



CITY OF NORMAN, OK
PLANNING COMMISSION MEETING - AMENDED
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Thursday, March 14, 2024 at 6:30 PM

MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 14th day of March, 2024.

Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <https://norman-ok.municodemeetings.com> at least twenty-four hours prior to the beginning of the meeting.

Chair Erica Bird called the meeting to order at 6:32 p.m.

ROLL CALL

PRESENT

Cameron Brewer
Steven McDaniel
Liz McKown
Chair Erica Bird
Doug McClure
Jim Griffith
Maria Kindel

ABSENT

Michael Jablonski
Kevan Parker

A quorum was present.

STAFF PRESENT

Lora Hoggatt, Planning Services Manager
Roné Tromble, Admin. Tech. IV
Beth Muckala, Assistant City Attorney
Bryce Holland, Multimedia Specialist
Awet Frezgi, Traffic Engineer
Paul D'Andrea, Capital Projects Engineer

CONSENT ITEMS

Minutes

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES OF THE FEBRUARY 8, 2024 REGULAR PLANNING COMMISSION MEETING.

Motion made by McDaniel, seconded by Kindel, to approve the Minutes of the February 8, 2024 Planning Commission meeting as presented.

Voting Yea: Brewer, McDaniel, McKown, Bird, McClure, Griffith, Kindel

The motion to adopt the February 8, 2024 Planning Commission minutes as presented was adopted by a vote of 7-0.

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NON-CONSENT ITEMS

Rose Rock School SPUD

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2324-41: 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 REMOVE LOT ONE (1), BLOCK ONE (1), OF ROSE ROCK SCHOOL ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1515 WEST MAIN STREET)

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Location Map
3. SPUD Narrative
4. Final Site Development Plan

PRESENTATION BY STAFF: Lora Hoggatt reviewed the staff report, a copy of which is filed with the minutes.

PRESENTATION BY THE APPLICANT: Brent Swift, 1112 Whispering Pines Drive, is a member of the Board of Rose Rock School. They would like to increase the number of students. They plan to remodel the garage to turn it into classroom space, and add a carport for the residents of the house. The yome will be used for music, teaching, and crafts.

Ms. McKown asked how many students are currently enrolled. Mr. Swift replied there are 54.

Ms. Bird asked for more information about the yome. Mr. Swift explained it is a semi-permanent structure, tent material with windows and doors, over a floating deck.

Ms. Bird asked about the underground greenhouse space. Mr. Swift explained that it will be a mix between a greenhouse and a subterranean hydroponic space to repurpose the existing pool and use it as a teaching tool.

AUDIENCE PARTICIPATION: None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Motion made by Kindel, seconded by Griffith, to recommend adoption of Ordinance No. O-2324-41 to City Council.

Voting Yea: Brewer, McDaniel, McKown, Bird, McClure, Griffith, Kindel

The motion to recommend adoption of Ordinance No. O-2324-41 to City Council passed by a vote of 7-0.

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Daws Street ROW Closure

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2324-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A PORTION OF THE DAWS STREET RIGHT-OF-WAY, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Location Map
3. Ordinance No. O-2324-43
4. Request to Close Daws Street at the North Porter Intersection
5. Updated Staff Report, Ordinance, and Additional Easement Map & Description

PRESENTATION BY STAFF: Beth Muckala reviewed the staff report, a copy of which is filed with the minutes. We received a protest letter which represents 1.7% of the notification area.

Mr. Brewer asked if there will be any change to the area. Ms. Muckala responded that it is already fully constructed as planned.

Ms. Bird asked if this will go forward to vacate the right-of-way. Ms. Muckala responded that the private properties have the option at any time to do that once the property has been closed by the City; the City will not necessarily be a part of the vacation action, but would be named as a defendant and make sure we're reserving the easements as already agreed.

AUDIENCE PARTICIPATION:

Brenda Kimmel, 309 E. Daws Street, said a school bus or sanitation truck cannot make it around the cul-de-sac without backing up and turning. She would like to have a sound barrier put up to cover the ugliness that she looks at. She would like it to be left open to Porter Avenue; 50% of Van's customers use the drive-thru and exit onto Porter. Originally there was going to be trees, plants and a bench.

Denise Clear, 3300 Fireside Circle, representing Don's Mobile Lock Shop. They did not request the closure of Daws; that was all done by the City and part of the project. Their parking lot was requested by the City to be one way in from Acres and exit onto Daws and it has become a mess; people go the wrong direction and use it as a street. The only signs are ones that she put up. The closure of Daws has hurt their business. They do not oppose the closure of the right-of-way.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Ms. Kindel commented that she has gone to Don's and her car was almost hit by two cars trying to figure out which way they were supposed to go, and it was confusing for her to leave. She agrees there needs to be signage.

Mr. Brewer goes to Don's and sometimes gets confused where he is supposed to go. Signage would help direct traffic.

Ms. Bird pointed out that the matter before the Commission is only the right-of-way closure, and does not extend to signage and walls, etc. She encouraged the City to hear the comments that have been made and work toward a solution.

Motion made by Brewer, seconded by McClure, to recommend adoption of Ordinance No. O-2324-43 to City Council.

Voting Yea: Brewer, McDaniel, McKown, Bird, Griffith

Voting Nay: McClure, Kindel

The motion to recommend adoption of Ordinance No. O-2324-43 to City Council passed by a vote of 5-2.

