



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/6/2026

REQUESTER: Edwin Amaya

PRESENTER: Anais Starr, Planner II/Historic District Preservation Officer

ITEM TITLE: (HD 26-06) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENTS TO CERTIFICATES OF APPROPRIATENESS 24-08 AND 25-04 FOR THE PROPERTY LOCATED AT 1320 OKLAHOMA AVENUE FOR THE FOLLOWING: A) MODIFICATIONS TO THE CONCRETE PATIO AND COVERED PERGOLA; B) MODIFICATIONS TO THE FRONT WALKWAY AND YARD; C) EXTENSION OF THE RETAINING WALL; D) CHANGE IN THE EXTERIOR WALL MATERIALS; E) THE ADDITION OF TWO EXTERIOR DOORS ON THE SOUTH SIDE OF THE STRUCTURE; F) MODIFICATIONS TO THE GARAGE DOOR DESIGN; G) MODIFICATIONS TO THE WINDOWS.

Background

Historical Information

2014 Southridge Historic District Nomination Survey Information:

1320 & 1320 ½ Oklahoma Ave. Circa 1959. No architectural style. The two-story, asbestos-sided, garage apartment has a moderately pitched, asphalt-covered, side-gabled roof and a concrete foundation. The entire first floor has been converted to a living space with double windows, likely replacing the garage doors. Large metal-shed roofed carport extends over a double-car concrete drive. The second-floor side entry porch is uncovered. Decorative wood shutters on the second floor were removed, and the building was painted in recent years. (The structure was demolished in October 2024.)

Sanborn Insurance Map Information

This section of the Southridge Historic District does not appear on the Sanborn Insurance Maps.

Previous Actions

July 1, 2024 – A COA was granted for the demolition of the carport; demolition and replacement of an existing entry canopy on the first floor; installation of a new entry

canopy on the second floor; replacement of the existing siding with alternative siding material; replacement of all existing windows; installation of a new storage shed; installation of a side yard fence; expansion of the existing walkways; addition of new windows and/or dormers to attic space; replacement of a retaining wall in rear yard; installation of a side yard fence; elimination of south entry door; replacement of the rear entry door; and installation of a parking pad off the alleyway.

October 14, 2024 – The Historic Preservation Officer visited the site and found the principal structure had been demolished. A Stop Work Order was issued for violation of the Historic District Ordinance.

November 4, 2024 – The Commission heard a COA request for the ex post facto demolition of the existing structure. The Commission postponed the item to December 2, 2024, to allow the applicant time to provide evidence of the structure's instability.

December 2, 2024 – A COA request for demolition of the existing structure *ex post facto* was reviewed and approved by the Commission.

February 3, 2025 – A COA request for a) construction of a new house with an attached garage; b) construction of a detached accessory dwelling unit; c) construction of a concrete patio with a covered pergola was postponed to allow the applicant time to revise the submittal.

March 8, 2025 – A COA request for a) construction of a new house with an attached garage; b) construction of a detached accessory dwelling unit; c) construction of a concrete patio with a covered pergola was approved as submitted, except for the windows for the house and accessory dwelling unit, which were postponed.

April 7, 2025 – A COA request for a) windows for a proposed new house with an attached garage; b) windows for a proposed detached accessory dwelling unit was approved.

Background Information

This property's current zoning designation is R-1, Single-Family Dwelling District. This zoning designation allows for a single-family dwelling or a single-family dwelling and an accessory dwelling unit (ADU).

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Overall Project Description

The applicant was approved for a new house, accessory dwelling unit, and a covered pergola at the March 8, 2025, Historic District Commission meeting. The applicant is now returning to the Commission to request modifications to the approved design for the property with the following amendments:

- Change the exterior wall material for the house to brick, stone, and cedar accents.
- Request the addition of two exterior doors on the south side of the house.
- Modify windows to accommodate internal programming.
- Modify the proposed garage door design.
- Modify the proposed front walkway and yard with the addition of pavers.
- Modifications to the proposed patio and pergola structure.
- Extend the proposed retaining wall along the south property line.

To meet the maximum impervious surface coverage requirements and provide for more outdoor living space, the applicant has removed the previously approved Accessory Dwelling Unit (ADU) from the plans. Additionally, the applicant will be seeking to install a four-foot wood picket fence in the front yard through the Administrative Bypass process.

The applicant has provided detailed drawings showing the original design and the proposed revisions.

REQUEST

a) Modifications to the concrete patio and covered pergola.

