



The City of **NORMAN**

201 West Gray, Bldg. • P.O. Box 370
Norman, Oklahoma 73069 • 73070

OFFICE OF THE CITY CLERK
Phone: 405-366-5406

May 29, 2025

FIRST BANK & TRUST CO.
Norman Main Banking Center
2330 36th Ave. NW
Norman, OK 73070-1450

VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED

RE: 1000 N. INTERSTATE DRIVE, NORMAN, OK 73072

Dilapidated & Unsafe structure – Notice of Council Hearing for Condemnation & Demolition

Dear FIRST BANK & TRUST CO.:

This is to notify you that, in accordance with Section 2-204 of the Norman City Code (see enclosed copy) and Title 11 O.S. § 22-112 of Oklahoma State statutes, the Planning and Community Development Department and the Fire Marshal have determined that the building located at 1000 N. Interstate Drive is dilapidated and has become detrimental to the health, safety or welfare of the public. Enclosed with this notice are the written findings from those departments. City Council shall hold a public hearing to decide whether to adopt these findings and, if so, to determine whether to order condemnation and demolition of the dilapidated structure. At the hearing you will be allowed to an opportunity to be heard by City Council to show cause why the findings should not be adopted and/or why the structure should not be condemned.

The hearing will be held during the City Council meeting scheduled for June 17, 2025, at 5:30 p.m. at the Norman City Council Chambers, located at 201 W. Gray Street in Norman, Oklahoma. Please arrange to attend this important meeting, or to send a representative.

If the property records are incorrect and you are no longer the property owner, taxpayer, mortgage holder, or holder in any other interest of this property, or if you should need additional information, please contact Anthony Purinton, Assistant City Attorney, at 405-366-5427.

Sincerely,

Brenda Hall
City Clerk

(Enclosure)

Certified Mail: 9489 0090 0027 6650 3646 04



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Norman, Oklahoma 73069 • 73070

OFFICE OF THE CITY CLERK
Phone: 405-366-5406

May 29, 2025

NORMAN HOSPITALITY, INC
PO BOX 22845
OKLAHOMA CITY, OK 73123-1845

VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED

RE: 1000 N. INTERSTATE DRIVE, NORMAN, OK 73072

Dilapidated & Unsafe structure – Notice of Council Hearing for Condemnation & Demolition

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Sincerely,

Brenda Hall
City Clerk

(Enclosure)


Certified Mail: 9489 0090 0027 6650 3645 98



CITY OF NORMAN, OK STAFF REPORT

DATE: 04/18/2025

FROM: Janita Hatley, Code Compliance Supervisor

THROUGH: Jane Hudson, Planning & Community Development Director 

TO: Darrel Pyle, City Manager
Brenda Hall, City Clerk

SUBJECT: DILAPIDATED BUILDING LOCATED AT 1000 N. INTERSTATE DRIVE.

BACKGROUND: The six-story hotel at 1000 N. Interstate Drive, built in 1984 with 150 guest rooms, operated for many years as a Sheraton Hotel, Holiday Inn and more recently, as The Norman Hotel. The Norman Hotel closed operations in late 2016 or early 2017.

Code Violation History:

Since 2017, Code Compliance has addressed 56 code violations on the property. These include unsafe structure; health violations related to limbs, trash and debris; abandoned inoperable vehicles; dilapidated fence; graffiti on exterior; tall grass/weeds and more. The most frequent violation has been the structure being unsecured, which has occurred 14 times since the building became vacant. The City abated and boarded up the structure on 8 occasions, and the owner voluntarily secured the structure six times. In the past twelve months, the City has secured the structure on 4 occasions – April 2024, July 2024, and February 2025 and again in March 2025.

The history of Unsafe Structure notifications sent to the property owner further emphasizes the severity of the situation and the ongoing risks posed by the building. Here are the key points based on the timeline of these letters:

1. August 21, 2017 – First Unsafe Structure Letter:
 - a. **Hazardous Violations Identified:** The Fire Department's response to an alarm revealed significant hazards at the property, including a gas leak, non-functioning fire alarm, and electrical hazards. These violations posed a serious threat to the safety of anyone in or around the building.
 - b. **Disconnection of Utilities:** In response to the severity of the situation, the Fire Marshal ordered the disconnection of gas and electrical services, further highlighting the dangerous conditions within the structure.

