

**NORMAN PLANNING COMMISSION
REGULAR SESSION MINUTES**

DECEMBER 13, 2018

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 13th day of December, 2018. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <http://www.normanok.gov/content/boards-commissions> at least twenty-four hours prior to the beginning of the meeting.

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

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Item No. 1, being:

ROLL CALL

MEMBERS PRESENT

Sandy Bahan
Chris Lewis (arrived at 6:31 p.m.)
Tom Knotts
Neil Robinson
Lark Zink
Dave Boeck
Erin Williford
Andy Sherrer (arrived at 6:39 p.m.)

MEMBERS ABSENT

Nouman Jan

A quorum was present.

STAFF MEMBERS PRESENT

Jane Hudson, Interim Director, Planning &
Community Development
Janay Greenlee, Planner II
Roné Tromble, Recording Secretary
Tara Reynolds, Admin. Tech.
Todd McLellan, Development Engineer
David Riesland, Traffic Engineer
Kathryn Walker, Assistant City Attorney
Bryce Holland, Multimedia Specialist
Terry Floyd, Development Coordinator

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CONSENT DOCKET, BEING:

Item No. 2, being:

TMP-133 -- APPROVAL OF THE NOVEMBER 8, 2018 PLANNING COMMISSION REGULAR SESSION MINUTES

Item No. 3, being:

SFP-1819-2 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY UNIVERSITY NORTH PARK PROFESSIONAL CENTER, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR UNIVERSITY NORTH PARK PROFESSIONAL CENTER, A REPLAT OF LOT 3, BLOCK 1, FOR APPROXIMATELY 2.085 ACRES OF PROPERTY GENERALLY LOCATED SOUTH OF THE SOUTHEAST CORNER OF 24TH AVENUE N.W. AND TECUMSEH ROAD.

Item No. 4, being:

SFP-1819-3 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY VERITAS NORMAN 1, L.L.C. (DODSON, THOMPSON & MANSFIELD) FOR SOUTH LAKE ADDITION, SECTION 11, A REPLAT OF LOT 1, BLOCK 1, FOR APPROXIMATELY 3.0675 ACRES OF PROPERTY GENERALLY LOCATED AT THE SOUTHEAST CORNER OF ANN BRANDEN BOULEVARD AND CLASSEN BOULEVARD (HIGHWAY 77).

Item No. 5, being:

SFP-1819-4 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY 800 WEST LINDSEY, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR OAK RIDGE ADDITION, A REPLAT OF THE NORTHERLY 120' OF LOTS 1 AND 2, BLOCK 1, FOR PROPERTY LOCATED AT 800 WEST LINDSEY STREET (SOUTHWEST CORNER OF WEST LINDSEY STREET AND LAHOMA AVENUE).

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Mr. Robinson asked if any member of the Commission wished to remove any item from the Consent Docket. There being none, he asked if any member of the audience wished to remove an item. There being none, he asked for a motion.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to approve the Consent Docket as presented. Tom Knotts seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford
NAYES	None
MEMBERS ABSENT	Nouman Jan, Andy Sherrer

Ms. Tromble announced that the motion, to approve the Consent Docket, passed by a vote of 7-0.

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Item No. 3, being:

SFP-1819-2 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY UNIVERSITY NORTH PARK PROFESSIONAL CENTER, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR UNIVERSITY NORTH PARK PROFESSIONAL CENTER, A REPLAT OF LOT 3, BLOCK 1, FOR APPROXIMATELY 2.085 ACRES OF PROPERTY GENERALLY LOCATED SOUTH OF THE SOUTHEAST CORNER OF 24TH AVENUE N.W. AND TECUMSEH ROAD.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Short Form Plat
4. Final Site Development Plan

This item was approved on the Consent Docket by a vote of 7-0.

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Item No. 4, being:

SFP-1819-3 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY VERITAS NORMAN 1, L.L.C. (DODSON, THOMPSON & MANSFIELD) FOR SOUTH LAKE ADDITION, SECTION 11, A REPLAT OF LOT 1, BLOCK 1, FOR APPROXIMATELY 3.0675 ACRES OF PROPERTY GENERALLY LOCATED AT THE SOUTHEAST CORNER OF ANN BRANDEN BOULEVARD AND CLASSEN BOULEVARD (HIGHWAY 77).

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Short Form Plat
4. Combined Site Plan

This item was approved on the Consent Docket by a vote of 7-0.

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Item No. 5, being:

SFP-1819-4 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY 800 WEST LINDSEY, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR OAK RIDGE ADDITION, A REPLAT OF THE NORTHERLY 120' OF LOTS 1 AND 2, BLOCK 1, FOR PROPERTY LOCATED AT 800 WEST LINDSEY STREET (SOUTHWEST CORNER OF WEST LINDSEY STREET AND LAHOMA AVENUE).