Project Description:

The applicant proposes to increase the size of the concrete pad and pergola sizes, add a support column to the pergola, and change the pergola roof material. The width of the concrete patio is proposed to increase from 19' x 15' with a total of 285 square feet to 26'6" by 13' for a total of 344.5 square feet. The detached wood pergola is proposed to increase from 11' by 17.2' and approximately 246 square feet to 11' by 20.5' and approximately 266.5 square feet. An additional support column is proposed for the pergola. The originally asphalt shingle roof is now proposed to be replaced with a high-impact polycarbonate material. The pergola's roof will slope towards the rear yard, to allow water to drain away from the house. The covered pergola meets the required setbacks of the Zoning Ordinance. This increase in size still meets the maximum impervious surface coverage requirements.

Reference - Historic District Ordinance

36-535.a.2.g: *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents. (0-0910-12).*

36.535.g.6. Infill construction. *In the case of new or infill construction in Historic Districts, it is not the intent of this chapter to limit new construction to any one period or architectural style, but to preserve the overall integrity of Historic Districts and*

architectural resources and to ensure that new construction is compatible with existing historic and architectural resources.

Preservation Guidelines

2.2 Guidelines for Site Features

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

2.2 Guidelines

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.1 Garden Structures. *Garden structures, such as pergolas and trellis, larger than 120 square feet, are to be located behind the principal structure with very limited or no visibility from the front right-of-way. A front- or side-yard installation can be considered if documentation shows one existed historically. Structures abutting or attached to the principal structure will be reviewed as a building addition. Structures that have a roof and/or sides will be reviewed as accessory structures.*

.2 Materials. *Structures are to be comprised of wood. Metal, composite wood, or cement fiberboard will be considered on a case-by-case basis. Vinyl is prohibited.*

.3 Height. *The structure shall be no taller than the height of the principal structure.*

Considerations/Issues:

The proposed covered patio meets the Zoning Ordinance setback and impervious surface requirements. This structure meets the *Guidelines for Site Features* in terms of location and height.

While the proposed polycarbonate roof material is not specifically addressed in the *Guidelines*, it is a modern-day material and, due to its characteristics, will not be visible from the front streetscape. The Commission would need to determine if the proposed amendments to the concrete patio and pergola meet the *Preservation Guidelines* and are compatible with the Southridge District.

Commission Action: (HD 25-06) Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: a) modifications to the concrete patio and covered pergola.

REQUEST

b) Modifications to the front walkway and yard.

Project Description:

The applicant proposes expanding the width of the front walkway and installing pavers to create an outdoor space near the house's entryway. The front walkway is proposed to expand from 3.0' in width to 4'4" to create a more formal path to the front door. Additionally, a small outdoor space on the north side of the walkway is proposed with the addition of pavers and decking.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Preservation Guidelines

2.9 Sidewalks, Driveways, and Off-Street Parking

.8 Sidewalk Location. *Sidewalks on private property shall be maintained in their traditional location, usually perpendicular to the street, unless there is historical documentation of another location.*

.10 New Paved Areas. *New paved areas should not directly abut the principal site structure, significantly alter the site topography, or overwhelm in area the residential, landscaped character of a rear or side yard. Care must be taken that paved areas do not injure nearby trees by intruding onto their root areas. They shall be designed to be compatible in location, patterns, spacing, configurations, dimensions, and materials with existing walkways and driveways. Paved areas shall not overwhelm the principal structure.*

Issues and Considerations:

The *Preservation Guidelines* state that walkways are to be in the traditional location found in the neighborhood unless there is historical documentation of another location. In this case, this noncontributing structure has not historically had a walkway in the front yard. However, a walkway from the front door to the driveway received a COA at the July 1, 2024, Historic District Meeting as a practical means to reach the front door from the driveway. The applicant is now proposing to slightly expand the front walkway to provide a more formal entrance path to the house. The proposed walkway expansion is minimal and would have little impact on the historic streetscape of this section of Southridge Historic District.

The applicant is also proposing to add pavers near the front entryway for a seating area. The *Guidelines* state “paved areas should be compatible in location, configuration, and materials with existing walkways” and “shall not overwhelm the principal structure”. A request for a front-yard patio is unusual for the Historic Districts and has not been requested before. However, several factors make this property unique. This parcel is noncontributing due to its construction in 1959, a decade later than most of the remainder of the Southridge neighborhood. Additionally, due to the lot’s configuration, it is the only parcel to front onto Oklahoma Avenue. It should also be noted that the properties located along the east side of Oklahoma Avenue are not within the Southridge Historic District. For these reasons, the addition of a seating area in the front yard may not be impactful to this parcel and will have a limited impact to the streetscape of the Southridge District.

