



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: November 3, 2025

REQUESTER: Catherine Gilarranz, Krittenbrink Architecture

PRESENTER: Anais Starr, Planner II/Historic Preservation Officer

ITEM TITLE: (HD 25-34) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE FOR THE FOLLOWING: A) THE INSTALLATION OF EIGHT-FOOT METAL SIDE AND REAR YARD FENCE.

BACKGROUND

Historical Information

1988 Chautauqua Historic District Survey Information:

485 College Ave. Circa 1935. This is a contributing Colonial Revival, two-story, weatherboard single dwelling. It has a gabled roof with a brick chimney on the north end. It does not have any porch or columns on the front, but there is a gabled wing that projects from the front of the house with a bay window. The siding has been clad with vinyl and the entry hood has been replaced.

485½ College Ave. Circa 1935. This non-contributing structure was originally built for automobile storage. It has a gable roof with no porch, chimney, or columns and has no discernible architectural style. Sometime after 1944, the exterior siding was clad with metal siding and the garage was converted to an accessory structure. The windows are metal while the door is wood panel. Due to alterations, this structure is considered non-contributing.

Sanborn Insurance Maps

The 1944 Sanborn Insurance Map shows the principal structure in its current location. An accessory structure is visible on the 1944 Sanborn Insurance Map, located where the front wing of the house currently stands. The 1944 Sanborn Insurance Map also shows an accessory structure situated along the southern property line in its current location and configuration.

Previous Actions

This property was designated part of the Chautauqua Historic District on August 14, 2018.

March 7, 2022 – The property owner requested a feedback session with the Commission about the removal of existing structures to accommodate the installation of a garage, swimming pool, greenhouse, and carport. The Commission stated that the demolition of a historic structure did not comply with the *Preservation Guidelines*.

June 3, 2024 – A Certificate of Appropriateness (COA) was approved for the following agenda items:

- a) Removal of existing front yard parking and reconfiguration of the driveway with either grasscrete or concrete.
- b) Installation of gutters on the house.
- c) Installation of gutters on the accessory structure.
- d) Replacement of existing windows with alternative material windows on the house.
- e) Replacement of existing windows with alternative material windows on the accessory structure.
- f) Installation of a new concrete walkway in the front yard with an additional leg from the northwest corner to the public sidewalk.

The Commission postponed the following requests to allow for revisions:

- g) Installation of a four-foot wrought iron fence with brick columns in the front yard.
- h) Installation of an eight-foot solid metal fence with brick columns in the sides.
- i) Installation of an eight-foot solid metal fence with brick columns in the rear yard.
- j) Installation of wrought iron gates over a driveway.
- k) Addition of a porch to the front façade of the house.
- l) Addition of a porch to the front façade of the accessory structure.
- m) Installation of a metal and glass sunroom to the rear of the house.
- n) Installation of a swimming pool and associated decking in the side yard; and
- o) Installation of new concrete walkways in the side and rear yards.

The Commission denied the request for the installation of front façade dormers.

June 7, 2025 – The applicant, Krittenbrink Architecture, requested a feedback session with the Commission to revisit possible exterior modifications to the principal structure, accessory structure, and the property. The Commission provided feedback on the proposed changes.

August 4, 2025 – A Certificate of Appropriateness (COA) was approved for the following agenda items:

- c) The removal of a window on the front elevation of the principal structure.
- d) The replacement of a door on the north side of the front room of the principal structure with a window.
- e) The moving of the existing window on the north side of the front room of the principal structure.
- f) The addition of a window on the north side of the front room of the principal structure.
- g) The replacement of a double window with a single window on the south side of the front room of the principal structure.
- h) The addition of a rear porch to the principal structure.
- i) The replacement of a bay window with a sliding glass door unit on the rear of the principal structure.
- j) The replacement of a door with a window on the rear of the principal structure.
- k) The re-opening of a window opening on the rear of the principal structure.
- l) The reconfiguration of windows and doors on the accessory structure.
- m) The installation of a stoop canopy on the north and west (front) sides of the accessory structure.
- n) The installation of walkways in the side and rear yards.

The Commission postponed the following agenda items to allow the applicant time to revise the drawings:

- a) replacement of the front stoop canopy on the principal structure.
- b) replacement and installation of wood shutters on the front and rear elevations of the principal structure.

September 8, 2025 – A Certificate of Appropriateness (COA) was approved for the installation of a front stoop canopy and shutters on the principal structure.

REQUESTS

a) The installation of an eight-foot metal side and rear yard fence.

