



CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, July 06, 2026 at 5:30 PM

MINUTES

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers at the Municipal Building, on Monday, July 06, 2026 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.

ROLL CALL

PRESENT

Commissioner Michael Zorba
Commissioner Jo Ann Dysart
Commissioner Karen Thurston
Commissioner Susan Skapik
Commissioner Tyler Burns
Commissioner Trent Baggett

ABSENT

Commissioner Mitch Baroff
Commissioner Kendel Posey

STAFF PRESENT

Anais Starr, Planner II/Historic Preservation Officer
Jeanne Snider, Assistant City Attorney III
Casey Mayo, CDBG Program Tech

GUESTS PRESENT

Sara Werneke, 434 Chautauqua Ave., Norman, OK
Julie Blacksten, 725 Juniper Ln., Norman, OK
Coreg Jungman, 642 S. Lahoma Ave., Norman, OK
C. Tanner & Michelle Miller, 325 Keith St., Norman, OK
Tracy Schumacher, 723 Juniper Ln., Norman, OK
Michael Givel, 2800 Barry Switzer Ave, Norman, OK

MINUTES

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

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF JUNE 1, 2026.

Motion made by Commission Skapik, **Seconded** by Commissioner Burns.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

June 01, 2026 Historic District Meeting Minutes were Approved.

CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 26-16) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 725 JUNIPER LANE FOR THE FOLLOWING MODIFICATIONS TO THE PRINCIPAL STRUCTURE: A) REPLACEMENT OF EXTERIOR DOORS; B) INSTALLATION OF 6' WOOD STOCKADE FENCES IN SIDE YARDS.

A) REPLACEMENT OF EXTERIOR DOORS

Motion made by Commissioner Thurston, to approve (HD 26-16) item A) Replacement of exterior doors, as submitted. **Seconded** by Commissioner Skapik.

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report.

Applicant Presentation

Julie Blacksten, the applicant, presented the proposed modifications.

Commissioner Thurston confirmed with the applicant the replacement door will be a solid wood door.

Public Comments

No public comments were received.

Commission Discussion

Commissioner Zorba stated the doors are attractive and fit the style of house and are compatible with the district.

Commissioner Thurston mentioned the deterioration on the current doors, as shown in the provided pictures.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

HD 26-16 item A) Replacement of exterior doors, was approved as submitted.

B) INSTALLATION OF 6' WOOD STOCKADE FENCES IN SIDE YARDS.

Motion made by Commissioner Burns to approve (HD 26-16) item B) Installation of 6' wood stockade fences in side yards, as submitted, **Seconded** by Commissioner

Thurston.

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report

Applicant Presentation

Julie Blacksten, the applicant, presented the proposed modifications.

Public Comments

Tracy Schumacher, resident of 723 Juniper Lane, gave public comment. Mrs. Schumacher raised concerns regarding the placement of the proposed fence, and the property line between her residence and that of the applicant. Mrs. Schumacher requested the Commission table the agenda item until a survey providing exact property lines can be provided by the applicant. Mrs. Schumacher stated she objects to the agenda item as presented.

Commission Discussion

Commissioner Zorba noted property lines are not within the jurisdiction of the Historic District Commission. Ms. Starr affirmed property lines are not within the City of Norman purview. The Commission vote would pertain to the approval of the fence, not exact fence placement.

Commissioner Burns and Commissioner Skapik both stated they would like to see the fence placement. They questioned how wide the fence would be that faces Juniper Lane.

Commissioner Thurston agreed with the discussion and would like to know width of fence between the house and property lines.

The applicant stated they are fine with a postponement.

Motion made by Commissioner Thurston to postpone (HD 26-16) item B) Installation of 6' wood stockade fences in side yards, as submitted, **Seconded** by Commissioner Burns.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

HD 26-16 item B) Installation of 6' wood stockade fences in side yard, as submitted, was postponed.

3. (HD 26-14) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AN AMENDMENT REQUEST TO CERTIFICATE OF APPROPRIATENESS (HD 25-01) FOR THE PROPERTY LOCATED AT 325 E KEITH STREET FOR THE FOLLOWING: A) THE SUBSTITUTION OF WOOD SIDING WITH HARDIE SIDING FOR ALL NEW ADDITIONS.

Motion made by Commissioner Dysart to approve (HD 26-14) item A) The substitution of wood siding with Hardie siding for all new additions, as submitted. **Seconded** by Commissioner Thurston.

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report.

Applicant Presentation

Mr. Miller, the applicant, presented the proposed modifications.

Commissioner Baggett asked when the original Certificate of Appropriateness was issued. The applicant responded that the original COA was approved in April of 2025. Commissioner Baggett asked why the applicant wanted to change what was approved. The applicant stated the house is under major renovation and the cost of custom wood siding was not incorporated when the renovation was planned.

The applicant informed Commissioner Thurston that the smooth side of Hardie board would be shown, when asked.