2. December 16, 2021 - Second Unsafe Structure Letter:

- a. Continued Hazards: Despite multiple attempts by the owner to rectify the situation through renovation permits, the structure remained in a state of disrepair with ongoing safety hazards. The building was frequently unsecured, which allowed for trespassing, vandalism, and additional safety concerns.
- b. Failure to Comply: The owner's failure to bring the property into compliance, even after obtaining renovation permits and promising action, further aggravated the situation, leading to the issuance of this second Unsafe Structure letter.

These notifications underscore the building's prolonged state of disrepair and the repeated failure of the owner to address the hazardous conditions. The continuous neglect of these issues, coupled with the structure's potential to cause serious harm to the public, further supports the recommendation for declaring the building a dilapidated structure and moving forward with demolition.

A notice to the owner dated August 18, 2020, required installation of a fence around the dilapidated and unsafe structure. The fence was installed and remains in place today. The intent was to keep trespassers from entering the property and attempt to contain any falling debris from the building. The frequently damaged fence reveals that it is not completely successful in protecting the structure.

Police Department Records Summary:

Records from the Police Department indicate a significant history of calls for service at this location, with a total of 145 incidents reported since 2016. Among these, 31 criminal charges have been filed, involving a wide range of offenses. Some of the most common offenses identified include:

- Larceny
- Burglary/Breaking & Entering
- Drug Equipment Violations
- Trespassing
- Warrants
- Destruction, Damage, and Vandalism of Property

DISCUSSION: City Code authorizes the City Council to determine whether a structure is dilapidated and should be removed, if certain conditions are met:

2-204 Removal of Dilapidated Buildings

(a) The term "dilapidated building" means:

1. A structure which, through neglect or damage, lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that said structure is a hazard to the health, safety or welfare of the general public;
2. A structure which is determined by the Code Compliance Officer in conjunction with the Director of Planning and Community Development or his designee to be an unsecured building under NCC 16-303(e), more than three times within any 12-month period;
3. A structure which has been boarded and secured under NCC 16-303(e), for more than 18 consecutive months; or

4. A structure declared by the municipal governing body to constitute a public nuisance.

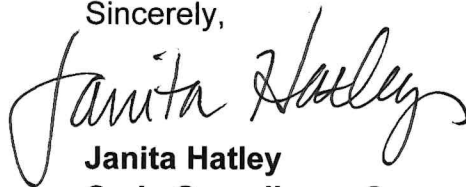
The structure has remained in a state of decay and dilapidation, and continues to pose a hazard to the health, safety and welfare to the general public. As stated before, the structure has been unsecured and open 14 times since the hotel discontinued operations. There is evidence, inside the structure, of repeated vandalism and trespassing with graffiti throughout the interior as well as fecal matter, trash and debris scattered about.

It is a dangerous and unsafe building to all who enter with the dilapidation, decay, mold, and the interior demolition that has left the 2nd floor completely open which would allow for anyone to simply fall off and suffer severe injuries. It would be an extremely unsafe structure for any Emergency Responders to enter, especially if filled with smoke in the case of a fire.

