



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: June 1, 2026

REQUESTER: Edwin Amaya

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

ITEM TITLE: (HD 26-10) 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 FRONT WALKWAY AND YARD; B) MODIFICATIONS TO THE EXTERIOR WALL MATERIALS; C) MODIFICATIONS TO THE GARAGE DOOR DESIGN; D) MODIFICATIONS TO WINDOWS. (Items A, B, and C were postponed from the April 6, 2026, meeting.)

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 14, 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 allowing 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.

April 6, 2026 – Amendment requests to previously approved COAs for the following were approved: modifications to the concrete patio and covered pergola; extension of the retaining wall and the addition of two exterior doors on the south side of the structure; and modifications to the windows. The following amendment requests were postponed allowing the applicant time to submit revisions: modifications to the front walkway and yard; changes to the exterior wall materials; modifications to the garage door design.

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 (ADU), and a covered pergola at the March 8, 2025, Historic District Commission meeting. At the April 6, 2026, Historic District meeting, the applicant requested several modifications to the approved COA. While the Commission approved several modifications, as indicated in the Previous Actions section of this report, it postponed the remainder at the applicant's request to allow time for the applicant to submit revisions. The applicant is now returning to the Commission with revised drawings for the following items:

- A. Modifications to the proposed front walkway and yard. The applicant has submitted three options to provide the desired formal entryway.
- B. Modifications to the exterior wall material of the house from LP Smart Siding to brick and stone with LP Smart Lap siding accents.
- C. Modify the garage door design from a 7' to an 8' garage door opening height and add window lites at the top of the garage door.
- D. Modify the window size and placement of one window and add a window on the rear of the structure to accommodate internal programming.

The applicant has provided drawings to illustrate the proposed revisions.

REQUEST

a) Modifications to the front walkway and yard.

Project Description:

The applicant proposes expanding the width of the front walkway and installing concrete and pavers to create a patio area near the house's entryway. The applicant has submitted three options illustrated in the attached drawings for the Commission's consideration.

Historic District Ordinance

Reference - Historic District Ordinance

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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 was approved as a practical means of reaching the house's entrance from the driveway.

The applicant is now proposing to expand the front walkway and add a patio to provide a more formal entrance path to the house. All three submitted options propose adding pavers adjacent to the driveway at the beginning of the walkway. Such a configuration is not typically found in the Southridge Historic District.

The applicant is also proposing to add pavers and concrete near the front entryway to create a patio. 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. It should be noted that this is a non-contributing structure and is the only structure in the Southridge Historic District to front onto Oklahoma Avenue. However, the proposed entryway is not compatible with other parcels in the Southridge District in terms of location, configuration, and materials. The addition of any of the proposed options would have an impact on the streetscape on one of the entryways to the Southridge Historic 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: a) modifications to the front walkway and yard.

REQUEST

b) Change in the exterior wall materials.

Project Description:

At the March 8, 2025, Historic District Commission meeting, the Commission approved a COA 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. Stone accents above the window and wainscot are also proposed. The applicant has eliminated the cedar trim details

proposed at the April 4, 2026, meeting and has added LP Smart siding in the gable areas near the roofline. The applicant has submitted an elevation drawing and a color rendering to illustrate these proposed exterior material modifications.

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 the proposed structure, as well as elevations of properties on either side, to provide a comparison of massing, scale, floor elevations, proportions, setbacks, 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 in the Southridge District are to use materials compatible with historic structures. Brick is a traditional material typical of Southridge's historic structure and meets the Guidelines. Stone is also a traditional material; however, its use as wainscot, front door surround, and window trim is not typical of structures in the Southridge Historic District. While stone is found on structures in Southridge, the proposed application and design for this request is not

typical of the district. The applicant has added LP Smart siding to the gable to reduce the amount of brick, as the Commission suggested at its April meeting earlier this year. The Guidelines also state that new primary structures are to be a design of their own time while being compatible with the surrounding district. However, the Preservation Guidelines encourage the inclusion of elements or features found in the surrounding historic district in new primary structures. In this case, the proposed scale and design of the brick and stone exterior are not typical exterior wall finishes found on historic structures in Southridge Historic District.

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: b) change in the exterior wall materials.

REQUEST

c) Modifications to the garage door design.

Project Description:

The applicant is requesting revisions to the previously approved garage door design. The revisions include increasing the height from 7' to 8' and adding window lites at the top of the overhead garage door. The door material remains as previously approved: a metal door with composite trim, with a design shown in the submitted drawings. The requested modification has not changed since the April 4, 2026, Historic District Commission meeting; however, the applicant has provided clearer illustrations of the proposed garage door 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 the proposed structure, as well as elevations of properties on either side, to provide a comparison of massing, scale, floor elevations, proportions, setbacks, 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 in 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 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 previously approved design intent.

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: c) modifications to the garage door design.

REQUEST

d) Modifications to the windows.

Project Description:

The applicant is requesting an amendment to the previously approved COA to allow adjustments to the windows' quantity, placement, and size to accommodate changes to the house's internal programming. The same aluminum-clad wood windows previously approved by COA in May of 2025 will be utilized. The applicant provided revised drawings showing the proposed modifications to windows on the rear of the structure. The drawing shows the addition of one window on the second floor and the modification of the size and location of another window on the first floor to accommodate internal programming.

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 the proposed structure, as well as elevations of properties on either side, to provide a comparison of massing, scale, floor elevations, proportions, setbacks, 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-clad 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 window 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: d) modifications to the windows.