



**CITY OF NORMAN, OK**  
**AIM NORMAN COMPREHENSIVE PLAN STEERING**  
**COMMITTEE**

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069  
Wednesday, October 09, 2024 at 5:30 PM

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**MINUTES**

**(Version B – IGiuffrida Proposed Edits)**

*The AIM Norman Comprehensive Plan Steering Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Multi-Purpose Room of the Adult Wellness & Education Center, on the 9<sup>th</sup> day of October, 2024, at 5:30 p.m., and notice of the agenda of the meeting were posted at the Norman Municipal Building at 201 West Gray, Adult Wellness & Education Center, 602 N. Findlay, and on the City website at least 24 hours prior to the beginning of the meeting.*

**CALL TO ORDER**

Inger Giuffrida called the meeting to order at 5:38 p.m.

**PRESENT STEERING COMMITTEE MEMBERS**

Amanda Nairn	Jim Adair
Charles Kuster	Lee Hall
Dan Bergey	Mitch Biesemeyer
Derek Rosendahl	Patrick Schrank
Inger Giuffrida	Richard McKown
Jayke Flaggert	Robert Castleberry

**PRESENT PARTNERS**

Chuck Thompson  
Brian Holderread

**ABSENT STEERING COMMITTEE MEMBERS**

Alex Lanphere  
Shavonne Evans

**ABSENT PARTNERS**

Andy Sherrer	Lawrence McKinney
Dan Schemm	Lucien Bridges
Derick Colwell	Nick Migliorino
John Johnson	Richie Splitt
Joyce Burch	Rod Cleveland
Julie Knutson	David Nimmo

**MINUTES**

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE MEETING  
MINUTES OF SEPTEMBER 11, 2024.

**Motion** by Patrick Schrank to approve the AIM Norman Comprehensive Plan Steering Committee meeting minutes of September 11, 2024; **Second** by Lee Hall.

Dan Bergey expressed concerns regarding the level of detail included in the minutes, as well as a request for the attendance of Steering Committee members and Partners to be separated in the future. Discussion regarding the desired level of detail within minutes followed. It was established that future minutes should be produced, not verbatim, but by including details on the specifics of conversation held.

***The motion passed unanimously with a vote of 12-0.***

## REPORTS

### 2. CO-CHAIRS REPORT.

Inger Giuffrida reported on the September 16<sup>th</sup> listening session that the Co-Chairs coordinated. Approximately 20-30 people attended to ask questions and express concerns regarding a perceived conflict of interest between the Turnpike and the Comprehensive Plan. Some common themes heard were:

- Residents feel overwhelmed by “everything happening at once (Turnpike, Rock Creek Entertainment District, and Comprehensive Plan).”
- The Comprehensive Plan should not show the turnpike on maps.
- Concern for the amount of perceived sprawl proposed in the Comprehensive Plan and fear for the loss of natural greenspace.
- Concerns about eminent domain as a result of the Comprehensive Plan. Co-chairs clarified that eminent domain will not be a result of the Comprehensive Plan.
- Feelings of mistrust towards City staff as a result of open record requests and subsequent social media distribution.
  - A perceived conflict of interest on behalf of consultant team Garver, who contract with the Oklahoma Turnpike Authority (OTA). Bret Cabiness, Garver, explained:
    - Garver is a large company with four offices in Oklahoma.
    - He has previously worked on the turnpike and with the OTA.
    - Garver is currently the corridor manager for the Turner Turnpike and design responsibilities for the Will Rogers Turnpike.
    - The AIM Norman consulting team does not have any design responsibilities with the planned routes in Norman.
    - When RDG/Garver were selected to be the consultants for the AIM Norman Comprehensive Plan, Cabiness recused himself from turnpike-related projects to work strictly with the Comp Plan.

Patrick Schrank updated the Steering Committee members on the Land Use working group’s work. He thanked Lee Hall, Richard McKown, Dan Bergey, Chuck Thompson, Robert Castleberry, and Mitch Biesemeyer for their efforts and informed the Committee that the group began on the west side of Norman and moved east discussing appropriate future land uses. There is still a lot of area, especially the core that they need to focus on. Schrank alluded to a future conversation for the Steering Committee regarding the 2045 Reserve.

### 3. SUB-COMMITTEE CHAIR REPORTS.

Amanda Nairn reported the Stormwater Sub-Committee will have their next meetings on October 15<sup>th</sup> and November 5<sup>th</sup>. Since the last meeting, they have been doing micro-committee work to be discussed at the October 15<sup>th</sup> meeting.

