



CITY OF NORMAN, OK CITY COUNCIL STUDY SESSION

Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069

Tuesday, September 02, 2025 at 5:30 PM

MINUTES

The City Council Study Session of the City of Norman, Cleveland County, State of Oklahoma, met in Study Session in the Executive Conference Room in the Municipal Building, on Tuesday, September 02, 2025 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.

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

CALL TO ORDER

Mayor Holman called the meeting to order at 5:30 p.m.

AGENDA ITEMS

1. DISCUSSION REGARDING REGULATIONS FOR MOBILE FOOD TRUCKS AS IT RELATES TO HOUSE BILL 1076.

Presenter: Ms. Beth Muckala, Assistant City Attorney

Ms. Muckala provided an overview of recent state legislative updates impacting the City's regulation of mobile food vendors, specifically Oklahoma House Bill 1076, and 2459, effective November 1, 2025. The new law requires municipalities to issue local licenses only to mobile food vendors who already possess valid state licenses, ensuring consistency and compliance with state health department regulations.

Ms. Muckala explained that while the City of Norman's existing ordinances are largely in line with state requirements, minor revisions are necessary to align definitions and procedures. She noted that a redlined draft ordinance was provided to Council, showing wording updates and additions to ensure compliance.

Item 1, continued

Key provisions discussed included:

- Operational Locations:
- Mobile food vendors may operate on municipal property as permitted by the City.
- On private commercial property, vendors must have property owner permission, though the City cannot dictate the form of that permission.
- In residential areas, vendors may operate temporarily with the homeowner's consent, subject to time limitations under state law.

Zoning Considerations:

- Councilmembers discussed the absence of specific zoning provisions for food trucks within the current Land Use and Development Code. Ms. Muckala clarified that mobile vendors are permitted unless expressly prohibited and do not require the same zoning as fixed food establishments.

Public Property and Parking Permits:

- Discussion included the potential for metered parking passes or long-term leases allowing mobile food vendors to operate on City-owned lots, such as the parking lot on Asp Avenue or other downtown locations. Ms. Muckala noted that HB 1076 authorizes municipalities to develop such parking programs for a fee, and the Council expressed interest in exploring options for designated food truck spaces on public lots or along metered streets.

Definitions and Compliance:

- New definitions were added to the City's licensing ordinance to match state terminology, including "mobile food establishment," "pushcart," and "mobile food vendor." The City will also recognize state fire marshal inspections for vehicle safety compliance, replacing local inspections.

Permitted and Prohibited Actions:

- Municipalities may continue to regulate public safety issues such as noise, ingress/egress, and trash but may not impose additional health inspections, bonds, or limits on the number of licenses. Vendors operating on City property or during municipal events will be required to provide proof of additional insured coverage.

Ms. Muckala recommended updating the City's permit fee schedule to ensure compliance with HB 1076 which limits municipal fees to administrative cost recovery only. Proposed placeholder fees include:

- Annual permit: \$50
- One-day permit: \$20
- 30-day permit: \$30
- 180-day permit: \$40
- Park Food Vendor Permit: \$10

Item 1, continued

Renewal fees will mirror the original permit cost. Councilmembers discussed potential future fee adjustments through the upcoming review of all fees.

Ms. Muckala advised that if adopted in September, the ordinance amendments would take effect concurrently with the state law on November 1, 2025. Internal forms and systems will be updated to reflect state inspection and compliance verification requirements.

Council Discussion:

- Councilmembers Peacock, Grant, and Dixon engaged in detailed discussion regarding:
- Clarification of food truck operation in commercial and residential zones.
- Opportunities to incorporate food truck regulations in the upcoming zoning and subdivision code update.
- Potential to lease public parking spaces for long-term food truck use in downtown areas to support nighttime food options.
- Infrastructure needs such as power and water hookups to reduce generator noise and improve vendor experience.
- Interest in developing a food truck alley concept along select streets, such as Santa Fe Avenue.

Council consensus supported advancing the ordinance amendments for first reading, with additional committee-level discussion on parking lot leasing options, metered parking passes, and fee adjustments. Staff will also research state municipalities permit fees for comparison.

Further discussion to occur at committee level regarding long-term use of public parking spaces for food trucks and related infrastructure considerations.

ADJOURNMENT

The meeting adjourned at 6:04 p.m.

ATTEST:

City Clerk

Mayor