Project Description

The property owner wishes to replace the existing eight-foot wood fence on the north side of the property with an eight-foot metal fence similar to the design of the metal fence along the south property line. The metal fence located adjacent to the south property line was installed by the adjacent property owner, OU Hillel. The applicant has submitted a site plan and pictures to illustrate the location and design of the proposed metal fence.

Reference

Historic District Ordinance

36-535.a.2.g: *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern-day uses and conveniences for their residents.*

Preservation Guidelines

3.16 Guidelines for Fences

The Historic District Commission will use the following criteria for review of a Certificate of Appropriateness (COA):

.1 Replacing Conforming Fences. *If an existing, conforming type of fence or wall is being replaced with one that is the same in material, height, placement, and style, a Certificate of Appropriateness is not required.*

.2 Materials. *Retain and preserve historic wall and fence materials that contribute to the overall historic character of a building. Acceptable materials for new fences and walls are wood, brick, stone, cast iron, iron, twisted wire, and painted aluminum that mimics the appearance of cast iron or iron fences. Vinyl is prohibited. A 4-foot chain link in the side or rear yards will be considered on a case-by-case basis.*

.3 Front Yard Fences. *Front yard fences taller than 4 feet are prohibited by the Norman Zoning Ordinance.*

.4 Side Yard Fences. *Side yard fences of up to 4 feet in height may be approved by Administrative Bypass. Side yard fences taller than 4 feet require a COA. Side yard fences taller than 6 feet are prohibited.*

.5 Rear Yard Fences. *Rear yard fences of a contemporary design or of non-traditional materials or of height greater than eight feet will be considered on a case-by-case basis. Such fences will be review for their impact to the historic structure and the District as a whole. The Norman Zoning Ordinance prohibits rear yard fences taller than 8 feet.*

.6 Fences on Corner Properties Adjacent to Alleys. *Fences on corner properties with alley*

access shall be located very carefully to maximize sight lines and minimize conflicts between alley traffic, pedestrians, and on-street traffic.

.7 Fence and Wall Materials. Fences or walls shall be constructed of wood, brick, stone, iron or cast or forged metal, stucco, or a combination of these materials. Stone or brick used in walls shall be compatible in size, scale, and style to that used elsewhere in the historic district, or typical of residential structures of this type, age, and location. No vinyl, cinder block, concrete block, or corrugated metal, may be used for fences or walls in historic districts. Chain link in the rear yard will be considered on a case-by-case basis.

.8 Colors and Finishes. Although paint color is not regulated by the Commission, it is strongly recommended that wood fences be stained or painted in colors and finishes appropriate to the style and period of the property and the district or left unfinished. No decorative murals shall be applied to fence or wall surfaces visible from the street.

.9 Finished Side Out. Fences or walls facing the street shall be constructed with the finished side out.

.10 Setback and Adjacent Property Tie-In. A fence 4 feet or less in height shall be set back a minimum of 1 foot from the inner edge of a public sidewalk. Where no sidewalk exists, fences shall be set back a minimum of 6 feet from the back of the curb or edge of pavement. If a fence exists on an adjacent property, the corner side yard fence shall tie into the existing fence.

Considerations/Issues

The Zoning Ordinance and the Preservation Guidelines define side yards as the area between the front edge and the back edge of the principal structure. The rear yard begins at the back edge of the principal structure and extends to the rear property line. The existing eight-foot wood fence starts at the north side of the house, which is the side yard, and extends east along the north property line, terminating behind the house, in the rear yard.

The *Preservation Guidelines* permit eight-foot rear yard fences to be considered on a case-by-case basis. The *Guidelines* prohibit fences taller than 6 feet in the side yard. However, this request is to replace an existing eight-foot wood fence with a fence of the same height but of a different material. The *Guidelines for Fences* state that metal is an allowed material. The *Guidelines* further state that the Commission can consider contemporary designs on a case-by-case basis.

The proposed eight-foot solid metal fence is not typical of fences seen in the Chautauqua Historic District. However, the proposed fence will have limited visibility from the front right-of-way. It should also be noted that this specific fence will be a much more permanent feature, unlike the typical wood stockade fences seen in the district. However, the applicant has received support from the property owner to the north, who shares this property line.

The Commission would need to determine whether the request for an eight-foot metal side and rear yard fence meets the *Preservation Guidelines* and if the proposed work is compatible with this historic structure and the Chautauqua Historic District.

Commission Action

Consideration of approval, rejection, amendment, and/or postponement of (HD 25-34) the Certificate of Appropriateness request for 485 College Avenue for the following modification: a) the installation of an eight-foot metal side and rear yard fence.