



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 08/11/2026

**REQUESTER:** Lindmark HQ L.L.C.

**PRESENTER:** Jane Hudson, Planning and Community Development Director

**ITEM TITLE:** CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-74 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND IN THE WEST HALF OF SECTION SEVEN (7), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA AND BEING A PORTION OF LOT ONE (1), BLOCK ONE (1) OF CANADIAN TRAILS ADDITION AS RECORDED IN BOOK 15, PAGES 39 AND 40, PLAT RECORDS OF CLEVELAND COUNTY, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (801 S CANADIAN TRAILS DRIVE; WARD 2)

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|---------------------------------------|----------------------------------------|
| <b>APPLICANT/REPRESENTATIVE</b>       | Lindmark HQ L.L.C./Rieger Sadler Joyce |
| <b>LOCATION</b>                       | 801 S Canadian Trails Drive            |
| <b>WARD</b>                           | 2                                      |
| <b>CORE AREA</b>                      | No                                     |
| <b>EXISTING ZONING</b>                | C-1, Local Commercial District         |
| <b>EXISTING LAND USE DESIGNATIONS</b> | Urban Living Center                    |
| <b>CHARACTER AREA</b>                 | Suburban                               |

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**PROPOSED ZONING**

SPUD, Simple Planned Unit Development

**PROPOSED LAND USE**

No Change

**SUMMARY:**

The applicant, Lindmark HQ L.L.C., is requesting to zone the subject property to SPUD, Simple Planned Unit Development. The proposed zoning will allow for the development of corporate headquarters for the company, along with billboard printing operations.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 4.87 acres

**SURROUNDING PROPERTIES**

|             | Subject Property            | North                         | East                | South                       | West                    |
|-------------|-----------------------------|-------------------------------|---------------------|-----------------------------|-------------------------|
| Zoning      | C-1                         | R-1/RM-2/R-3                  | C-1                 | R-3                         | PUD                     |
| Land Use    | Urban Living Center         | Urban Living Center/Urban Low | Urban Living Center | Urban Living Center         | Urban Medium            |
| Current Use | Vacant Commercial Structure | Residential                   | Commercial          | Independent Living Facility | Single-Family Dwellings |

**ZONING DESIGNATION****C-1, Local Commercial District**

This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational, and educational elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

**LAND USE DESIGNATION****Urban Living Center**

See attached Urban Living Center Land Use Category document.

**CHARACTER AREA DESIGNATION****Suburban Neighborhood Areas**

See attached Suburban Neighborhood Character Area document.

## **NEAREST PUBLIC PARK**

Canadian Trails Park is approximately 0.1 miles south of the subject property, and is accessible via sidewalks along Canadian Trails Drive.

## **PROCEDURAL REQUIREMENTS:**

### **PRE-DEVELOPMENT: PD26-17 June 25, 2026**

This request does not require a Pre-Development meeting, however, the applicant chose to have one to receive neighbor feedback. The applicant attended the June 25 Pre-Development meeting. Please see the attached summary.

## **REVIEW COMMENTS:**

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (\*) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items blue in these sections represent City Staff analysis.

## **CITY DEPARTMENTS**

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning\*
6. Utilities

## **FIRE DEPARTMENT**

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

## **BUILDING REVIEW**

Building codes and all applicable trades will be addressed at the building permit stage.

## **PUBLIC WORKS/ENGINEERING**

After approval of this rezoning, the applicant will submit a replat (final plat) to bring the property into compliance with the Subdivision Regulations.

## **TRANSPORTATION ENGINEER**

The Transportation Engineer has no comments for this existing developed lot.

## **PLANNING\***

## **ZONING CONSIDERATIONS**

### **SPUD, Simple Planned Unit Development**

The SPUD, Simple Planned Unit Development, is a special zoning district that provides

an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

- The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD narrative and a development plan map and contains less than five acres.
- The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety, and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

### **Uses Permitted**

In addition to the uses allowed by right in the C-1 District, the applicant is requesting one off-premises sign and light manufacturing and/or printing of billboard and signage materials. The light manufacturing and printing use will be in a fully enclosed space and the storage of materials and machinery will be screened.

### **Area Regulations**

Front Yard (fronting Canadian Trails Dr.): The minimum depth of the front yard setback shall be twenty-five (25') feet.

Side Yard: The minimum depth of the east side yard setback shall be five (5') feet. The minimum depth of the west side yard setback shall remain as existing, which is 55'.

Rear Yard: The minimum depth of the rear yard setback shall be five (5') feet.