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Sooner Village 2025, PUD and Preliminary Plat

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION NO. R-2324-76: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION EIGHT (8), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE INDUSTRIAL DESIGNATION AND PLACE THE SAME IN THE MIXED USE DESIGNATION AND CHANGE APPROXIMATELY 11.5 ACRES FROM FUTURE URBAN SERVICE AREA TO CURRENT URBAN SERVICE AREA. (SOUTHEAST CORNER OF HIGHWAY 9 AND JENKINS AVENUE)

ITEMS SUBMITTED FOR THE RECORD:

1. Continuance Memo
2. Request for Continuance

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2324-28: 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 REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION EIGHT (8), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (SOUTHEAST CORNER OF HIGHWAY 9 AND JENKINS AVENUE)

ITEMS SUBMITTED FOR THE RECORD:

1. Continuance Memo
2. Request for Continuance

6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2324-10: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY HIGHWAY 9 JENKINS M&J INVESTMENTS, L.L.C. (CRAFTON TULL) FOR SOONER VILLAGE, A PLANNED UNIT DEVELOPMENT FOR 56.54 ACRES OF PROPERTY GENERALLY LOCATED AT THE SOUTHEAST CORNER OF HIGHWAY 9 AND JENKINS AVENUE.

ITEMS SUBMITTED FOR THE RECORD:

1. Continuance Memo
2. Request for Continuance

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Motion made by Kindel, seconded by Griffith, to postpone Resolution No. R-2324-76, Ordinance No. O-2324-28, and PP-2324-10 to the May 9, 2024 Planning Commission meeting.

Voting Yea: Brewer, McDaniel, McKown, Bird, McClure, Griffith, Kindel

The motion to postpone Resolution No. R-2324-76, Ordinance No. O-2324-38, and PP-2324-10 to the May 9, 2024 Planning Commission meeting passed by a vote of 7-0.

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Carroll Farm 2025, PUD, and Preliminary Plat

7. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION NO. R-2324-126: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION ELEVEN (11), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN (I.M.), CLEVELAND COUNTY, OKLAHOMA, FROM THE OFFICE DESIGNATION AND PLACE THE SAME IN THE COMMERCIAL DESIGNATION. (East of 36th Avenue N.W., North of W. Tecumseh Road, and West of I-35)

ITEMS SUBMITTED FOR THE RECORD:

- 1. Continuance Memo
- 2. Request for Continuance

8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2324-42: 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 REMOVE PART OF THE SOUTHWEST QUARTER (SW/4) OF SECTION ELEVEN (11), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (East of 36th Avenue N.W., North of W. Tecumseh Road, and West of I-35)

ITEMS SUBMITTED FOR THE RECORD:

- 1. Continuance Memo
- 2. Request for Continuance

9. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2324-15: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY CARROLL FARM, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR CARROLL FARM ADDITION, A PLANNED UNIT DEVELOPMENT FOR PROPERTY GENERALLY LOCATED East of 36th Avenue N.W., North of W. Tecumseh Road, and West of I-35.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Continuance Memo
- 2. Request for Continuance

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Motion made by Kindel, seconded by Griffith, to postpone Resolution No. R-2324-126, Ordinance No. O-2324-42, and PP-2324-15 to the April 11, 2024 Planning Commission meeting.

Voting Yea: Brewer, McDaniel, McKown, Bird, McClure, Griffith, Kindel

The motion to postpone Resolution No. R-2324-126, Ordinance No. O-2324-42, and PP-2324-15 to the April 11, 2024 Planning Commission meeting passed by a vote of 7-0.

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MISCELLANEOUS COMMENTS OF PLANNING COMMISSION AND STAFF

10. Discussion regarding changes to or establishment of meeting times or other rules and regulations for the orderly transaction of Planning Commission business.

Ms. Muckala reported that there is no ordinance setting the meeting times for Planning Commission. The general provisions applicable to boards and commissions provide certain administrative measures. Specifically, 2-304 provides guidance for internal organization which gives each appointed board or commission the power to adopt such rules and regulations for the orderly transaction of its own business. Essentially, the Planning Commission would choose the time, staff would confirm the availability of City facilities for the meeting at that time, and then prepare a Resolution for the Planning Commission to vote on. Meeting times are posted in advance, so time would need to be allowed for that to happen to meet the Open Meetings Act.

Ms. Bird suggested it would be good not to have two public meetings at the same time. There is a City Council committee meeting that meets the same days as Planning Commission at 4:00 p.m., although not in Council Chambers.

Mr. Holland commented that we are only able to live stream one meeting at a time. The Council committee meetings, which start at 4:00 p.m., and Planning Commission are live-streamed. He needs about 15 minutes between meetings to get the change set up.

Ms. Bird asked if the live-stream is part of our compliance with the Open Meetings Act. Ms. Muckala responded that it is not. It is our policy to provide it, and people expect it.

Mr. Griffith suggested a start time of 5:30 p.m. Mr. McDaniel supported that time. Mr. Brewer noted that Historic District Commission moved their start time from 6:00 to 5:30 when he was on that commission. Ms. Bird commented that she thinks a time after 5:30 allows more people to be able to attend the meetings.

Ms. Bird asked that the Director discuss this with staff and get their feedback for the next meeting.

Ms. Hoggatt noted there are new questions on the AIMNorman.com website about wastewater.

ADJOURNMENT

There being no further business and no objection, the meeting adjourned at 7:23 p.m.

Planning Commission