



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/13/2026

REQUESTER: Phil Hollingsworth

PRESENTER: Kelly Abell, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-3: 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 THE TRACT OF LAND IN THE NORTHEAST 2.78 FEET OF LOT 5 AND ALL OF LOT 6, BLOCK 29, OF THE ORIGINAL TOWN OF THE CITY OF NORMAN, CLEVELAND COUNTY, STATE OF OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT, AND PLACE SAME IN THE R-3, MULTIFAMILY DWELLING DISTRICT, AND PROVIDING FOR THE SEVERABILITY THEREOF. (404 E SYMMES; WARD 4)

APPLICANT/REPRESENTATIVE	Phil Hollingsworth
LOCATION	404 E Symmes
WARD	4
CORE AREA	Yes
EXISTING ZONING	C-2, General Commercial District, and Porter Corridor Zoning Overlay District
EXISTING LAND USE DESIGNATION	Urban Low
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	R-3, Multifamily Dwelling District

PROPOSED LAND USE

No Change

SUMMARY:

The applicant, Phil Hollingsworth, is requesting to rezone the subject property to the R-3, Multifamily Dwelling District. The request will incorporate the existing residential driveway into the same zoning district as the dwelling it services. A lot line adjustment will be required after rezoning to create two lots, one for each zoning district and use.

EXISTING CONDITIONS:

SIZE OF SITE: 0.90 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	C-2	R-3	R-3	C-2	C-2
Land Use	Urban Low	Urban Low	Urban low	Urban Low	Urban Low
Current Use	Residential	Residential	Residential	Residential	Commercial

ZONING DESIGNATION

C-2, General Commercial District

This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

LAND USE DESIGNATION

Urban Low

See attached Urban Low Land Use Category document.

CHARACTER AREA DESIGNATION

Core Neighborhood Areas

See attached Core Neighborhood Character Area document.

NEAREST PUBLIC PARK

June Benson Park is approximately 0.3 miles west of the subject property and is accessible via sidewalks along Porter Avenue to Alameda Street.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT:

This property is platted as Original Townsite and does not exceed 40 acres; therefore, a Pre-Development meeting with neighboring property owners was not required.

REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items in blue in these sections represent City Staff analysis.

CITY DEPARTMENTS

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning
6. Utilities

FIRE DEPARTMENT

Any code items will be addressed during the building permit stage. For code details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

Building codes and all applicable trades will be addressed at the building permit stage

PUBLIC WORKS/ENGINEERING

The property is platted as part of the Original Townsite. To split the property into two lots, the applicant will be required to complete a Lot Line Adjustment after zoning approval.

TRANSPORTATION ENGINEER

The Transportation Engineer made no comments as the property is already platted.

PLANNING

ZONING CODE CONSIDERATIONS

R-3, Multifamily Dwelling District

The R-3 district is designed to allow for higher densities of residential development. Bulk standards and development regulations in this district have been designed to promote compatibility with adjacent residential uses of lower densities.

The subject property is part of a split zoned property. The portion currently zoned R-3 is legal non-conforming for setbacks. Any additional development would be required to meet

R-3 standards. Please see the Section 36-520 R-3, Multifamily Dwelling District, regulations attached. The property is currently developed with a single-family home, which requires two parking spaces. If it should be redeveloped as a two-family dwelling, two spaces per unit would be required. If it should redevelop as a multifamily structure, 1.2 spaces per dwelling unit would be recommended. There are no applicable zoning requirements for landscaping, lighting, or exterior materials for the existing single-family dwelling. A multifamily development would require full cut-off exterior lighting and landscaping for parking over six spaces.

AIM NORMAN LAND USE CONSIDERATIONS

Please see the attached descriptions from the AIM Norman Land Use Plan.

Overarching General and Residential Character Area Policies

The proposal is **consistent** with the Overarching General and Residential Character Area policies, as it will retain the current site improvements. The existing dwelling contributes to the overall variety of housing types, sizes, and densities in the surrounding area.

Core Neighborhood Character Area Policies

The proposal is **consistent** with the Core Neighborhood policies, as it maintains the established development pattern by retaining the property's existing residential use while aligning its zoning designation.

Urban Low Land Use Policies

The proposal is consistent with the following ULC Land Use policies:

- **Building Types**
- **Site Design**
- **Transportation**
- **Public Space**

The proposal is **consistent** with the Urban Low Land Use Designation, as it retains the existing single-family residential use, contributing to the variety of housing types within the surrounding neighborhood. No redevelopment of the site is currently proposed; the existing building, site layout, setbacks, access, circulation, utility connections, and pedestrian connectivity will remain unchanged. As a result, the proposal maintains the established character of the neighborhood while remaining compatible with the intent of the Urban Low Land Use Designation.

While R-3 is not a supported zoning district in the Urban Low Land Use designation, it is compatible with the surrounding area, much of which is also under the R-3 zoning district.

Neighborhood and/or Special Area Plans

This location **is** within the Central Norman Neighborhoods Study Area.

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the site.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the site.

DISCUSSION:

The proposal is largely consistent with the AIM Norman Land Use Plan and policies, as it retains the existing site improvements. While the proposed zoning district is not supported by the Urban Low Land Use Category, it is compatible with the surrounding area and is only intended to align the subject tract's zoning with that of the adjacent residential use which it services.

CONCLUSION:

Staff forwards this request for rezoning from C-2, General Commercial District, to R-3, Multifamily Dwelling District, and Ordinance O-2627-3 to the Planning Commission for consideration and recommendation to City Council.

Attachment:

Section 36-520 R-3, Multifamily Dwelling District
404 Symmes AIM Supporting Documents