CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/12/2026

REQUESTER: Riggins Ventures, LLC

PRESENTER: Greyson Williams, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-19: 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 GRANT SPECIAL USE FOR DWELLING UNITS WITH FOUR OR MORE BEDROOMS IN CCFBC, CENTER CITY FORM BASED CODE, FOR LOTS SIXTY-NINE (69) AND SEVENTY (70), IN BLOCK FOUR (4) OF STATE UNIVERSITY ADDITION IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND PROVIDING FOR THE SEVERABILITY THEREOF. (731 JENKINS AVE; WARD 4)

APPLICANT/REPRESENTATIVE	Riggins Ventures, LLC / Box Law Group, PLLC
LOCATION	731 Jenkins Ave
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (UR)
EXISTING LAND USE DESIGNATION	Urban High
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	CCFBC, Center City Form-Based Code, Urban Residential Frontage (URF) with Special Use for Dwelling Units with Four or More Bedrooms
PROPOSED LAND USE	No Change

SUMMARY:

The applicant, Riggins Ventures, LLC, is requesting Special Use for Dwelling Units with Four or More Bedrooms for the subject property at 731 Jenkins Ave. The requested Special Use is for an additional bedroom within the proposed unit design, bringing the bedroom count from three per unit to four per unit.

EXISTING CONDITIONS:

SIZE OF SITE: 0.16 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF	CCFBC, URF
Land Use	Urban High	Urban High	Urban High	Urban High	Urban High
Current Use	Multi-Family Residence	Single-Family Residence w/ADU	Multi-Family Residence	Multi-Family Residence	Multi-Family Residence

ZONING DESIGNATION

CCFBC, Center City Form-Based Code

The goal of the Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

The CCFBC shall be applied to new, infill development, and redevelopment within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

The creation of transit- and pedestrian-oriented development and redevelopment is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

LAND USE DESIGNATION

Urban High (UH)

See attached Urban High Land Use Category document.

CHARACTER AREA DESIGNATION
Core Neighborhood Areas
See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK
Legacy Trail is approximately 0.14 miles Northeast of the subject property with sidewalks access along Jenkins Ave and Duffy Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-25 October 22, 2026

The applicant attended the Pre-Development meeting for this application on October 22, 2026. Please see the attached Pre-Development meeting report.

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 in 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 permit review 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 during the permit review stage.

PUBLIC WORKS/ENGINEERING

No comments on this request.

TRANSPORTATION ENGINEER

No comments on this request as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

CCFBC, SEC. 704 Development and Performance Standards
J. Special Use for Dwelling Units with Four or More Bedrooms
In any BFS where residential use is permitted, dwelling unit(s) may contain four or more bedrooms upon approval of a Special Use Permit as follows:

1. This provision is applicable to new construction, including demolition and reconstruction, or an addition/alteration to existing construction adding at least one bedroom where the resulting structure is to contain four or more bedrooms in a residential dwelling unit(s);

2. This provision is not applicable to structures with four (4) or more bedrooms existing on or before the date O-1920-3 was enacted;

3. Where an existing structure already has four (4) or more bedrooms existing on or before the date O-1920-3 was enacted, but voluntarily seeks and is denied a Special Use Permit, denial alone will not render Section 704 (J) applicable unless an addition/alteration adding at least one more bedroom occurs per subpart (1) above.

The applicant requests Special Use to include four bedrooms per unit within their proposed development. Applicant will comply with all codes and standards set forth by the CCFBC, Building and Fire Codes, and development code.

AIM NORMAN LAND USE CONSIDERATIONS

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

Overarching General and Non-Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Non-Residential Character Area policies.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood goals of infill development that promote density and cultivating an accessible pedestrian centric environment.

Urban High (UH) Land Use Policies

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

- **Building Types**
- **Site Design**
- **Transportation network, Circulation & Access**
- **Utility Access**
- **Public Space**

The proposal is **consistent** with these Urban Land Use policies, as it is a multi-unit 3 story structure that is consistent in scale with the surrounding area. The site design promotes walking and provides connections for multiple transportation options. Utility access is in place and available.

Neighborhood and/or Special Area Plans

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

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal 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 site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is **consistent** with the policies of the AIM Norman Land Use Plan, as it proposes infill development of a multi-unit 3 story structure, promotes connectivity and walkability, and connects to existing utilities.

CONCLUSION:

Staff forwards this request for Special Use for Dwelling Units with Four or More Bedrooms and Ordinance O-2627-19 to the Planning Commission for consideration and recommendation to City Council.

Attachment:
731 Jenkins Ave AIM Documents