



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

Adult Wellness & Education Center, 602 N Findlay, Norman, OK 73069  
Wednesday, November 13, 2024 at 5:30 PM

---

## MINUTES

The AIM Norman Comprehensive Plan Steering Committee of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session at the Adult Wellness & Education Center, on Wednesday, November 13, 2024 at 5:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

Shavonne Evans called the meeting to order at 5:34 p.m.

### ROLL CALL

#### PRESENT STEERING COMMITTEE MEMBERS

Alex Lanphere	Dan Bergey
Amanda Nairn	Charles Kuster
Inger Giuffrida	Jayke Flaggert
Lee Hall	Derek Rosendahl
Patrick Schrank	Jim Adair*
Shavonne Evans	Richard McKown**

#### PRESENT PARTNERS

Chuck Thompson  
Dan Schemm  
Scott Martin  
Brian Holderread\*\*\*

#### ABSENT STEERING COMMITTEE MEMBERS

Robert Castleberry  
Mitch Biesemeyer

#### ABSENT PARTNERS

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

\*Jim Adair arrived at 5:40 p.m.

\*\* Richard McKown arrived at 5:45 p.m.

\*\*\* Brian Holderread arrived at 5:40 p.m.

## MINUTES

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

AIM NORMAN COMPREHENSIVE PLAN STEERING COMMITTEE MEETING  
MINUTES OF OCTOBER 9, 2024.

The co-chairs requested that the minutes be postponed to the next meeting.

Dan Bergey thanked staff for correcting the minutes to show edits that had been requested at the previous meeting.

**Motion** by Amanda Nairn to postpone the minutes from the October 9, 2024 meeting to be approved at the December 12, 2024 meeting; **Second** by Patrick Schrank.

***The motion to postpone passed unanimously with a vote of 10-0.***

## REPORTS

2. CO-CHAIRS REPORT.

A. UNDERSTANDING OF TIMELINE AND PROCESS.

Inger Giuffrida asked members if they are willing to serve on the Steering Committee until the middle of 2025.

Jayke Flaggert asked a question regarding the policy regarding absences since the committee will be extending the time they are serving. Beth Muckala, Assistant City Attorney, clarified that it is in the Resolution that they could be subject to removal if they miss more than two meetings but that the Council would vote on this item. Ms. Muckala also stated that this has not been done before.

Steering Committee members had consensus on continuing to serve until March 2025.

3. SUB-COMMITTEE CHAIR REPORTS.

Jim Adair reported on the Transportation Sub-Committee with a focus on: aviation, parking, transit, and bridges.

Lee Hall stated the Parks Sub-Committee hopes to have approval on the document in December.

Dan Bergey stated their next meeting for Water/Wastewater Sub-Committee will be in December. Mr. Bergey also went over the short term and long term plans. Additionally, he thanked his staff and consultants for all their hard work.

Amanda Nairn stated the Stormwater Sub-Committee has met twice since the last Steering Committee meeting. Some of the topics covered were the WQPZ Ordinance, policy recommendations that they want to see in the Stormwater Master Plan, and updates to the goals that were outlined in the 2009 Master Plan.

Richard McKown stated the Housing Sub-Committee had their final meeting and recommended their document to the Steering Committee for approval. He thanked staff and consultants for all their hard work.

#### 4. RDG REPORT OUT ON PUBLIC ENGAGEMENT.

Amy Haase, RDG, reminded the Steering Committee members of the upcoming community engagements:

December 10<sup>th</sup> – 6:30-8:00pm at the YFAC, Young Family Athletic Center

December 11<sup>th</sup> – 11:00am-1:00pm at the Development Center, Conference Room A

### **DISCUSSION ITEMS**

#### 5. DISCUSSION REGARDING THE CHARACTER AREA MAP.

A. FEEDBACK FROM STEERING COMMITTEE MEMBERS TO STAFF PRESENTATION FROM OCTOBER MEETING.

B. CITY STAFF PRESENTATION ON CHARACTER AREAS.

Lora Hoggatt, Planning Services Manager, presented on the Character Areas and explained the differences between Character Areas, land use, and zoning.

Beth Muckala, Assistant City Attorney, explained that Character Areas are another tool in the land use plan. The Character Areas show another layer that applies the development principles in different areas of the City. It informs the regulations that Council will consider to place in the Subdivision Regulations and Zoning Ordinance updates.

