
ORDINANCE NO. O-2223-31

ITEM NO. 16

STAFF REPORT

ITEM: AN ORDINANCE AMENDING THE CENTER CITY FORM BASED CODE, ADOPTED BY REFERENCE IN CHAPTER 36 ("ZONING") AT SECTION 36-540, OF THE CODE OF THE CITY OF NORMAN, IN ORDER TO REMOVE DUPLICATIVE LANGUAGE, CLARIFY LANGUAGE, AND CORRECT MISTAKES, OMISSIONS OR ERRORS, UPDATE REFERENCES TO THE RECODIFIED MUNICIPAL CODE, REFERENCE UPDATED ENGINEERING DESIGN CRITERIA, TO AMEND THE CERTIFICATE OF COMPLIANCE APPLICATION REQUIREMENTS FOR SITE PLAN REQUIREMENTS, AND TO AMEND TO ADD ADMINISTRATIVE ADJUSTMENT AUTHORITY TO ADDRESS UTILITY AND RELATED INFRASTRUCTURE CONFLICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

On June 14, 2022, City Council adopted its most recent amendments to the Center City Form Based Code (CCFBC). These amendments to the CCFBC were forwarded to Planning Commission and City Council with a recommendation of support from the Center City Administrative Delay Ad Hoc Committee. The development community and staff have been working with this round of amendments for about a year and have found that corrections and clean-up of the document are needed.

For this round of amendments, the proposal are as follows:

- Removal of duplicative language found in *Part 603, J. Off-Site* and *K. Tandem Parking*. The exact same language exists in *Part 604, Special Parking Standard, Off-Site Parking* and *M. Tandem Parking*.
- Update references to the recently recodified Municipal Code. City Council adopted Ordinance O-2223-23 on February 8, 2023, which recodified municipal codes to a new platform in Municode. This would correct code reference sections throughout the CCFBC document.
- Reference updated Engineering Design Criteria. City Council adopted O-2223-24 on February 28, 2023 which adopted the new Engineering Design Criteria for the City. This would add the correct references to the newly adopted Engineering Design Criteria throughout the CCFBC document.
- Amend *Part 204.B.2, Certificate of Compliance Site Plan Requirements*. The requirements listed for the CCFBC Certificate of Compliance site plans submissions do not include property lines, Required Build Lines (RBLs) and Parking Setback Requirements. This amendment would rectify this oversight.
- Amend *Part 206.C, Administrative Adjustment Standards*, to allow for relief from siting requirements to resolve utility and infrastructure conflicts.
- Update internal references within the CCFBC to accommodate the above amendments.
- Correction of mistakes, omissions and errors that are not substantive, but are needed to provide clarity to the code. These items are shown in the annotated copy of the CCFBC that is attached to this report.

DISCUSSION:

Staff is bringing the requested amendments forward for review and adoption to have a “clean” Center City Form Based Code document for staff and the development community to use. The requested amendments do not change the original intent of the CCFBC, they simply provide for a clear and concise CCFBC document along with administrative relief for siting issues due to utility/infrastructure conflicts.

Staff, the development community, and the community as a whole have always acknowledged this is a living document. As we collectively move forward with additional development in this area, it should be acknowledged there will be sections of the Code which necessitate further revisions to bring the development and the Code in line with the community’s vision for the Center City.

CONCLUSION:

The proposed amendments to the Center City Form Based Code are noted in red and blue text for easier review of the document.

Staff forwards this proposal for amendments to the CCFBC as Ordinance No. O-2223-31 for consideration by the Planning Commission and a recommendation to City Council.