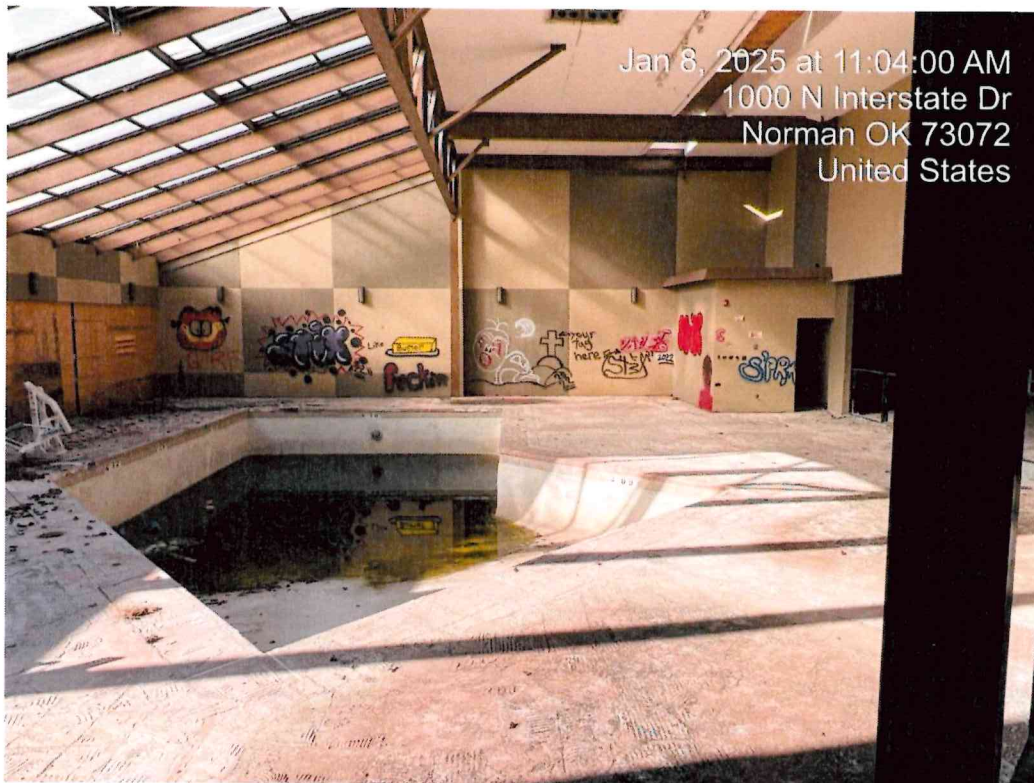
RECOMMENDATION: The current state of the building presents a significant risk to public safety, health and welfare. As such, staff recommends that the City Council declare the structure a Dilapidated Building and move forward with the demolition and removal process.

The persistent and worsening condition of the building has reached a point where demolition is the most effective and responsible course of action for ensuring the safety of the surrounding community.

Sincerely,

A handwritten signature in black ink, reading "Janita Hatley". The signature is fluid and cursive, with the first name "Janita" being larger and more prominent than the last name "Hatley".

Janita Hatley
Code Compliance Supervisor



Interior photo of swimming pool with stagnant water, trash & graffiti in the area. 1-8-2025



Exterior view of broken cover/windows over pool area 1-8-25



Exterior photo showing additional damage to pool covering 3-14-25



Unsecured entry on West side of building 3-14-25



2nd floor broken windows and 1st floor boarded windows/doors 1-8-2025



Looking up at 2nd floor from the ground floor 1-8-2025



North East view showing boarded up doors 1st floor and broken windows on upper floors
3-14-25



West view showing broken & boarded up windows on upper floors - 3-14-25



North West view showing broken windows on upper floors and boarded windows on the end
3-14-25



North view showing Boarded up Doors 1st floor and the Fence required by the City
3-14-25



CITY OF NORMAN, OK STAFF REPORT

DATE: 04/18/2025

FROM: Greg Clark, Development Services Manager

THROUGH: Jane Hudson, Planning & Community Development Director

TO: Darrel Pyle, City Manager
Brenda Hall, City Clerk

SUBJECT: DILAPIDATED BUILDING LOCATED AT 1000 N. INTERSTATE DRIVE.

BACKGROUND: Records indicate the building at 1000 N. Interstate Drive was built in 1984 as a 6-story hotel. The ground floor was originally conference and assembly spaces with the 5-floors above containing guest rooms. As recent as 2011, the hotel was operated under the name of Holiday Inn.

The purpose of this report is to provide history and documentation of the condition of the building located at 1000 Interstate Drive to the Norman City Council, in an effort to provide background with respect to whether the building qualifies as a dilapidated building per Section 2-204 of the City of Norman Municipal Code.



