



CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING - AMENDED

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, February 05, 2024 at 5:30 PM

MINUTES

AMENDED

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5446, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

Vice Chair Barrett Williamson called the meeting to order at 5:30p.m.

ROLL CALL

PRESENT

Commissioner Barrett Williamson
Commissioner Mitch Baroff*
Commissioner Michael Zorba
Commissioner Taber Halford
Commissioner Sarah Brewer*
Commissioner Jo Ann Dysart
Commissioner Karen Thurston
Commissioner Susan Ford
Commissioner Gregory Heiser

*Commissioner Mitch Baroff and Commissioner Sarah Brewer arrived at 5:31p.m.

A quorum was present.

STAFF PRESENT

Anais Starr, Planner II, Historic Preservation Officer
Whitney Kline, Admin Tech III
Jeanne Snider, Assistant City Attorney II

GUESTS PRESENT

Preston O'Brien, 4501 Fox Croft Rd, Norman, OK 73026

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF JANUARY 8, 2024.

Motion by Michael Zorba for approval of the minutes from the January 8, 2024 regular meeting; **Second** by Taber Halford.

The motion was passed unanimously with a vote of 7-0. Minutes from the previous meeting were approved.

ACTION ITEMS

2. ELECTION OF CHAIR AND VICE CHAIR

Motion by Karen Thurston to approve Michael Zorba as the Chair and Gregory Heiser as the Vice Chair; **Second** by Sarah Brewer.

The motion was passed unanimously with a vote of 9-0.

Commissioner Michael Zorba took the seat as chair for the rest of the meeting.

Commissioners went around the room introducing themselves as we have 2 new commissioners.

CERTIFICATE OF APPROPRIATENESS REQUESTS

3. (HD 23-41) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 712 MILLER AVE FOR THE REPLACEMENT OF THE GARAGE DOOR.

THE APPLICANT HAS REQUESTED POSTPONEMENT TO THE APRIL 1, 2024 HISTORIC DISTRICT COMMISSION MEETING.

Motion by Barrett Williamson to postpone (HD 23-41) replacement of the garage door, to the April 1, 2024 Historic District Commission meeting; **Second** by Sarah Brewer.

This motion was passed unanimously with a 9-0. This item has been postponed to the April 1, 2024 Historic District Commission meeting.

4. (HD 23-46) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 1004 MILLER AVENUE FOR 1) THE REMOVAL OF DOOR OPENINGS ON THE NORTH AND SOUTH ELEVATIONS AND REPLACEMENT WITH EITHER WOOD LAP SIDING OR STUCCO; 2) REPLACEMENT OF EXISTING WOOD EXTERIOR WALL MATERIAL ON THE NORTH AND SOUTH SIDE ELEVATIONS WITH EITHER WOOD LAP SIDING OR STUCCO.

Motion by Barrett Williamson to approve item 1) the removal of door openings on the north and south elevations and replacement with either wood lap siding or stucco, as submitted; **Second** by Sarah Brewer.

Anais Starr presented the staff report:

- Anais Starr stated that the property was built as a duplex but is now being used as a single family home.
- Ms. Starr also stated that the house is located on the corner meaning that it has 2 front facades.
- Ms. Starr also pointed out that the doors are non-original to the house as well as the additions that they are leading to.
- Sarah Brewer asked if the doors were visible from the street. Ms. Starr explained that the north side is visible from Emylyn and the south side is visible from the sidewalk along Miller.
- Taber Halford asked if these used to be screened in porches. Ms. Starr explained that yes at one point they were porches as you can see lap siding inside the house.
- Mitch Baroff asked what material the applicant preferred to use between lap siding or stucco. Ms. Starr stated the applicant can answer this.

