



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/26/2025

REQUESTER: Michelle Miller

PRESENTER: Justin Fish, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2425-10: MICHELLE MILLER REQUEST A VARIANCE TO 36-514(C)(3) OF 5' TO THE 20' REAR YARD SETBACK TO ALLOW FOR AN ADDITION AT THE PROPERTY LOCATED AT 325 KEITH ST.

APPLICANT	Michelle Miller
LOCATION	325 Keith St
ZONING	R-1, Single-Family Dwelling District
REQUESTED ACTION	Variance of 5' to the required 20' minimum rear yard setback to construct a laundry room and staircase on the rear of the existing home
SUPPORTING DATA	Location Map Application with attachments Site Plan

SYNOPSIS: The applicant is seeking approval for a variance to construct an addition on the rear of the home to be used as a laundry room. The laundry room will contain changes to the existing dual staircase used to access the home and basement. This addition is part of a larger project the applicant is proposing for their home. As a result, the applicant is seeking a single variance, as follows:

1. A variance of 5' to the required 20' rear yard setback.

The application, site plan, and the variance justification form are attached for your review.

VARIANCE CRITERIA PER SECTION 570(k):

A variance from the terms of this ordinance shall not be granted by the Board of Adjustment unless and until:

- (1) An applicant shall submit to the Board of Adjustment a written application indicating:
 - (a) That special conditions and circumstances exist that are peculiar to the land, structure, or building involved and are not applicable to other lands, structures, or buildings in the same district;
 - (b) That the literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
 - (c) That the special conditions and circumstances do not result from the actions of the applicant;
 - (d) That granting the variances requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structure, or buildings in the same district;

No non-conforming use of neighboring lands, structures, or buildings in the same district and no permitted use of lands, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.

DISCUSSION: There is a dual staircase and an existing laundry room on the rear of the structure. This staircase is used to access the laundry room and the basement from the rear. The existing staircase does not have any safety measures. There is a narrow walkway that divides both staircases and no form of safety railing. The current staircase cannot be modified and expanded in compliance with the current building codes without approval of a variance. The proposed rear addition will increase the size of the laundry room allowing a new staircase to be installed. The applicant is proposing two separate staircases on opposite sides of the laundry room.

The existing structure sits 22' 9" from the rear property line and 9' 4" from the west property line. The proposed rear addition will extend 7' 9" towards the rear property line leaving 15' of space between the addition and the rear property line.

The structure will meet all other setbacks and coverage requirements.

CONCLUSION: Staff forwards this request for a variance and BOA-2425-10 to the Board of Adjustment for consideration.