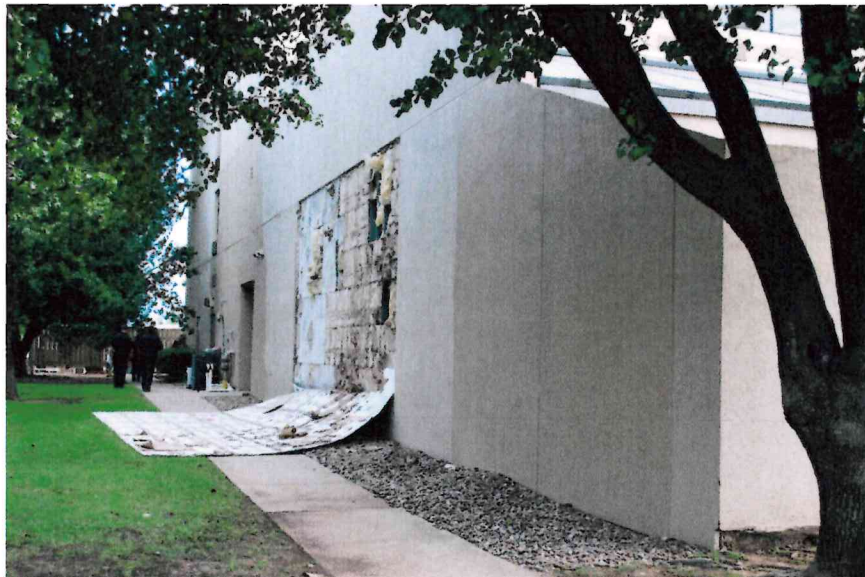
(Google Street View October 2011)

The building is owned by Norman Hospitality, Inc. and Country Records indicate they purchased the property in February of 1997. While we do not have an exact date the building stopped functioning as a hotel, it appears likely, based on the photos, that it stopped functioning in 2016.



(Google Street View October 2016)

In August of 2017, the City of Norman Code Compliance Division sent a notice of unsafe structure to the owners. The Norman Fire Department ordered that the utility meters be disconnected in advance of this notification. After receiving the notice, Norman Hospitality representatives communicated by email¹ dated 8/29/17 indicating they understood the building was defective and provided a list of action items they would follow. While some of the action items were followed up, to date, many of the items on the action list were not addressed.



(Google Street View October 2017)



(Norman Fire Department Photos 8/16/2017)



(Norman Fire Department Photos 8/16/2017)



(Norman Fire Department Photos 8/16/2017)

From August 2017 to April of 2018, there was some evidence of activity – dumpsters were rented for the site from the City of Norman on several occasions. In April of 2018, a permit

was applied for to restore the building. The scope of work was to remodel/repair the building, which included a detailed report by a building hygienist JH Held, that detailed areas throughout the building that required repair due to moisture damage from the envelope of the building not repelling moisture. While the application was submitted in April of 2018, the permit was not issued until May of 2019. While there can be a number of variables with a permit application, this is a rather long duration for a permit application to be in review. The bulk of this time was City Staff waiting on responses from the applicant on plan review questions.

In September of 2019, it was reported and observed that there were further concerns regarding the structure. Multiple structural columns at the south drive-through had columns that were clearly defective, most likely because of moisture issues with excessive rust prevalent.

With no inspections occurring on the restoration building permit, coupled with the new structural concerns observed regarding the defective columns, the restoration permit was considered abandoned and the application expired on 11/17/2019.