Shannon Stevenson, Assistant City Manager, also stated that Character Areas become the most important in the interim where the City can have the plan adopted before getting the Zoning Ordinance updated.

Lora Hoggatt reviewed some general policy changes that were made across all the Character Areas.

Richard McKown stated in Classic Neighborhoods it is stated that all ground floor residential units should have a patio with sidewalk access to the primary street which would make an ADU impossible. Staff stated that they could add the words “primary structure” to clarify.

Steering Committee members had questions regarding how regulatory all the individual plans will be within the Comprehensive Plan. Ms. Haase explained that there are executive summaries for each Master Plan incorporated into the Land Use Plan.

Steering Committee members brought up that Stormwater is not writing policy but instead, making recommendations. They are not regulatory but guiding documents that will inform what regulations will be implemented.

Steering Committee members had some clarifying questions regarding the thought process behind lessening the number of Character Areas and if the items they wanted to protect would

still be protected. Staff responded that the more Character Areas there are, the more specific the policies would need to be even when they are right by each other.

Steering Committee members had concerns with having designation out east without a Zoning Ordinance to protect the WQPZ, Water Quality Protection Zone and the concern of leap frogging happening. Staff clarified that the current zoning regulations will still be in place during the interim to protect that from happening.

Staff brought up a few Corridor Character Areas

The first location is the Corridor Character Area along Indian Hills Road to extend to the furthest east interchange which would be 12<sup>th</sup> Ave NE and wanted to make sure the entire interchange is included.

The next location is the Corridors on Alameda and Highway 9. Staff previously heard that members wanted it to be pulled back to 48<sup>th</sup> instead of going out to the proposed turnpike.

Steering Committee members stated that 48<sup>th</sup> is a nice stopping point as 48<sup>th</sup> is a planned major corridor in the Transportation plan.

There was an overall consensus from the Steering Committee members on the consolidated map.

## 6. DISCUSSION REGARDING FLOODPLAIN REGULATIONS.

Jason Murphy, Stormwater Program Manager, presented on a few questions that were raised in regards to the Floodplain Ordinance. Currently the regulatory floodplain is the 100 year-flood and there were questions if it should be moved to the 500-year flood. Murphy stated there is no 500 year-flood plan and if there was one it could come with a lot of problems and changes.

Steering Committee members asked how often FEMA updates their floodplain map and how often it changes drastically. They update them once every 5 years and do so in sections depending on the watershed.

Steering Committee members had concerns in regards to the maps showing the WQPZ and the floodplain all together and suggested that they be labeled differently as they have different rules.

Scott Sturtz, Public Works Director, stated that the current floodplains are protecting more than we currently need and we should not change what is regulated by floodplain.

Inger Giuffrida asked if the Steering Committee members agreed on the Character Area Map with the ability to continue work on the language.

There was an overall consensus from the Steering Committee members on the Character Area Map.

## 7. DISCUSSION ON LAND USE WORKING GROUP PROGRESS.

### A. LAND USE WORKING GROUP PRESENTATION OF CHANGES TO THE DRAFT LAND USE MAP.

**B. RDG PRESENTATION REGARDING LAND USE WORKING GROUP CHANGES, INCLUDING CALCULATION ADJUSTMENTS.**

Patrick Schrank explained what the Land Use Working Group changed on the Land Use Map.

Steering Committee members thanked the Working Group for all their hard work and clarity that the presentation gave.

Staff asked if there was overall consensus with the map as it is with a couple of edits.

There was an overall consensus from the Steering Committee members on the Land Use Map.

Staff encouraged Steering Committee members to review the Land Use definitions and give any edits to staff.

Steering Committee members suggested the aquifer recharge map overlay on the Land Use Map.

**MISCELLANEOUS COMMENTS**

Amy Haase went over the December meetings including the Open Houses and Steering Committee meeting.

Steering Committee members asked questions regarding the Open Houses and how they are advertised and if the Steering Committee members should attend. Staff explained the various outreach methods used to advertise and encouraged Steering Committee members to attend.

**ADJOURNMENT**

**The meeting was adjourned at 8:00pm**

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

---

**Inger Giuffrida, Co-Chair**