



office memorandum

TO: Planning Commissioners

FROM: Logan Hubble, Planner I, Planning and Community Development

DATE: June 9, 2022

RE: Center City Form Based Code – Presentation of Possible Amendments from the Center City Ad Hoc Committee

DISCUSSION:

City staff presented information to City Council at their December 14, 2021, regularly scheduled meeting regarding a myriad of issues in administering the Center City Form Based Code (CCFBC) that prompted consideration of a possible Temporary Administrative Delay for acceptance of applications for demolition and construction, as well as rezoning applications from Center City Form Based Code (CCFBC) to Center City Planned Unit Development (CCPUD) for properties located in the Center City Study Area. City Council adopted Resolution R-2122-76 on December 14, 2021, which implemented a six-month administrative delay for the Center City Area; this six-month administrative delay will expire on June 14, 2022. An Ad Hoc Committee was recommended, and the Center City Administrative Delay Ad Hoc Committee first met on January 20, 2022.

BACKGROUND:

Since the adoption of the CCFBC on May 23, 2018, five-plus years ago, thirty-two (32) projects have proposed development in the Center City. Of the thirty-two projects, twenty-seven (27) applied for review to the Center City Design Review Team, (DRT) for a Certificate of Compliance (COC), a prerequisite to issuance of a building permit within the Center City. Of the twenty-seven projects, twenty-six are completed or under construction, one withdrew. Included in the thirty-two projects, five (5) Center City projects have been submitted as CCPUDs (Center City Planned Unit Developments) to be reviewed by City Council for adoption. Of those five CCPUD projects, four were adopted by City Council, one was not recommended for adoption. The breakdown of the submittals is as follows: 2017 – 6, 2018 – 7, 2019 – 10, 2020 – 4, and 2021 – 5.

AD HOC COMMITTEE:

On January 11, 2022, the City Council passed Resolution R-2122-83, which appointed the Center City Ad Hoc Committee for the length of the Administrative Delay, or until it had addressed all subjects enumerated within the committee's authority in R-2122-83, whichever occurred first. The Center City Administrative Delay Ad Hoc Committee met 11 times (the last meeting held on April 28th) for the purpose of reviewing the existing CCFBC and discussing the scope of potential amendments. The Ad Hoc Committee discussed topics of concern expressed by many on the Committee as well as residents and neighbors in the community.

Staff's observations from the various projects submitted, as well as City Council and citizen input, uncovered the following concerns with implementation of CCFBC and the Center City Vision, and which were enumerated in R-2122-83:

- Side yard setbacks – lot line to lot line for the first 12 feet;
- Possible consolidation in number of frontages;
- Clarify terms and definitions and address incompatible or conflicting language or provisions;
- Consolidate and simplify code format and provisions while clarifying inter-capability with other aspects of City Code and regulations (i.e. building codes - ground floor residential/commercial, Engineering Design Criteria);
- Structure elevation, 3' elevation/accessibility issues where applicable;
- Fully identify and define “triggers” to CCFBC applicability and better define the treatment of legacy-zoned properties (or otherwise legal nonconforming structures and uses) existing in CCFBC (as of adoption), adopting Section 208. Designed Deviations, previously removed;
- Discuss allowed signage – location, size and dimensions;
- Refine definition of “bedroom” to better respond to needs of code and to coordinate with other implicated definitions (such as Zoning Ordinance generally, CNZOD specifically, or other regulating bodies such as the County);
- The number of bedrooms allowed per unit before a Special Use is required – now at 4;
- Increase in and provision for application of architectural requirements to ensure quality structures/properties;
- Impervious lot coverage issues, and what should be allowed in terms of design and approach, coordinated with Public Works/Storm water division
- Setback inconsistencies, including corner lot design issues, explore opportunity for pattern zoning to benefit corner lot design, including amendment to the Regulating Plan;
- Pedestrian lighting;
- Alley improvements;
- On-street parking design guideline;
- Clarification dumpster/polycart provision and placement requirements;
- Reformulation of parking requirements:
 - To increase/decrease parking spaces required
 - Fix the “fee in-lieu of” sections of the code
- Amend, supplement and clarify Use Chart and relating provisions;
- Fix elements that prevent quality structures, address barriers to courtyard development;
- Potential Regulating Plan Amendment - reduce the size of CCFBC area;
- Creation of quality open space, including public spaces;

- Residential Block Face landscape requirements to promote a walkable neighborhood;
- Protection the downtown structures, including non-conforming one-story structures and existing signage.

All of these items were discussed at the Ad Hoc meetings; however, the Ad Hoc Committee was not able to make a recommendation on all items. Core Norman, and particularly the CCFBC area, will continue to grow and change over the years, as we have already witnessed. With this continued growth and development, it will be necessary for Council and staff to re-evaluate the direction of this area of Norman, and thus future continued work by the Ad Hoc Committee is anticipated, including discussion on subjects left unresolved by the current Administrative Delay.

COMMENTS:

The proposed revised document, coming from the Ad Hoc Committee, is a recommendation to Planning Commission. All proposed changes are noted in blue and pink text for easier review of the document. Staff has also provided a “clean” document, which shows how the CCFBC document will look following the proposed changes.

Staff presents this information to the Planning Commission for further discussion of the recommended changes, as well as how the CCFBC can be a supportive document to the direction of growth, community and development in the future of Center City.

Attachment – Center City Form Based Code – May 2022 Draft

Attachment – May 26, 2022 Pre-Development Meeting Summary