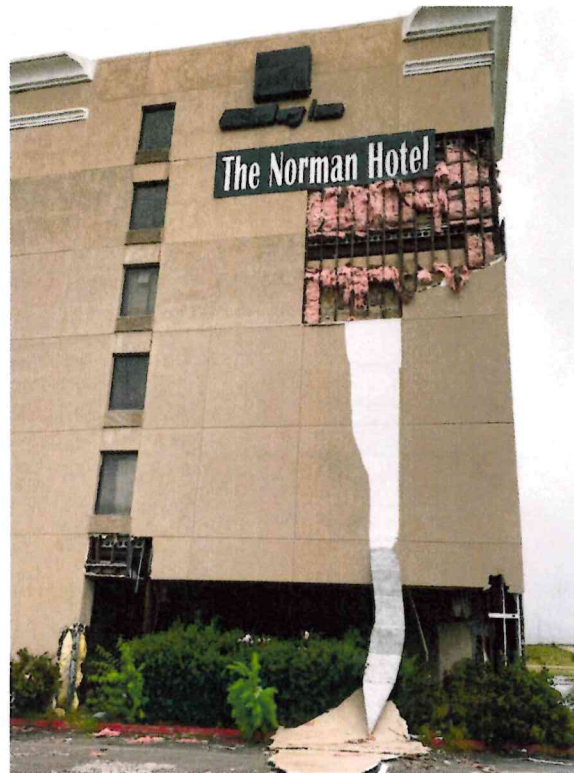
(9/19/2019 photos of a columns at the south drive through by Building Inspector)



(9/19/2019 photos of a columns at the south drive through by Building Inspector)

On December 16, 2019, it was noted by Norman Fire Department staff by email² to Norman Hospitality that there had been multiple alarm calls, break-ins, further damage to the building from copper theft, and a flood event. This collection of activities resulted in Norman Fire Department again having the utilities disconnected, including electrical and water service. Other than temporary electrical power to provide some temporary lighting, the site has not had any permanent services since this time (Sewer, Water, Gas, and Electrical).

During 2020, there were no notable improvements to the structure. In fact, the structure appeared further deteriorated. The most dramatic evidence was continued deterioration of exterior wall coverings. On November 19 2020,³ staff emailed Norman Hospitality representatives informing them that condemnation proceedings would begin.



(South façade wall covering failure. 9/1/2020 provided by a neighboring business)

Norman Hospitality followed up on the structural column issue with an application of a structural repair permit on December 17, 2020. The permit was issued on February 8, 2020 and the work and permit were closed out on April 29, 2021.

With limited efforts being made to make the building safe and functional, staff visited the site on July 7, 2021 and observed further deterioration of the building. This was documented to Norman Hospitality representatives in an email on July 8, 2021⁴. In this communication staff requested timelines for significant bench marks for the project's future. Norman Hospitality representatives responded on July 12, 2021⁵ by email indicating the following:

- Demolition work would be complete by August 2021
- Drawings including a request for permit would be complete by September 2021
- Project restoration to be concluded by July 2022.

Staff collectively accepted this timeline but noted that if they failed to comply with the timelines staff would pursue declaring the building unsafe.

In October of 2021, the proposed timeline had already missed the benchmark of submission of plans and permit application. Staff requested a site meeting to better document the conditions inside the building to establish a record of the condition of the building interior. Staff met on 10/13/2021 and walked some of the building. Below are a few of many photos from the walkthrough.



(10-13-21 photos from walkthrough by Building Official)



(10-13-21 photos from walkthrough by Building Official)



(10-13-21 photos from walkthrough by Building Official)



(10-13-21 photos from walkthrough by Building Official)



(10-13-21 photos from walkthrough by Building Official)

After the staff site visit on 10/13/21 and the building having to be secured repeatedly by the City of Norman, a “Notice of Unsafe Structure”⁶ was issued on 12/16/2021. The “Notice of Unsafe Structure”⁶ is a comprehensive document that details how the structure is unsanitary, has deficient means of egress, inadequate light and ventilation, has fire hazards, inadequate maintenance and is otherwise dangerous to human life or public welfare. The notice further details the steps required to remedy the multitude of concerns. The notice also required that the existing building be inspected by an engineer to determine whether the existing building was structurally safe at this time and safe for any current or future work, should that occur. This notice required remedies no later than August 31 of 2022, or the owner was to provide an alternative proposal or timeline for consideration by the City of Norman.

After this “Notice of Unsafe Structure”⁶ was issued, City of Norman staff and Norman Hospitality representatives met on several occasions and corresponded about the notice. On 4-29-22 Norman Hospitality provided an engineer’s report from Larry Schmalz, PE⁷ documenting the building was still capable of carrying the anticipated loads that it was designed. On accepting the report, we requested an updated schedule per the terms of the “Notice of Unsafe Structure”. On June 20th 2022 an email⁸ was sent with a project schedule indicating the building would be made safe with a completion date of June 30, 2023. City of Norman staff accepted this proposal to make the building safe.