The Commission needs to determine whether the proposed modifications to the walkway and yard meet the *Preservation Guidelines* and are compatible with this structure and the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: b) modifications to the front walkway and yard.

REQUEST

c) Extension of the retaining wall.

Project Description:

At the July 1, 2024, Historic District Commission meeting, the replacement and expansion of the retaining wall along the west property line was approved. The applicant is now requesting an amendment to the COA to allow expansion of the retaining wall along the south property line. The retaining wall will allow for a level side yard. The wall will be comprised of CMU blocks and will require a building permit. Since a building permit is required, a Certificate of Appropriateness is also required.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Issues and Considerations:

The *Preservation Guidelines* do not specifically speak to retaining walls. However, the *Guidelines* do allow for the installation of modern-day structures in the rear yard, especially when there is no visibility from the front, as is the case with this proposed retaining wall. The design and material are typical of a modern-day retaining wall.

The Commission will need to determine if the proposed retaining wall meets the *Preservation Guidelines* and whether such proposed work is compatible with the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: c) extension of the retaining wall.

REQUEST

d) Change in the exterior wall materials.

Project Description:

At the March 8, 2025, Historic District Meeting, a COA was approved for a new house. At that time, the applicant proposed LG Smart lap siding for the exterior walls with a cedar surround for the entryway. The applicant is now requesting an amendment to the COA to replace the lap siding with brick as the main exterior wall material along with a stone surround entryway. A stone wainscot of the same material is also proposed along the bottom of the house. Cedar trim details are proposed above the front and side windows. The applicant has submitted an elevation drawing and a color rendering to illustrate these proposed amendments to the house design.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Preservation Guidelines

4.5 Guidelines for New Primary Structures

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.1 Consider Historic Context. *Design new structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportions, finished floor elevation, size of door and window openings, roof shape, and setbacks. Proposals for new construction shall include streetscape elevation drawings that depict proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, floor elevations, proportions, setback and design.*

.3 Select Compatible Finishes. *Select materials and finishes for proposed new buildings that are compatible with historic materials and finishes found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish.*

.4 Design. *Design new primary structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportion, finished floor elevation, size of door and window openings, and roof shape. Proposals for new primary structures shall include streetscape elevation drawings that depict the proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, and design.*

.7 Avoid False Historical Appearance. *New structures shall be of their own time period and easily distinguishable from the historic structure.*

Issues and Considerations:

The *Preservation Guidelines* state that new primary structures are to use materials compatible with historic structures in the Southridge District. Brick is a traditional material typical of Southridge's historic structure and meets the *Guidelines*. Cedar is also a traditional material; however, its application as a detail above the window is not typical of structures of the Southridge Historic District. This is also true of the proposed stone wainscot and stone front door surround. While stone is found on structures in Southridge, the proposed application and design for this request is not typical of the district. However, the *Guidelines* also state that new primary structures are to be a design of their own time.

The Commission will need to determine whether the proposed exterior wall materials and design meet the *Preservation Guidelines* and are compatible with the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: d) change in the exterior wall materials.

REQUEST

e) The addition of two exterior doors on the south side of the structure.

Project Description:

The applicant proposes the addition of two exterior doors on the south side of the house. He is requesting to use the same steel door previously approved on the rear of the house. Drawings illustrating the new doors on the south elevation were submitted along with specifications for the door.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Preservation Guidelines

4.5 Guidelines for New Primary Structures

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.2 Select Windows and Doors Carefully. *Select windows and doors for new buildings that are compatible in material, proportion, pattern, and detail with the windows and doors of historic buildings in the district. See Chapters 3.11 through 3.14.*

.3 Select Compatible Finishes. *Select materials and finishes for proposed new*

buildings that are compatible with historic materials and finishes found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish.

.4 Design. *Design new primary structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportion, finished floor elevation, size of door and window openings, and roof shape. Proposals for new primary structures shall include streetscape elevation drawings that depict the proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, and design.*

3.14 Guidelines for Doors

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.10 New Primary and Secondary Accessory Structures. *Doors in new construction shall be similar to those in adjacent historic structures in terms of size, profile, design, proportions, and material. Aluminum clad and fiberglass doors with limited or no visibility from the front façade can be considered on a case-by-case basis.*

Issues and Considerations:

The *Preservation Guidelines* state doors in new primary structures are to be compatible in material, proportion, pattern, and detail with historic structures in the district.

The placement of two doors adjacent to each other on the side of the house is not typical of historic structures in the district. The Commission has approved the use of a steel door on the rear of a structure with no visibility, and safety is a concern. In this case, the new doors are proposed on the south side of the house and will have limited visibility.

