**CITY OF NORMAN, OK**

# STAFF REPORT

**MEETING DATE:** 10/28/2026

**PRESENTER:** Logan Gray, Planner II

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2627-4: CLIFFORD & MICHELLE MARSH REQUEST A VARIANCE OF 5.7' TO THE REQUIRED 25' FRONT YARD SETBACK TO SECTION 36-514(C)(1) FOR A PRINCIPAL BUILDING FOR THE PROPERTY LOCATED AT 1919 PIN OAK CIRCLE.

| | |
|---|---|
| **APPLICANT** | Clifford and Michelle Marsh |
| **LOCATION** | 1919 Pin Oak Circle |
| **ZONING** | R-1, Single-Family Dwelling District |
| **REQUESTED ACTION** | Variance of 5.7' to the required 25' front yard setback, Section 36-514(c)(1), for an addition to the principal structure. |
| **SUPPORTING DATA** | Detailed Justification Form<br>Boundary Survey<br>Site Plan<br>Aerial Photography<br>Location Map |

## SYNOPSIS:

This application is for a variance of 5.7' to the required 25' front yard setback of the R-1, Single-Family Dwelling District, Section 36-514(c)(1), for a 102 SF addition to the existing single-family dwelling at 1919 Pin Oak Cir. The proposed addition is an expansion of the existing primary bathroom.

## APPLICABLE ZONING ORDINANCE PROVISIONS:

### Section 36-514(c)(1)

*Front yard*. All buildings shall be set back from street right-of-way lines to comply with the following front yard requirements:

a. **The minimum depth of the front yard shall be 25 feet.**
b. When a lot has double frontage, the front yard requirements shall be provided on both streets, unless a limits of no access has been established across the rear of the lot.

**VARIANCE CRITERIA PER NCC SECTION 36-570(k):**

A variance is a "relaxation of the terms of" the Zoning Ordinance that may be allowed where it is not contrary to the public interest and literal enforcement would result in **unnecessary hardship** to the applicant. From the terms of this ordinance, a variance shall not be granted by the Board of Adjustment unless and until:

(1) An applicant shall submit to the Board of Adjustment a written application indicating:
  (a) That **special conditions and circumstances exist that are peculiar to the land, structure, or building** involved and are not applicable to other lands, structures, or buildings in the same district;
  (b) That the literal interpretation of the provisions of this ordinance would deprive the applicant of **rights commonly enjoyed by other properties in the same district** under the terms of this ordinance;
  (c) That the special conditions and circumstances **do not result from the actions of the applicant**;
  (d) That granting the variances requested **will not confer on the applicant any special privilege** that is denied by this ordinance to other lands, structure, or buildings in the same district;

**No non-conforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of lands, structures, or buildings in other districts, shall be considered grounds for the issuance of a variance.**

Where an applicant has demonstrated an unnecessary hardship, variances should be narrowly tailored by the Board of Adjustment so as to only alleviate the hardship and not confer special privileges upon the applicant.

**DISCUSSION:**

The applicant wishes to expand the existing primary bathroom by 102 SF, which would encroach on the 25' front yard setback by 5.7'. The proposed addition meets the 5' side yard setback requirement and would not exceed the allowed 65% impervious coverage amount.

The applicant claims that the bathroom's current layout requires updating to better utilize the space, and that the proposed addition would add value to the dwelling. The applicant also claims that while the addition could be located on the south side of the house to comply with the front yard setback, doing so would require costly and extensive relocation of mechanical equipment and an approximately 145 SF shed.

Staff believes that while inconvenient, relocating these features to accommodate an addition on the south side of the dwelling is still a viable option and does not constitute a hardship. Additionally, staff does not believe there are any conditions unique to the subject property that

would necessitate placing the addition within the 25’ front yard setback, and that doing so would confer a privilege to the applicant that is not afforded to other property owners within the R-1, Single-Family Dwelling District.

**CONCLUSION:**

Staff recommends denial of this request for a 5.7’ variance to Section 36-514(c)(1) and BOA-2627-4.