(Site Visit 7-27-23. Photo by Building Official)

Through the remainder of 2022 and the first half of 2023 there were no signs of any interior improvements to the structure. Staff pressed the owners several times for clarification on the lack of progress. On June 15 of 2023, plans were submitted for improvements to the structure. While the plans were in review, City of Norman staff required Norman Hospitality to provide a new timeline to make the building safe. Per email and attachment on July 17, 2023⁹ the owner proposed a revised completion deadline of 12/23/24. Staff accepted the revised timeline with hopes that the permit application and issuance was showing good faith to move the building forward. Staff performed reviews timely on the plans; however, the permit process was prolonged due to the owner's delayed responses and correction of plan review items. Eventually, the owner responded and submitted corrected plan documents and the permit was ready for issuance. The fees for the permit were paid and the restoration permit was issued 4/19/24.

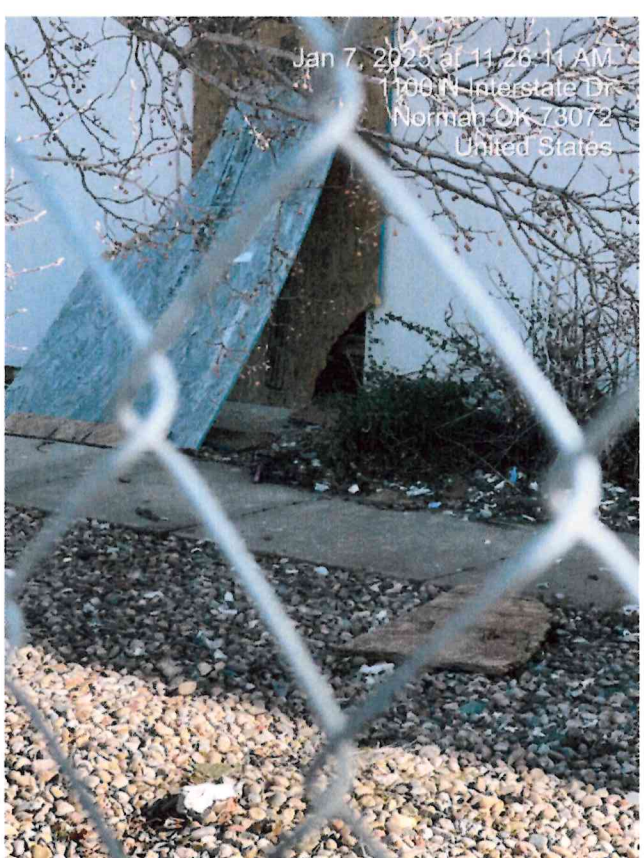
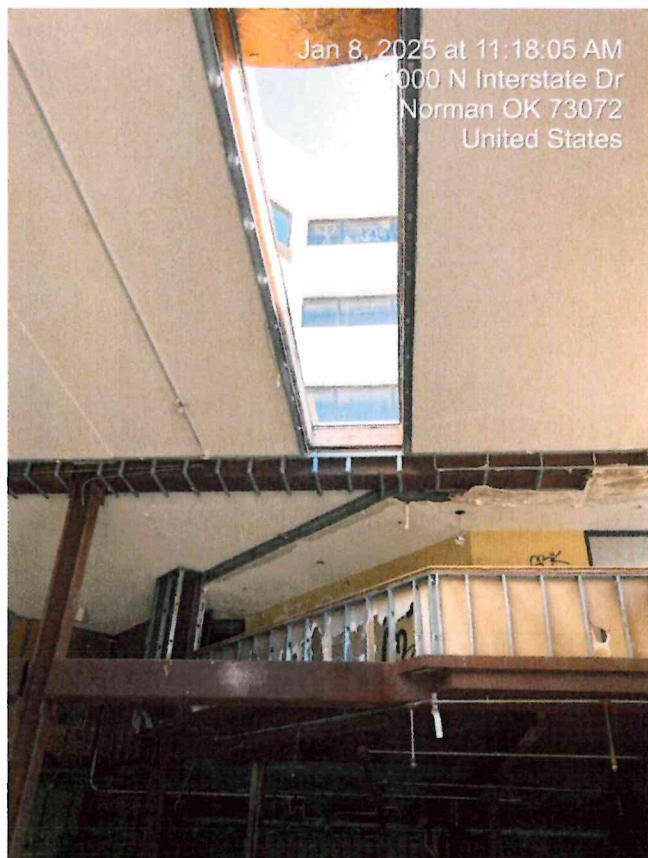
The owner/builder requested no inspections after the permit was issued in April of 2024. With no activity and the revised deadline of 12/23/24 passing, staff informed Norman Hospitality the permit was now expired and they were outside the deadline they provided in accordance with the "Notice of Unsafe Structure"⁶. Staff requested to visit the site to see its current condition. On 1/8/2025 staff visited the site. The condition of the site appeared deteriorated from our prior visit from 2023. There was more graffiti, broken glass, human waste and general vandalism throughout the structure. If there were any improvements made in the scope of the permit, it was unlikely and certainly not evident.

