



CITY OF NORMAN, OK
CITY COUNCIL OVERSIGHT COMMITTEE MEETING
Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069
Thursday, January 08, 2026 at 4:00 PM

MINUTES

The Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, January 08, 2026 at 4:00 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.

CALL TO ORDER

Chair Helen Grant called the meeting to order at 4:00 pm

MEMBERS PRESENT

Councilmember Ward 4 Helen Grant - Chair
Councilmember Ward 1 David Gandesbery
Councilmember Ward 5 Brandon Nofire
Councilmember Ward 8 Scott Dixon

OTHERS PRESENT

Councilmember Ward 3 Robert Bruce
Mayor Stephen Tyler Holman
Ms. Beth Muckala, Assistant City Attorney III
Ms. Jane Hudson, Planning & Community Development Director
Ms. Lora Hoggatt, Planning Services Manager
Mr. Scott Sturtz, Public Works Director
Mr. Tim Miles, City Engineer
Ms. Tiffany Vrska, Chief Communications Officer
Ms. Maria Nairn, Communications and Engagement Coordinator
Ms. Katherine Griffith, Administrative Tech III, City Clerk

AGENDA ITEMS

1. DISCUSSION REGARDING AMENDMENTS TO THE AIM NORMAN AGRICULTURAL RESIDENTIAL AND URBAN RESERVE LANGUAGE.

Ms. Lora Hoggatt, Planning Services Manager, presented proposed amendments to the AIM Norman Agricultural Residential and Urban Reserve (AIM) Plan language, specifically within the Urban Reserve category. She explained that since adoption of the plan, the 30-acre minimum lot size requirement has proven contentious, particularly for long-term landowners who expected to subdivide their land into smaller parcels (e.g., 10-acre tracts) for family members.

Key Proposed Changes:

- Replace the 30-acre minimum lot size requirement in Urban Reserve areas with a 10-acre minimum, consistent with Agricultural Residential (AR) standards.
- Allow cluster development similar to current AR areas:
 - Minimum lot size of 2 acres
 - 65% of the total land area must remain as open space
- Clarify site design standards, including:
 - Proper buffering of drainage ways
 - Avoidance of large parcels without access to existing streets
- Add allowances for:
 - Accessory Dwelling Units (ADUs)
 - Agricultural-related structures such as barns and stables
- Maintain consistency in language and structure across land use categories

Ms. Hoggatt clarified:

- Cluster developments must be served by water and sewer, not septic systems.
- Development within the 2045 Character Area must be contiguous with existing development and extend services accordingly.
- Character area designations cannot be removed by request.

Councilmember Nofire said he requested the review after receiving feedback from constituents unable to subdivide land under the 30-acre rule. The Planning Department confirmed collaboration with Councilmember Nofire, but no constituent feedback had yet been formally gathered, though the proposed changes align with constituent concerns.

Staff noted that an ordinance amendment would be required to remove a parenthetical reference to the 30-acre requirement currently embedded in Chapter 30 of the City Code. Other plan changes would be handled by resolution.

2. DISCUSSION REGARDING UPDATING THE AIM NORMAN MAP TO INCLUDE THE NEW TURNPIKE ALIGNMENT AS ANNOUNCED BY THE OKLAHOMA TURNPIKE AUTHORITY.

Ms. Hoggatt presented an example of an updated land use map reflecting the most recent proposed turnpike alignment released by the Oklahoma Turnpike Authority (OTA) in September 2025. The maps will be updated and made available for public viewing once the changes have been finalized by OTA.

Item 2, continued

Key Points:

- The alignment is proposed, not finalized.
- GIS staff used the most current information available on the OTA website.
- No changes to land use densities or classifications are proposed as a result.
- A notation will be included in plan documents indicating that the alignment reflects the most up-to-date information available.

Committee Members expressed interest in discussing the amendments at a full Council Study Session or Conference prior to Planning Commission review. Staff will coordinate with the City Clerk to set up the meeting.

3. DISCUSSION OF POSSIBLE WAYS TO ENCOURAGE PUBLIC FEEDBACK EARLIER IN THE PROCESS WHEN CREATING TAX INCREMENT FINANCE DISTRICTS.

Ms. Kathryn Walker, Assistant City Attorney IV, provided an overview of Tax Increment Financing (TIF), its statutory authority, and the existing process under the Local Development Act. The discussion focused on how public input typically occurs late in the process, often after major decisions have been made and put in place.

Overview Highlights:

- TIF's allocate incremental growth in tax revenue (property and/or sales tax) to fund project costs.
- TIF districts can last up to 25 years.
- Eligible areas include reinvestment, enterprise, and historic preservation areas.
- Norman TIF's are typically administered through the Norman Tax Increment Finance Authority.

Existing Review Process Includes:

- Council direction to proceed
- Statutory Review Committee (SRC) review
 - The SRC does not typically include public comment.
- Planning Commission review
- Two public hearings
 - The first formal public input usually occurs at Planning Commission
- Council adoption by ordinance

Best Practices & Policy Considerations Discussed:

- Formation of citizen advisory committees early in the process (example: University North Park TIF, 2006)
- Adoption of:
 - Formal application requirements
 - Application fees to offset staff and consultant costs
 - Independent economic impact analyses

Item 3, continued

- Consideration of:
 - Affordable housing policies within TIF districts
 - Small business participation requirements
 - Project-specific policy guides for individual TIF districts
 - Balance between flexibility and accountability
 - Ensure projects are not exclusively private in benefit
 - The value of internal and independent financial review capacity
- Review of best practices from other cities (e.g., Fort Worth, Kansas municipalities, Oklahoma City), learning from challenges in other municipalities' TIF projects

Committee Members agreed this discussion represents the beginning of a longer policy review and the importance of establishing clear procedures before advancing new TIF proposals or district plans was emphasized. Committee members expressed interest in revisiting the topic at the March Oversight Committee meeting.

ADJOURNMENT

The meeting was adjourned at 4:47 pm.

ATTEST:

City Clerk

Mayor