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Short Form Plat
4. Site Development Plan

This item was approved on the Consent Docket by a vote of 7-0.

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NON-CONSENT ITEMS

Item No. 6, being:

O-1819-21 – SAM TIPPENS REQUESTS CLOSURE AND VACATION OF A PORTION OF A UTILITY EASEMENT LOCATED ALONG THE WEST SIDE OF LOT 1, BLOCK 2 OF GRANDVIEW ESTATES NORTH ADDITION NO. 2, LOCATED AT 4020 TIMBERIDGE DRIVE.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Petition and Attachments
4. Letters from Utilities

PRESENTATION BY STAFF:

1. Todd McLellan reviewed the staff report, a copy of which is filed with the minutes. Staff recommends approval of the request to close a portion of a thirty-foot (30') utility easement located within Lot 1, Block 2, Grandview Estates North Addition No. 2.

PRESENTATION BY THE APPLICANT:

None

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to recommend adoption of Ordinance No. O-1819-21 to City Council. Chris Lewis seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford
NAYES	None
MEMBERS ABSENT	Nouman Jan, Andy Sherrer

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1819-21 to City Council, passed by a vote of 7-0.

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Item No. 7, being:

O-1819-23 – TABOR ENTERPRISES, INC. REQUESTS CLOSURE AND VACATION OF A UTILITY EASEMENT ON PROPERTY LOCATED AT 2520 WEST MAIN STREET.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Petition and Attachments
4. Letters from Utilities

PRESENTATION BY STAFF:

1. Todd McLellan reviewed the staff report, a copy of which is filed with the minutes. Staff recommends approval of the request to close a twenty-foot (20') and a ten-foot (10') utility easement located within Lot 1, Block 1, Normandy Acres Second Addition.

PRESENTATION BY THE APPLICANT:

None

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Sandy Bahan moved to recommend adoption of Ordinance No. O-1819-23 to City Council. Chris Lewis seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford
NAYES	None
MEMBERS ABSENT	Nouman Jan, Andy Sherrer

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1819-23 to City Council, passed by a vote of 7-0.

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Item No. 8a, being:

R-1819-32 – RYAN AND HILLARY PITTS REQUEST AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM LOW DENSITY RESIDENTIAL DESIGNATION TO MEDIUM DENSITY RESIDENTIAL DESIGNATION FOR PROPERTY LOCATED AT 1414 GEORGE AVENUE.

ITEMS SUBMITTED FOR THE RECORD:

1. 2025 Map
2. Staff Report
3. Pre-Development Summary

and

Item No. 8b, being:

O-1819-14 – RYAN AND HILLARY PITTS REQUEST REZONING FROM R-1, SINGLE FAMILY DWELLING DISTRICT, TO R-2, TWO-FAMILY DWELLING DISTRICT, FOR PROPERTY LOCATED AT 1414 GEORGE AVENUE.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Aerial Photo
4. PUD Narrative
5. Site Plan
6. Elevations & Floorplan
7. Excerpt from November 8, 2018 Planning Commission Minutes

PRESENTATION BY STAFF:

1. Janay Greenlee reviewed the staff report, a copy of which is filed with the minutes. Since the criteria for a land use amendment is met, staff recommends approval of Resolution No. R-1819-32. Staff supports the rezoning request to SPUD and recommends approval of Ordinance No. O-1819-14.

2. Mr. Boeck – I know we've been talking about auxiliary or additional housing units in R-1 neighborhoods for a long time. There's been a lot of discussion whether it's connected to a garage or above a garage. Have we ever resolved that for other neighborhoods? I remember when we passed the two duplexes down at the corner. But I also remember one of my projects on Park Avenue where the City Council slam-dunked it because we were trying to change the zoning, doing something similar in a neighborhood where there already was similar stuff. How do we try to balance this out and make it so we're reasonable and fair to the rest of the neighborhood? I mean, obviously, there was no protest.

Ms. Greenlee – No protest. No really calls on this.

Mr. Boeck – I know a house in particular and I know a couple other situations where the City won't allow a stove so you can't call it an apartment.

Ms. Greenlee – Correct.

Mr. Boeck – But we're calling this an apartment and it does have a stove.

Ms. Greenlee – Yes, it does. The SPUD, the Simple Planned Unit Development – that's what we have in place right now to address that, so it gives more regulation. Instead of just a straight rezoning to R-2, this really only puts these allowed uses on that property. So they couldn't come back – they could only build to what is laid out in this site plan. As far as the ADU question goes, really that's kind of been tabled right now. There hasn't been any other discussion. So the SPUD kind of addresses that need right now.

Mr. Boeck – Okay. I like the way it's being approached. So we weren't told whether this is going to be student housing or this is going to be like someone like a caregiver for a mother or a father, or a mother or father moving in here to live in a place that's accessible. We don't know that. We just know that they wanted an additional unit.