Preston O'Brien, property owner, discussed the project:

- Preston O'Brien stated he would prefer stucco material if he had to choose.
- Mr. O'Brien stated he would like to keep the door on the south side for a rear egress and would be replacing the door with like for like.
- Sarah Brewer asked if it was possible to do brick to match the rest of the house.
- Mr. O'Brien stated that finding brick that matches the current brick would be an issue.
- Barrett Williamson asked what the applicant plants to put behind the wall inside on the north side. Mr. O'Brien stated that it's intended to be a bathroom.
- Taber Halford asked if there was any way to do a window so that it didn't look like a blank wall. Mr. O'Brien explained it is going to be a small bathroom and wouldn't have room for a window.

There was no public comments.

Commission Discussion:

- Taber Halford stated he would be okay with wood lap siding but would not approve stucco. Susan Ford agreed with this.
- Barrett Williamson stated there really is no way to make it not look like a fill in. He suggested the applicant could paint it to match the brick colors. He asked if it could read as a door but not be useable. Taber Halford agreed with this and was trying to figure out a way to make it happen.
- Mitch Baroff stated that it was not original so there is no reason to try and keep it. Mr. Baroff also stated that he would like stucco.
- Michael Zorba stated that he is okay with covering it all up and would like to see lap siding.
- Karen Thurston asked if he was planning on getting rid of the partitions between the wood panels. Preston O'Brien stated yes he would.

Motion by Barrett Williamson to amend the current motion to read for removal of door opening on the north elevation and replacement with either wood lap siding or stucco; **Second** by Michael Zorba.

The amendment passed unanimously with a vote of 9-0.

Applicant, Preston O'Brien, amended the motion to remove the option of stucco.

Motion by Barrett Williamson to amend the current motion to remove the word stucco from the original motion to read the removal of door opening on the north elevation and replacement with wood lap siding; **Second** by Sarah Brewer.

The amendment passed unanimously with a vote of 9-0.

Motion by Sarah Brewer to approve the removal of door opening on the north elevation and replacement with wood lap siding; **Second** by Barrett Williamson.

The motion was passed unanimously with a vote of 9-0.

Motion by Barrett Williamson to approve item 2) the replacement of existing wood exterior wall material on the north and south side elevations with wood lap siding; **Second** by Sarah Brewer.

The motion was passed unanimously with a vote of 9-0.

REPORTS/UPDATES

5. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE JANUARY 8, 2024.

- 549 S Lahoma: In court system appeals process.
- 506 S Lahoma Ave: Proposed work is complete.
- 610 Miller Ave: Custom roof material delivered. Installation to start soon.
- 514 Miller Ave: Building permit submitted.
- 904 Classen Ave: Work has not started.
- 607-609 S Lahoma: Work has not started.
- 518 Shawnee: Proposed work is complete.
- 606 Miller Ave: Work has started.
- 700 Chautauqua Ave: Work has started.
- 712 Miller Ave: Requested postponement to April to allow for revisions for garage door replacement.
- 425 Chautauqua Ave: Work has not started.

Administrative Bypass:

- 1004 Miller Ave: Replacement of front porch and stairs in-kind with the same dimensions, design and materials.

6. DISCUSSION OF PROGRESS REPORT REGARDING FY 2023-2024 CLG GRANT PROJECTS.

2023-2024 Certified Local Government Grant Funds Budget

PROJECT 1:	Educational Training	\$2,500 (decreased \$200)
PROJECT 2:	Memberships Dues for NAPC	\$150
PROJECT 3:	Expansion of Tour App	\$0.00(decreased \$2,000)
PROJECT 4:	Historic Tour App Maintenance	\$2,000 (\$1725.00) **
PROJECT 5:	Windows Workshops	\$13,000(Increased \$3,000) expended \$6,500
PROJECT 6:	Quarterly Education Postcard	\$1,800 expended \$700
Total CLG Budget		\$18,375

**** Will utilize Historic Tour App Funds for Educational training and Window Workshop**

MISCELLANEOUS COMMENTS

ADJOURNMENT

The meeting was adjourned at 6:45p.m.

Passed and approved this _____ day of _____ 2024.

Michael Zorba
Historic District Chair