On 1/07/2025, Ocean Ridge (representing Norman Hospitality) submitted a request for an extension of the permit by email.¹⁰ A revised schedule was provided by email¹⁰ on 1/10/25 with a proposed completion date of 12/22/2025. After review of the request, staff rejected the extension by email on 1/13/2025 and provided further clarifications to the rejection by email¹¹ on 1/14/2025. While there were a number of reasons to not allow the extensions, the primary reason was the request did not differ in a significant way from the multiple documented previous requests: it was a pledge to perform a duty with nothing tangible to suggest this would

actually occur. And further, as the property owner stated in their extension request¹⁰ a lender change has impacted their ability to proceed as they seek new financing.



(1/8/2025 site visit. Photos by Code Inspectors)



(1/7/2025 and 1/8/2025 site visit. Photos by Code Inspectors)



(1/8/2025 site visit. Photos by Code Inspectors)

CONCLUSION: The purpose of the report is to provide information and context to determine if a building is a dilapidated building as defined by 2-204 of the City of Norman Municipal Code.

From Section 2-204 of the Municipal Code.

The term "dilapidated building" means a building would have one or more of the following conditions.

1. A structure which, through neglect or damage, lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that said structure is a hazard to the health, safety or welfare of the general public;
2. A structure which is determined by the Code Compliance Officer in conjunction with the Director of Planning and Community Development or his/her designee to be an unsecured building under NCC 16-303(e), more than three times within any 12-month period;
3. A structure which has been boarded and secured under NCC 16-303(e), for more than 18 consecutive months; or
4. A structure declared by the municipal governing body to constitute a public nuisance.

Other staff will better articulate and provide support for items 2 and 3 of these conditions. However, based on all evidences in the history and itemized detail in the "Notice of Unsafe Structure"⁶ from 12/16/21, the building is a dilapidated building, which continues to be neglected.

The building continues to decay, and there have been limited or no repairs. The building is a hazard to the public.

There have been a number of documented timelines provided by Norman Hospitality and their representatives. Below is a summary of some of the written timelines provided to remedy the building.

- 7/12/21: Timelines provided by Ocean Ridge indicated a completion date of 07/2022
- 01/13/22: Initial response to the "Unsafe Building Notice" by Premiere indicating a 07/31/22 completion date
- 6/27/22: Owners representative of Premiere revised the completion date in the "Unsafe Building Notice" to 6/30/2023⁸
- 10/17/22: Owners representative requesting a revised completion date of 10/30/23
- 7/17/23: Owners representative requesting a revised completion date of 12/23/24⁹

With improvements to the interior spaces of limited scope or none and the failure to remotely comply with timelines that the owners and their representatives have set, it is difficult for me to project a path forward with current ownership of the building.

Additionally, as the building has been declared an unsafe building in accordance with the International Building Code and the building owners continue to fail to remedy the conditions outlined in the notice within the agreed upon timelines, there is further cause to require it to be demolished.