Bret Cabiness stated the Transportation Sub-Committee is tentatively scheduled to meet at the end of October. Consultants have been working on the document. Changes to the document must be made to accommodate the City Council decision regarding frontage roads along the proposed turnpike. An aviation micro-group meeting regarding the OU Aviation Master Plan resulted in policy recommendations to be discussed with the Sub-Committee.

Dan Bergey reported that the Water/Wastewater Sub-Committee will next meet on October 12<sup>th</sup>, and again in November. Current work focuses on scenarios for proposed Lift Station D.

Richard McKown stated that the Housing Sub-Committee met October 8<sup>th</sup> to review the draft Housing Plan. McKown stated the Sub-Committee recommended expanding upon information under Goal #3.

Lee Hall reported Parks staff are reviewing the Parks Plan, which is now available to Sub-Committee members for review before their next meeting in November.

Committee members had the opportunity to answer questions regarding the stormwater presentation from the September Steering Committee Meeting. A question about the influence of recharge areas was posed, with a recommendation from the Steering Committee that the recharge map be overlaid on the land use map, during planning, to ensure protection of these areas.

### 4. RDG REPORT OUT.

Amy Haase, RDG, provided a summary on the history of the 2045 Reserve Area of the Character Area Map:

- May – The Steering Committee worked in small groups, with one group making the recommendation for the 2045 Reserve to follow a more natural boundary. It was understood that there was a consensus amongst the Steering Committee behind this idea.
- June – The consultant team presented the Steering Committee with a map following a more natural boundary and solicited feedback via a mentimeter poll. Results of the poll and related discussion displayed that committee members felt the more natural boundary was appropriate, but that the eastern most boundary was too far east.
- July – The Consultant team held one-on-one meetings with Steering Committee members, met with staff, and developed the natural boundary 2045 Reserve Area which was then presented on a map in the September Steering Committee meeting.

Amy Haase reminded committee members of the draft status of the proposed 2045 Reserve Area and related Character Area Map. She explained that following the September meeting, City staff discussed how the Character Area Map could be simplified for clarity and ease of implementation.

Committee members requested information about the approval process for development projects and what role the Character Area Map would play in these processes. Haase

responded with information before stating that City staff will cover some of these concerns in the next item.

## DISCUSSION ITEMS

### 5. UPDATE FROM STAFF REGARDING CONSOLIDATION OF CHARACTER AREA MAP.

Jane Hudson described the intent behind the simplification of the Character Area Map – to provide for clarity and improve implementation.

Destiny Andrews presented on Character Areas, including:

- How City staff developed the idea for this simplification in response to the Steering Committee’s desire to ensure preservation of the character of Norman,
- How Character Areas, Land Use, and Zoning and Subdivision Regulations work together in the development process,
- How character is being defined by the proposed AIM Norman Character Areas,
- A proposed, simplified Character Area Map reflective of these definitions,
- Possible updates to strengthen policies within the Character Area narratives, and
- An idea for a proposed Site Plan Review Ordinance which would require projects of certain scales or meeting specific parameters to adhere to the Character Area policies.

**Committee members** thanked staff for explaining everything and stated that the explanation was helpful and felt the policies, as outlined in this manner, would allow City staff to describe how proposed projects do or do not meet the AIM Norman vision.

Committee members requested clarification on how Character Area policies can be enforced.

**A committee member** stated a desire to impact projects that do not go before City Council, posing a hypothetical where a project’s zoning is correct but the proposal is not reflective of Character Area policies. Staff responded with intent to reflect Character Area policies when updating the Zoning Code and Subdivision Regulations, as well as the potential Site Plan Review Ordinance’s potential to impact these situations.

Destiny Andrews described the intent of Character Areas to cultivate and maintain character over time, defined as how you move through an area, as well as the look and the feel of the built environment.

**Committee members** requested clarification on how stormwater management would be addressed in different areas of the City within the same Character Area. Staff responded that this would continue to be in line with current Character Area policies, in that they would be managed by the Stormwater Plan.

**RDG** announced that an online survey as well as the presentation from Staff would be sent to Committee members following the meeting, and encouraged the Committee members to ask questions, and review materials when providing feedback.

**Committee members asked how the Character Area Map information, the revised map and corresponding policies yet to be seen, would be discussed before going to the community as part of the November workshops.**

RDG shared the community workshops would be moved to December giving the Steering Committee time to review and discuss the revised Character Area Map and staff time to consolidate and revise the policies associated with each Character Area.

**MISCELLANEOUS COMMENTS**

There was no miscellaneous comments.

**ADJOURNMENT**

The meeting was adjourned at 8:00pm.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

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Inger Giuffrida, Co-Chair