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March 27, 2023

**ATTN: Ms. Brenda Hall**  
City of Norman – City Clerk  
201 West Gray  
Norman, OK 73070

**RE: Request for Partial Exemption from Current Standards**  
**2516 Briggs Street**  
**Norman, OK 73072**

Dear Ms. Hall,

This Letter Report has been developed and is submitted with a formal request for Partial Exemption from current subdivision standards associated with the above referenced property. A Letter Report is to accompany the formal request as stated in Section 19-604 of the City of Norman Code of Ordinances. The applicant will submit a Short Form Plat subject to City Council's approval of the exemption.

**Letter Report**

The subject property (0.53 acres) is currently unplatted as indicated on the Boundary Survey provided in EXHIBIT A and is currently vacant. All of the surrounding properties are currently unplatted.

The owner of the subject property, Plant Life, LLC, seeks to plat the property in order to use it for their business location. The property is currently zoned R-1 Single Family Residential, but is currently being rezoned to C-2 General Commercial.

Access to the property is provided from Briggs Street to the north. Bordering the property to the south and west is additional vacant property and to the east is residential property with an occupied house. Also located to the west is I-35.

A public water line is located to the north along Briggs Street and existing hydrants in the area provide adequate fire protection coverage. Public sanitary sewer is not currently available to any of the properties in the area. The only public improvements needed relating to the subject property would be a sidewalk along Briggs Street and curb & gutter along Briggs Street. No other proposed public improvements are required. A Preliminary Site Plan is provided in EXHIBIT B.



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### **Roadway**

Briggs Street is an established public roadway that is a dead-end street with very low volume traffic. All of the streets in the area, including all of Briggs Street to 24<sup>th</sup> Avenue SW were designed and constructed without curb and gutter. The "V" shaped street is used for stormwater runoff.

### **Sidewalks**

There are no sidewalks on either side of Briggs Street or anywhere else in the immediate area. Everything in the area is unplatted and built in 1960 or earlier, prior to sidewalk requirements.

Based on the above provided information and on behalf of the applicant, Arc Engineering specifically requests the granting of Partial Exemption from the current standards. This request is based on the lack of existing curb and gutters and sidewalks in the area and no negative impacts to the surrounding community. Consistent with Section 19-604, this request of exemption, if granted, will not compromise the health, safety or welfare of any current or future occupant or neighbor. A Short Form Plat could then be submitted to the Planning Commission for approval.

On behalf of the applicant, we ask for approval of this request so that we may move to the next available agenda. If you have any questions or comments, please feel free to contact me at the number listed below.

Respectfully,

A handwritten signature in dark ink, appearing to read 'Steve Rollins', is written over a light blue horizontal line.

Steve Rollins, P.E.

Arc Engineering Consultants, L.L.C.

405-509-0212

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