



CITY OF NORMAN, OK

BOARD OF ADJUSTMENT MEETING - SPECIAL MEETING

Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069
Wednesday, December 10, 2025 at 4:30 PM

MINUTES

The Board of Adjustment of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session in Conference Room A at the Development Center, on Wednesday, December 10, 2025 at 4:30 PM. Notice of the agenda of the meeting was posted at the Development Center at 225 N. Webster Ave, the Norman Municipal Building at 201 West Gray, and on the City website at least 48 hours prior to the beginning of the meeting.

Curtis McCarty called the meeting to order at 4:30 p.m.

ROLL CALL

BOARD MEMBERS PRESENT

Curtis McCarty
Ben Bigelow
Brad Worster
Eric Williams
Matt Graves

BOARD MEMBERS ABSENT

James Howard

STAFF PRESENT

Jane Hudson, Planning & Community Development Director
Lora Hoggatt, Planning Services Manager
Laci Witcher, Permit Technician
Beth Muckala, Assistant City Attorney III
Whitney Kline, Admin Tech IV
Bailey LaChance, Admin Tech III

GUESTS PRESENT

Jim West, 1203 Brookhaven Blvd., Norman, OK
Zach Stevens, no address specified
Allison Basden, 7338 Brenda Circle, Norman, OK
Lawrence Basden Jr., 7338 Brenda Circle, Norman, OK

DISCUSSION ITEMS

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2526-7: ALLISON BASDEN & LAWRENCE BASDEN JR. REQUESTS A VARIANCE TO SECTION 36-513(D)(1)(A) OF 2.85' TO THE REQUIRED 50' FRONT YARD SETBACK FOR THE PROPERTY LOCATED AT 7338 BRENDA (BERENDA) CIRCLE.

Staff Presentation

Jane Hudson, Planning & Community Development Director, presented the staff report.

Mr. McCarty asked whether increasing the measurement to 28 feet instead of 27.85 feet would be acceptable to avoid any potential issues if the property ever needs to be surveyed again.

Ms. Hudson responded the amendment is allowed.

Beth Muckala, Assistant City Attorney III, outlined the variance criteria for the Board.

Public Discussion

Zach Stevens, representing the buyer, asked if this variance would permit rebuilding in the same location should there ever be a natural disaster or unfortunate event destroy the house.

Ms. Muckala explained unless a condition ties the variance specifically to the current structure, it would continue to apply to the property.

Board of Adjustment Discussion

Mr. Worster stated he believed using an even 28 feet is the better choice moving forward.

Motion made by Chairman McCarty, **Seconded** by Secretary Worster.

BOA-2526-7 for an amended variance of 28 feet to the required front setback pursuant to 36-513(D)(1)(A), a condition upon corrected noticing and ratification vote at the next regular Board of Adjustment Meeting was approved.

Voting Yea: Chairman McCarty, Board Member Bigelow, Secretary Worster, Board Member Williams, Board Member Graves

MISCELLANEOUS COMMENTS

Mr. McCarty informed the Board beginning in January, all meetings will take place in the Council Chambers.

Ms. Hudson thanked the Board for holding the Special Meeting.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Passed and approved this _____ day of _____ 2026.

Secretary, Board of Adjustment