### **Height Regulations**

Building height on the property shall be allowed up to 34'.

### **Landscaping**

Landscaping will meet Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended.

### **Parking**

Parking for the property will be as shown on the Site Plan. The site currently has 200 parking spaces; the proposal will lower the number of parking spaces to 111 and provide additional landscaping.

### **Lighting**

The proposed development will comply with Section 36-549, Commercial Outdoor Lighting Standards, as amended.

### **Signage**

The applicant is requesting one off-premises sign (billboard) in the northeast corner of the property, as shown on the Site Plan. The billboard will be limited to 400 square feet per side and a height of 35'. The proposed billboard will have sharp cut-off diode illumination. Any other signage will comply with the City of Norman's commercial signage standards in Chapter 28.

### **Screening**

There is an existing 6' masonry fence between the subject property and the properties to the west. The Site Plan shows a fence around the proposed company vehicle parking area south of the building. It states the fence will be a 6' masonry fence.

### **Exterior Materials**

The applicant proposes additions to the existing building on the property. The additions will have 80% masonry material, exclusive of all windows, doors, roofs, or glass.

## **AIM NORMAN LAND USE CONSIDERATIONS**

Please see the attached descriptions from the AIM Norman Land Use Plan.

### **Overarching General and Non-Residential Policies**

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies, as it proposes high-quality exterior building materials and parking, loading, and intake areas are located to the rear of the facility and screened from view from Canadian Trails Drive. The proposal will also improve the outdoor landscape elements of the existing development.

### **Suburban Neighborhood Policies**

The proposal is **consistent** with the Suburban Neighborhood policies, as it is retrofitting an existing commercial development and improving the site conditions with updated landscaping and exterior materials.

### **Urban Living Center (ULC) Land Use Policies**

The proposal is **consistent** with the following ULC Land Use policies:

- **Utility Access**

A full range of utilities are available and serve the subject property.

The proposal is **inconsistent** with the following ULC Land Use policies:

- **Site Design**
- **Building Types**
- **Transportation**
- **Public Space**

The applicant is requesting to relocate their company headquarters to the subject property. The subject property is currently a vacant commercial structure and large parking lot. The proposal is inconsistent with the Site Design, Building Types, and Transportation policies, however, the policies primarily relate to new subdivision and development. This project is reuse of an existing and vacant structure. While the applicant is reducing parking, the parking lot is still highly visible along street frontage and does not meet the AIM policies. The ULC Building Types policies state 4 to 5+ story buildings are common and single-use buildings are undesirable; these policies are also not applicable for developments utilizing existing structures and infrastructure. The applicant is proposing small courtyards near the entrance of the building; these will not be public spaces but will allow employees access to a green space.

### **Neighborhood and/or Special Area Plans**

This location is **not** within a Neighborhood or Special Planning Area.

## **UTILITIES**

### **AIM NORMAN PLAN CONFORMANCE**

Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.

### **SOLID WASTE MANAGEMENT**

Proposed development meets requirements for City streets and provides access for solid waste services.

### **WATER/WASTEWATER AVAILABILITY**

#### **Water Availability**

Adequate capacity within the water system exists to serve the proposed development.

#### **Wastewater Availability**

Adequate capacity within the wastewater system exists to serve the proposed development.

### **DISCUSSION:**

The proposed development does not meet many of the ULC Land Use policies, however, it is a redevelopment project for an existing and vacant structure and parking lot. The new use will reactivate the property and improve the aesthetic of the site. The applicant considered neighbors and surrounding uses when designing exterior components of the remodel by maintaining a large buffer to the west and ensuring any deliveries outside regular business hours will be away from the residential area.

### **CONCLUSION:**

Staff forwards this request for zoning to SPUD, Simple Planned Unit Development, and Ordinance O-2526-74 for consideration by City Council.

### **Attachment:**

Lindmark AIM Supporting Documents

### **PLANNING COMMISSION RESULTS:**

At their meeting on July 9, 2026, the Planning Commission recommended approval subject to a limitation to the windows on the west side of the addition being clerestory windows only, planting of greenery on the northwest corner consistent with the billboard sightline so as to shield from neighborhood view, and restricting trash compactor uses to the hours from 8 a.m. to 6 p.m., of Ordinance O-2526-74, by a vote of 5-0.

**During the Planning Commission meeting, there was discussion by the Planning Commission about the distinction between the on-premises versus off-premises use of the proposed billboard on this site. It was confirmed with the applicant that, though it would be used for on-premises training, it will also be utilized as an off-premises sign.**