The Commission will need to determine whether the proposed doors meet the *Preservation Guidelines* and are compatible with the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: e) the addition of two exterior doors on the south side of the structure.

REQUEST

f) Modifications to the garage door design.

Project Description:

The applicant is requesting revisions to the garage door design previously approved. The revisions include increasing the height from 7' to 8' in height and adding window lites at the top of the overhead garage door. The door material remains as previously approved, which is a metal door with composite trim to create the design shown in the submitted drawings.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.

36.535.c.3: Reviewing non-contributing structures. Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.

Preservation Guidelines

4.5 Guidelines for New Primary Structures

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.1 Consider Historic Context. Design new structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportions, finished floor elevation, size of door and window openings, roof shape, and setbacks. Proposals for new construction shall include streetscape elevation drawings that depict proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, floor elevations, proportions, setback and design.

.2 Select Windows and Doors Carefully. Select windows and doors for new buildings that are compatible in material, proportion, pattern, and detail with the windows and doors of historic buildings in the district. See Chapters 3.11 through 3.14.

.3 Select Compatible Finishes. Select materials and finishes for proposed new buildings that are compatible with historic materials and finishes found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish.

.4 Design. Design new primary structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportion, finished floor elevation, size of door and window openings, and roof shape. Proposals for new primary structures shall include streetscape elevation drawings that depict the proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, and design.

.7 Avoid False Historical Appearance. New structures shall be of their own time period and easily distinguishable from the historic structure.

2.4 Guidelines for Garages

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.8 New Garage Materials. The following may be considered on a case-by-case basis for new garages:

- a. Aluminum clad doors and windows are allowed for garages located of an alleyway or behind the rear elevation of the house, with no or limited visibility from the front right-of-way.
- b. Wood, wood composite or metal overhead garage doors with wood/wood

composite trim are allowed.

Issues and Considerations:

The *Preservation Guidelines* state that new primary structures are to use materials compatible with historic structures in the district. The *Guidelines* further state that new garage construction is allowed to request metal with wood composite trim, as is proposed in this case.

The height of the garage door and the addition of a top row of window lites are typical of a modern-day garage. The proposed modifications to the garage door are minimal and maintain the original design intent previously approved.

The Commission will need to determine whether the proposed garage door modifications meet the *Preservation Guidelines* and are compatible with the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: f) modifications to the garage door design.

REQUEST

g) Modifications to the windows.

Project Description:

The applicant is requesting to amend the previously approved COA to allow adjustments to the quantity, placement, and size of the windows to accommodate changes to the internal programming of the house. The same aluminum windows previously approved by COA will be utilized. The revised sizes and placements are shown on the submitted drawings.

Historic District Ordinance

Reference - Historic District Ordinance

36-535.a.2(g): *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

36.535.c.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Preservation Guidelines

4.5 Guidelines for New Primary Structures

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

.1 Consider Historic Context. *Design new structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportions,*

finished floor elevation, size of door and window openings, roof shape, and setbacks. Proposals for new construction shall include streetscape elevation drawings that depict proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, floor elevations, proportions, setback and design.

.2 Select Windows and Doors Carefully. *Select windows and doors for new buildings that are compatible in material, proportion, pattern, and detail with the windows and doors of historic buildings in the district. See Chapters 3.11 through 3.14.*

.3 Select Compatible Finishes. *Select materials and finishes for proposed new buildings that are compatible with historic materials and finishes found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish.*

.4 Design. *Design new primary structures to be compatible with historic buildings in the district in terms of size, scale, height, form, massing, proportion, finished floor elevation, size of door and window openings, and roof shape. Proposals for new primary structures shall include streetscape elevation drawings that depict the proposed structure as well as elevations of properties on either side to provide a comparison of massing, scale, and design.*

.7 Avoid False Historical Appearance. *New structures shall be of their own time period and easily distinguishable from the historic structure.*

Issues and Considerations:

The applicant proposes the same aluminum windows approved by a previous COA. The applicant is requesting minor modifications to the placement and opening sizes of the previously approved windows on this proposed structure. The requested windows are in harmony with the previously approved windows in terms of size and placement. The requested changes do not appear to significantly alter the exterior design proposed for this new structure.

The Commission will need to determine whether the proposed modifications to the windows meet the *Preservation Guidelines* and are compatible with the Southridge District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of amendments to Certificates of Appropriateness 24-08 and 25-04 for the property located at 1320 Oklahoma Avenue for the following: g) modifications to the windows.