Ms. Greenlee – Yes. The owners, from what I understand, wanted the additional unit. They, I believe, rent this out to a family member that goes to school and they wanted

someplace that they had to come basically for game days and close to the stadium and to OU. The applicant's representative is here if you do have any other questions.

PRESENTATION BY THE APPLICANT:

None

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to recommend adoption of Resolution No. R-1819-32 and Ordinance No. O-1819-14 to City Council. Andy Sherrer seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford, Andy Sherrer
NAYES	None
MEMBERS ABSENT	Nouman Jan

Ms. Tromble announced that the motion, to recommend adoption of Resolution No. R-1819-32 and Ordinance No. O-1819-14 to City Council, passed by a vote of 8-0.

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Item No. 9, being:

O-1819-20 – DON AND AMY STEVENS REQUEST REZONING FROM A-2, RURAL AGRICULTURAL DISTRICT, TO PUD, PLANNED UNIT DEVELOPMENT, FOR PROPERTY LOCATED AT 4131 36TH AVENUE S.E.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. PUD Narrative with Site Plan and Aerial Photo
4. Pre-Development Summary

PRESENTATION BY STAFF:

1. Jane Hudson reviewed the staff report, a copy of which is filed with the minutes. Staff recommends approval of Ordinance No. O-1819-20.

PRESENTATION BY THE APPLICANT:

1. Sean Rieger, 136 Thompson Drive, representing the applicant – I'll simply add a couple of things real quick. As Jane said, this is similar to the prior discussion. It's an issue of A-2 only allows for a guest house that cannot be a permanent residence. I would just clarify that one other thing we said in the PUD is that it would be a secondary house in size – we made that clear in the PUD. We wanted to make sure this wouldn't be overly built. So it's about 1,700 square feet, compared to about 4,000 square feet. That's all I would add. So, with that, we would ask for your approval. Thank you very much.

2. Mr. Boeck – I like the fact that we're doing these kind of projects.

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Andy Sherrer moved to recommend adoption of Ordinance No. O-1819-20 to City Council. Erin Williford seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford, Andy Sherrer
NAYES	None
MEMBERS ABSENT	Nouman Jan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1819-20 to City Council, passed by a vote of 8-0.

Item No. 10, being:

O-1819-22 – JACKSON FREEDOM FARMS, L.L.C. REQUESTS SPECIAL USE FOR AN AGR-WEDDING EVENT VENUE ON PROPERTY CURRENTLY ZONED A-2, RURAL AGRICULTURAL DISTRICT, AND LOCATED AT 4701 NORTH PORTER AVENUE.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. Aerial Photo
4. Regulations for Special Uses
5. Written Description of Project
6. Site Plan
7. Pre-Development Summary

PRESENTATION BY STAFF:

1. Janay Greenlee reviewed the staff report, a copy of which is filed with the minutes. Staff supports the request for this Special Use and recommends approval of Ordinance No. O-1819-22.

2. Mr. Boeck – Well, considering this is the old Kuhlmann Homestead, I would think if they would add Oktoberfest to this in honor of the Kuhlmanns that would make it a lot more acceptable.

3. Mr. Knotts – I thought, when we approved the Agri-Wedding Venue permitting process that this was only to be allowed on existing agricultural use property.

Ms. Greenlee – The regulations for this special use for the Agri-Wedding is a special use permit in A-1 and A-2 only.

Mr. Knotts – In there it talks about the tax exempt status or something like that for agricultural.

Ms. Greenlee – Agricultural use – sales tax exemption for agricultural business.

Mr. Knotts – So what is the agricultural use that they're claiming to qualify for this?

Ms. Greenlee – I will let the applicant answer that question.

AUDIENCE PARTICIPATION:

1. Jack Porterfield – I've got property on the southeast that borders this particular track. I'm just wondering how this will affect with Hollywood Corners on Friday and Saturday nights. We went through a big discussion about Hollywood Corners and their music. How is this going to affect Friday and Saturday night weddings with it being right across the street. Is there going to be a continued round of problems arising from that? I have no connection to Hollywood Corners. I've been there, but I have no connection.

2. Ms. Greenlee – There's limited hours of operation and the conditions of use lay out all of that as far as the guest size and the owners do have to stay, or their designated appointee, has to be on the property on-site during all events. If there is going to be any outdoor live music, they have to get the noise permit from the City as well. They can only have them – how many times a year? So it's 10:00 a.m. to 10:00 p.m. Sunday through Wednesday, and 10:00 a.m. to midnight Thursday through Saturday. Under noise, unless otherwise approved by City Council as part of the special use, the wedding venues have to follow the standards in Article III, Section 10 of the Code of Ordinances and can only be permitted up to 12 noise variances annually. So they couldn't have any more than 12 events that are going to have music outside a year.