The applicant stated only new construction would have Hardie board, and very minimal could be seen from street view.

Public Comments

No public comments were received.

Commission Discussion

Commissioner Baggett questioned if the Commission would have approved Hardie board in the original Certificate of Appropriateness issued in April 2025.

Commissioner Thurston asked if wood and Hardie board at a corner would match.

Commissioner Zorba welcomed Sara Werneke with Old Home Rescue, to the podium to answer technical questions from the Commission.

Ms. Werneke stated wood and other non-wood products may work together when stacked on top of one another. Ms. Werneke warned against placing cementitious products directly up to wood, as it would cause natural wood to deteriorate.

Commissioner Zorba asked the applicant the price difference in wood siding versus Hardie board. Commissioner Thurston urged the Commission to steer clear of budgetary reasons.

Commissioner Thurston stated having wood on the front would leave space for corner expansion, and using Hardie board on the sides may be an acceptable compromise.

The applicant agreed to a floor amendment.

Motion made by Commissioner Thurston to amend (HD 26-14) to approve item A) The substitution of wood siding with Hardie siding, smooth side out for side and rear-facing surfaces, and vertical corner surfaces with wood siding for street facing surfaces as approved in April 2025. **Seconded** by Commissioner Skapik.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

The motion to amend HD 26-14 item A) The substitution of wood siding with Hardie siding, smooth side out for side and rear-facing surfaces, and vertical corner surfaces with wood siding for street facing surfaces as approved in April 2025 was approved.

Motion made by Commissioner Thurston to approve (HD 26-14) item A) The substitution of wood siding with Hardie siding, smooth side out for side and rear-facing surfaces, and vertical corner surfaces with wood siding for street facing surfaces as approved in April 2025, as amended. **Seconded** by Commissioner Skapik.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns

Voting Nay: Commissioner Baggett

The motion to approve HD 26-14 item A) The substitution of wood siding with Hardie siding, smooth side out for side and rear-facing surfaces, and vertical corner surfaces with wood siding for street facing surfaces as approved in April 2025 was approved, as amended.

4. (HD 26-15) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 434 CHAUTAUQUA AVENUE FOR THE FOLLOWING MODIFICATIONS: A) DEMOLISH EXISTING HISTORIC 1-CAR GARAGE AND 1-CAR CARPORT; B) CONSTRUCTION OF A NEW 2-CAR GARAGE; C) INSTALLATION OF A NEW CONCRETE DRIVEWAY.

Motion made by Commissioner Dysart to approve (HD 26-15) item A) Demolish existing historic 1-car garage and 1-car carport, as submitted. **Seconded** by Commissioner Burns.

A) DEMOLISH EXISTING HISTORIC 1-CAR GARAGE AND 1-CAR CARPORT

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report.

Applicant Presentation

Sara Werneke with Old Home Rescue, gave the applicant presentation.

Public Comments

Michael Givel, resident of 2800 Barry Switzer Ave., gave public comment.

Commission Discussion

Commissioner Thurston stated the conditions of the existing structure meet the conditions for demolition, citing Historic District Preservation Guidelines 2.4.4 and 2.4.4(B). Commissioner Burns agreed, stating that attempts to fix the existing structure risk the entire structure collapsing.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

HD 26-15 item A) Demolish existing historic 1-car garage and 1-car carport, was approved as submitted.

B) CONSTRUCTION OF A NEW 2-CAR GARAGE

Motion made by Commissioner Dysart to approve (HD 26-15) item B) Construction of a new 2-car garage, as submitted. **Seconded** by Commissioner Burns.

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report.

Applicant Presentation

Sara Werneke with Old Home Rescue, gave the applicant presentation.

Commissioner Thurston noted the garage door is metal and is not appropriate. A wooden door, or metal door with wood trim would be more appropriate. The applicant stated a door with wood trim would be feasible.

Commissioner Burns asked the applicant about the siding and where the wood siding would start. The applicant responded the structure will have a stem wall with a lead curb to prevent water penetration, and to prevent the perpetuation of rot occurring in the sills and studs.

Commissioner Thurston mentions that the applicant plans on reusing the windows but will have a new door. The applicant affirms the current door is rotted out. The new door will be a steel door with a composite trim and will have the same paneling proportions as a historic panel door.

Ms. Starr clarified this is for the entry door. The applicant affirms this is for the entry door that will not be visible from the public right of way.

Commissioner Skapik confirmed with the applicant that the siding will match the existing.

Commissioner Baggett asked the applicant why a wood entry door wasn't chosen. The applicant responded that the choice was made for maintenance purposes as the backyard floods heavily.

Commissioner Bagget mentioned 3.14.6 guideline that states wood doors are required unless there is documentation that other materials were historically used on a particular structure.

Ms. Starr mentioned 2.4.8(B) code states aluminum clad doors and windows are allowed for garages located on the alleyway or behind the rear of the elevation of the house, with no or limited visibility from the front right of way. The code makes no mention of steel doors. Ms. Starr stated the Commission has permitted steel doors in some instances in the past.

