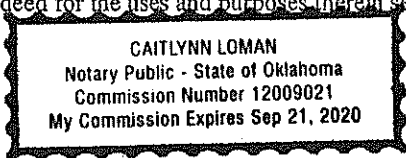
Agent's Signature: \_\_\_\_\_

Address: \_\_\_\_\_

## NOTARY

Before me, the undersigned, a Notary Public in and for the State of Oklahoma, on this 3<sup>rd</sup> day of October, 2017, personally appeared Lynn Lloyd and Holly Michelle McGee, to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

(SEAL)



My commission expires: Sept. 21, 2020

[Signature]  
Notary Public

I hereby accept this Certification of Ownership in lieu of a deed or other legal document showing proof of ownership.

Signature: \_\_\_\_\_  
Title: \_\_\_\_\_

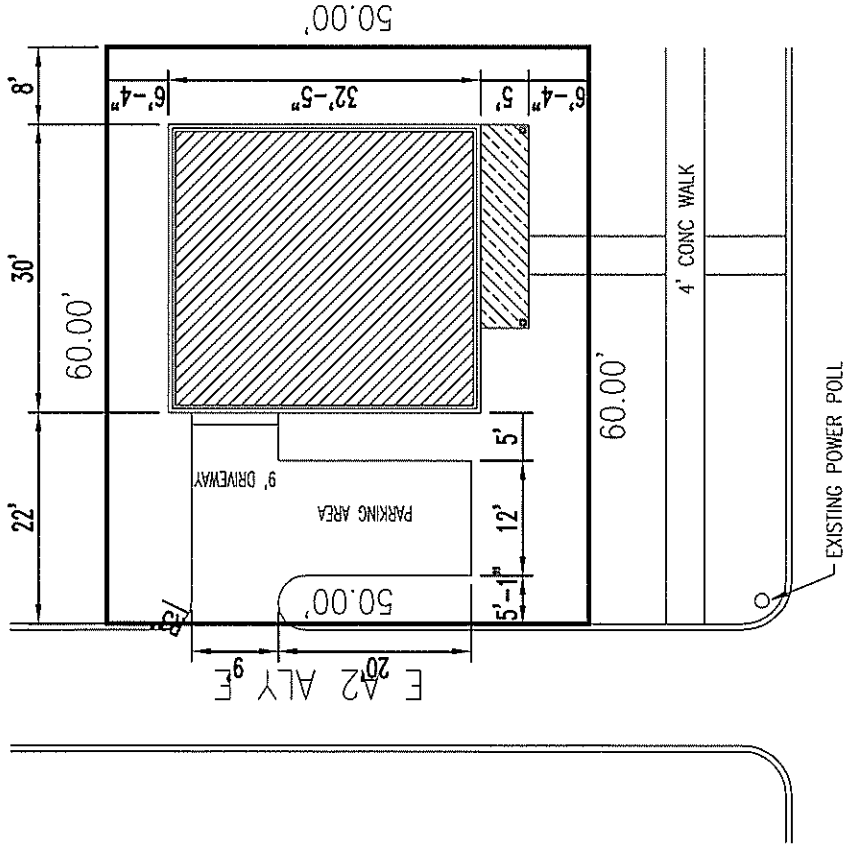
CITY OF NORMAN



# PURPOSED LAYOUT

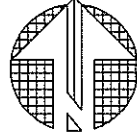
PAVING AREAS:	
PORCH/SIDEWALK:	131 S.F.
DRIVEWAY:	430 S.F.
TOTAL:	561 S.F.

HOUSE FOOTAGE	
FRAME 1ST:	540 S.F.
FRAME 2ND:	921 S.F.
FRAME TOTAL:	1,460 S.F.
VENEER 1ST:	568 S.F.
VENEER 2ND:	973 S.F.
VENEER TOTAL:	1,541 S.F.
GARAGE FR:	369 S.F.
GARAGE VNR:	393 S.F.
PORCH:	61 S.F.



## HIGHLAND

S. 60' OF LOTS 1-2 BLK 15  
 NORMAN, CLEVELAND COUNTY, OKLAHOMA



SCALE: 1"=30'

1228 N. PETERS AVE.

Sheet Title: PLOT PLAN  
 Drawn By: JSP

Date: 10/1/17  
 Scale: 1"=30'

Notes:

Plan Name:

Plan Number: Elevation:

Sheet No. 1