



CITY OF NORMAN, OK CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069

Thursday, May 07, 2026, at 4:00 PM

MINUTES

The City Council Business & Community Affairs Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room on the 7th day of May, 2026, at 4:00 p.m. and notice of the agenda of the meeting were posted at the Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER:

Chairman Peacock called meeting to order at 4:00pm

PRESENT:

Councilmember Ward 2 Matthew Peacock (Chair)
Councilmember Ward 4 Helen Grant
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Kimberly Blodgett

ABSENT:

Councilmember Ward 8 Scott Dixon

OTHERS PRESENT:

Mayor Stephen Holman
Councilmember Ward 3 Robert Bruce
Ms. Beth Muckala, Assistant City Attorney III
Ms. Lora Hoggatt, Planning Service Manager
Mr. Taylor Johnson, Transit and Parking Program Manager
Ms. Tara Reynolds, CDBG Financial Management Analyst
Ms. Sandra Simeroth, Administrative Technician IV
Mr. Scott Martin, Norman Chamber of Commerce President

AGENDA ITEMS

1. Update and discussion regarding the scope of the plans funded by the PRO Housing grant award, including impacts on pre-approved plans, parking, and minimum lot size regulations.

Ms. Lora Hoggatt, Planning Service Manager, said the City of Norman has until September 2030 to fully expend grant funds and complete the required reporting. The grant contains four major project areas:

- Zoning and Subdivision Regulation Code Updates
- Parking Study
- Pre-approved Plans Program
- Affordable Housing Action Plan

The first two projects, zoning and subdivision regulation codes update and the parking study are currently underway. The pre-approved plans and affordable housing action plan will begin after completion of the initial phases. The Federal Government shutdown delayed the project timeline by one year in implementation time and additional time was intentionally reserved at the end of the grant period to ensure all federal reporting closeout requirements can be completed.

Ms. Hoggatt explained the concept of pre-approved plans as being standardized architectural plans designed to streamline permitting and development review, reduce costs for applicants and encourage desirable housing and neighborhood plans. The Request for Proposals (RFP) process for this component is expected to begin in early 2028. Funding limitation requires staff to begin with a smaller scale program. Internal implementation and review processes must also be developed alongside the designs. Additional phases may occur in future budget cycles.

Councilmembers emphasized the importance of flexibility in creative housing design, encouragement of local architectural participation, and the parking study update.

Ms. Hoggatt said parking data collection began the week before the end of the school year in order to capture more representative parking demand conditions. Additional field work is planned for late June and during the Fall semester after students return. This allows us to examine parking utilization patterns, residential parking requirements and areas where parking may be oversupplied. Staff want to take a more comprehensive and data driven approach rather than selecting arbitrary parking maximums or standards.

Councilmembers requested clarification regarding the structure of the pre-approved plans initiative.

Ms. Hoggatt said Staff are currently pursuing a pattern book or pre-approved plan approach. Staff are not currently proposing a formal pattern zoning framework but are discussing potential typologies, modular design concepts, and future scalability of the program grant compliance and federal reporting.

Item 1, continued

Councilmembers discussed federal grant compliance requirements and long-term grant performance considerations. This would include federal grant oversight processes, importance

of successful implementation for future funding competitiveness and The U.S. Department of Housing and Urban Development (HUD) reporting timelines and administrative responsiveness.

Ms. Hoggatt said the Pro-Housing program is relatively new along with many HUD staff associated with the program and administrative response times can be slow. An existing code assessment is expected by the end of the summer and will be made publicly available at that time.

Councilmembers emphasized the importance of increasing population density in areas with existing infrastructure. Reducing long-term infrastructure obligation through more efficient land use patterns and expressed enthusiasm for continued progress on the project.

ADJOURNMENT

The Meeting was adjourned at 4:28 p.m.

ATTEST:

City Clerk

Mayor