Commissioner Burns asked the applicant if the homeowners would want an entry door that matched the garage door styling. The applicant affirmed.

Public Comments

No public comments were received.

Commission Discussion

Commissioner Skapik mentioned the steel automobile door and the entry door being her only hesitation.

Commissioner Thurston asked if the existing and proposed overhead garage doors would match. The applicant affirmed.

The applicant also stated an aluminum-clad entry door would be possible.

Commissioner Thurston confirmed with the applicant the overhead doors will have sixteen squares.

Motion made by Commissioner Thurston to amend (HD 26-15) item B) Construction of a new 2-car garage with both overhead car doors to be smooth metal with composite wood trim containing sixteen squares, and an aluminum-clad exterior entry door, contingent on approval from the Board of Adjustment for the setback variance. **Seconded** by Commissioner Skapik.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

The motion to amend (HD 26-15) item B) Construction of a new 2-car garage with both overhead car doors to be smooth metal with composite wood trim containing sixteen squares, and an aluminum-clad exterior entry door, contingent on approval from the Board of Adjustment for the setback variance was approved.

Motion made by Commissioner Thurston to approve (HD 26-15) item B) Construction of a new 2-car garage with both overhead car doors to be smooth metal with composite wood trim containing sixteen squares, and an aluminum-clad exterior entry door, contingent on approval from the Board of Adjustment for the setback variance, as amended. **Seconded** by Commissioner Skapik.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

(HD 26-15) item B) Construction of a new 2-car garage with both overhead car doors to be smooth metal with composite wood trim containing sixteen squares, and an aluminum-clad exterior entry door, contingent on approval from the Board of Adjustment for the setback variance was approved, as amended.

C) INSTALLATION OF A NEW CONCRETE DRIVEWAY.

Motion made by Commissioner Thurston to approve (HD 26-15) item C) Installation of a new concrete driveway, as submitted. **Seconded** by Commissioner Burns.

Staff Report

Anais Starr, Planner II/Historic Preservation Officer, presented the Staff Report.

Applicant Presentation

Sara Werneke with Old Home Rescue, gave the applicant presentation.

Public Comments

No public comments were received.

Commission Discussion

The Commission briefly discussed this request meets the guidelines. Commissioner Thurston mentioned this does not overwhelm the backyard.

Voting Yea: Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Skapik, Commissioner Burns, Commissioner Baggett

(HD 26-15) item C) Installation of a new concrete driveway was approved, as submitted.

REPORTS/UPDATES

5. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE JUNE 1, 2026.

Anais Starr reported on active COAs as follows:

- 549 S. Lahoma Avenue – Mrs. Snyder gave an update on the current standing. Mrs. Snyder has spoken with the attorney handling the case and the property owner currently has a meeting scheduled with Old Home Rescue.
- 904 Classen Avenue – A code complaint has been submitted for this address for exterior material that has been removed since last fall with no active work. Applicant has been approved to replace existing siding.
- 607-609 S. Lahoma Ave - They have until 6/5/2028 to install remaining windows. No change from last month.

- 1320 Oklahoma Avenue - No change since last month.
- 467 College Ave – ADU work continues.
- 325 Keith Street – Work has started.
- 315 Castro Street – Garage has been completed.
- 502 Macy Street – Garage is almost complete.
- 508 Chautauqua Ave – The foundation has been poured.
- 720 S. Lahoma Ave – Same status as last month.
- 533 S. Lahoma Ave– Foundation has been poured.
- 735 S. Lahoma Ave– Work has not started.
- 452 S. Lahoma Ave – Work has not started. No change from last month.
- 413 S. Lahoma Ave – Building permit has been issued.

Anais Starr reported there have been no Administrative Bypass issued since June 01, 2026.

6. DISCUSSION OF PROGRESS REPORT REGARDING FYE 2025-2026 CLG GRANT PROJECTS.

Anais Starr discussed the progress report regarding FYE 2025-2026 CLG Grant Projects.

25-26 CLG Grant Projects

PROJECT 1: Educational Training - \$3,000

PROJECT 2: Memberships Dues for NAPC - \$150

PROJECT 3: Historic Tour Mobile App Maintenance - \$1,725

PROJECT 4: Lunch and Learn Windows Programs \$1,200

PROJECT 5: Biannual Education Postcard - \$1,800

TOTAL BUDGET OF CLG FUNDS - \$7,875

Ms. Starr explained she will be attending the NAPC Forum in Minneapolis July 22-26, 2026.

DISCUSSION

There was no discussion.

MISCELLANEOUS COMMENTS

Michael Givel, resident of 2800 Barry Switzer Ave., gave a comment about updating historical markers in Norman, and incorporating more historical markers in historic districts.

ADJOURNMENT

The meeting adjourned at 8:13 p.m.