PRESENTATION BY THE APPLICANT:

1. Sean Rieger, 136 Thompson Drive, representing the applicant – I'll just breeze through this very quickly to show you a couple things. One, I want to note all this activity is really only in the upper lefthand corner of this site where you see "subject property". The site itself as a parcel is large, over 100 acres, but most of the activity is up in this area up here, and there's reason for that is because this is all floodplain and WQPZ zone. All of our activities are outside of those

zones – nothing within those zones. We are all up in this upper left area outside of that. And this is, as Janay said, we're following the ordinance. This is the first one to come through. I don't know if you remember when Councilmember Wilson in Ward 5 – we really went through a pretty lengthy process to develop this ordinance. A lot of what the gentleman talked about was anticipated in this ordinance when it was developed and created. We're the first ones to put it into use. To answer the Commissioner's question about agricultural, this is actually farmed right now for alfalfa and grass-fed beef and cattle. So I believe that ongoing on this site and it will still continue to be ongoing. As you can see, most of the site is not the wedding venue; the rest of it is going to remain unchanged. So it is actually agri-use to remain agri-use. Just to look a little bit closer at the actual location, it doesn't show up very well, but the parking is up in the upper lefthand corner there. That's the existing house right there, and then the areas around it. I do want to highlight just a couple of these provisions and staff supports. Nobody came to any of the Pre-Development meeting night and there were no protests. But I want to highlight a little further on the ordinance. Lighting has to be full cutoff. We're not amending any of these issues, so lighting has to be full cutoff. Noise, as Janay said, you're limited to 12 variances a year. Sound amplification is covered in here; it says we can only do it in conjunction with a wedding ceremony and reception itself; you can't do it any other time. Beverage are covered here; you can only do that during the event, as part of the event; you can't do it any other time. And you're limited – one thing Janay didn't mention, you're limited to four times a week. So you have operating hours and then within that operating hours you're limited to only four times a week within that. So it's a pretty restrained ordinance and we're not amending any of that. So we're simply asking for it to be applied to this property as an Agri-Wedding Event use. And with that, I'd answer any questions you have. Thank you very much.

2. Mr. Knotts – Sean, what's the blue blob?

Mr. Rieger – That's the pond.

Mr. Knotts – To be built?

Mr. Rieger – I think there's actually already somewhat of a pond there, but I think it would be maybe enhanced.

Mr. Knotts – The existing house is part of the wedding venue?

Mr. Rieger – I believe so. I'm not sure exactly what – I think actually there may be a bridal suite planned in that particular location. But it would be part of the complex, yes.

Mr. Knotts – My computer crashed, so I can't access, but is it required that the owner of the property live on the property?

Mr. Rieger – I don't read it that way. It requires them to be there during the event and the full length of the event. I would defer to Ms. Hudson, but I don't believe it says they have to be a resident there.

Ms. Hudson – They do not have to live there.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to recommend adoption of Ordinance No. O-1819-22 to City Council. Erin Williford seconded the motion.

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

YEAS	Sandy Bahan, Chris Lewis, Tom Knotts, Neil Robinson, Lark Zink, Dave Boeck, Erin Williford, Andy Sherrer
NAYES	None
MEMBERS ABSENT	Nouman Jan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1819-22 to City Council, passed by a vote of 8-0.

Item No. 11, being:

MISCELLANEOUS COMMENTS OF PLANNING COMMISSION & STAFF

1. Mr. Boeck – This gets back down to Core Norman and Form Based Code. I had asked Susan two years ago to evaluate how other cities are dealing with design committees and I've never seen anything about that, and I know I talk to Bill Hickman about that all the time. Is the City – and I know, Jane, you're doing two jobs right now, but I still want to see – and I think there's a lot of people that also support that – getting some kind of citizen design review committee in place to evaluate how Core Norman develops – to encourage diversity and aesthetically pleasing designs and all kinds of other things that would make the strong development.

Ms. Hudson – To my knowledge, nothing has been done, but I can pass that along. Definitely.

2. Ms. Hudson – I would just like to take a minute. I don't know if everybody had a chance to meet Tara Reynolds. She is our new employee over in the Planning Department. She will be Roné's backup on the occasion that Roné gets to get out and have a vacation possibly. She's been here four days, so she came back, so that's a good thing. I just welcome her and she'll be attending periodically just to get an idea of what would be expected of her.

Mr. Boeck – I really don't think Roné needs any vacations. She does such a great job.

Mr. Robinson – I welcome our new staff member and I can tell you the Commission meeting doesn't always go this way.

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Item No. 12, being:

ADJOURNMENT

There being no further comments from Commissioners or staff, and no further business, the meeting adjourned at 7:05 p.m.



Norman Planning Commission