Sincerely,



Greg Clark
Development Services Manager

(Enclosure)



Date: March 3, 2025
To: City of Norman Council Members
From: Norman Fire Department Prevention Division
Subject: Request for Action – 1000 North Interstate Drive

Members of the City Council,

The Norman Fire Department Prevention Division is bringing to your attention significant safety concerns regarding the structure located at 1000 North Interstate Drive. In accordance with the City of Norman's adoption of the International Fire Code (IFC), Section 111, the Norman Fire Marshal has determined this building to be unsafe due to several critical hazards, outlined below:

1. **Deteriorated Building Condition** – The deteriorated condition of the structure creates a life-threatening hazard, not only for trespassers but also for firefighters and emergency responders should an incident occur.
 - a. An initial fire inspection was conducted in August 2017 to assess the safety of the structure. A report was issued to the property representatives, identifying several corrective actions to address.
 - b. These violations were not addressed, leading to the Fire Marshal exercising authority under International Fire Code (IFC) 113.1, "*Authority to Disconnect Service Utilities.*" As a result, no utilities have been active at this property since 2019.
 - c. In accordance with IFC 111.2, the structure was ordered to be evacuated and remain unoccupied until the following conditions were met:
 - i. A correction plan was approved.
 - ii. No serious life safety hazards were present, as determined by the authority having jurisdiction.
 - d. Despite the structure presenting significant deficiencies during the initial 2017 inspection, it has continued to deteriorate with no signs of improvement.
2. **Unsecured Access and Illegal Entry** – The property is being accessed by unauthorized individuals, increasing the risk of criminal activity, potential injury, and potential liability concerns for the City.
 - a. It is apparent that security measures to prevent unauthorized access have been overcome by trespassers.
 - b. Extreme hazards are present to trespassers and first responders due to the lack of fire protection systems, fall restraints, and emergency egress illumination.
3. **Compromised Fire Protection Systems** – The building's fire protection systems have been vandalized and/or removed, leaving the structure highly vulnerable to fire with no means of suppression or early detection.
 - a. The building owner was notified of the issues with the fire protection system as early as August of 2017. Again in May of 2018, and as recent as April 2024.
 - b. Fire Sprinkler plans were submitted, reviewed, and approved February 2022 with no work conducted. Though a permit was submitted and approved on April 2024, the

requirement for fire standpipes to be in working order throughout the renovation per International Fire Code (IFC) 3313.1 was never completed.

- c. As the City continued to support the rehabilitation effort, the requirement for working standpipes was continually communicated to the property owner(s).
- d. The conditions of the existing fire protection systems have increasingly diminished since the last recorded third-party inspection dated June/July 2017.

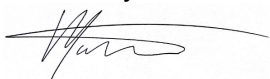
The structure has deteriorated due to neglect and the lack of necessary repairs, reaching a state of decay or partial ruin.

- No active utilities:
 - No water to the structure for fire attack
 - No electricity causing low visibility
- Lack of fire protection systems:
 - All fire sprinkler, standpipe, and fire alarm components have been removed
- Missing fall restraints:
 - No adequate stairwell restraints
 - No fall protection from second floor overlooking the first floor
- Unknown occupants:
 - With unknown trespassers accessing the structure, this building would require a Primary and Secondary search during a fire event to ensure no occupants were not inside.

This condition now poses a significant hazard to the health, safety, and welfare of the public, as well as to emergency responders. Given these critical safety concerns, we strongly urge the City Council to take immediate action to address the ongoing danger the building presents. Proactive measures will help prevent potential injuries, reduce fire hazards, and enhance public safety while also protecting emergency services personnel.

We appreciate your attention to this urgent matter and are available to provide further information or discuss the necessary steps for remediation. Please do not hesitate to contact the Prevention Division at 405-307-7218 with any questions.

Sincerely,



Matthew Elliott
Fire Marshal
Norman Fire Department
Matthew.Elliott@NormanOK.gov
405-307-7101



Aaron Easter
Planning Officer
Norman Fire Department
Aaron.Easter@NormanOK.gov
405-366-5242