CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: November 2, 2026

REQUESTER: Samson Adeoye, Legends Construction II, LLC

PRESENTER: Anais Starr, Planner II/Historic Preservation Officer

ITEM TITLE: (HD 26-27) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 916 CLASSEN BOULEVARD FOR THE FOLLOWING MODIFICATIONS: A) DEMOLITION OF THE EXISTING GARAGE; B) CONSTRUCTION OF A GARAGE APARTMENT; C) INSTALLATION OF DRIVEWAY AND PARKING PADS.

Background

Historical Information

2004 Miller Historic District Nomination Survey Information:

916 South Classen Boulevard. Ca. 1946. Prairie School. This contributing, two-story, asbestos-clad, single dwelling was moved to this site in about 1946. According to the survey file, the house was moved from Ada, Oklahoma. The house has a poured concrete foundation and an asphalt-covered, gable-on-hip roof. The non-historic metal windows are one-over-one hung with fixed single pane windows in the second floor facade. The wood door is glazed paneled. The one-story entry porch has a hipped roof supported by square, wood columns, new since 1988. Other exterior features include a one-story sunroom on the south side. Decorative details include ridge cresting, double windows and a belt course.

Sanborn Insurance Map Information

The 1944 Sanborn Map does not show the present-day house or garage because the house was moved here in 1946.

Previous Actions

October 3, 2016 – The Commission approved a Certificate of Appropriateness (COA) for the installation of a new front door, front porch decking and railings, and a business sign to be located on the front of the principal structure.

Overall Project Description

The applicant has recently purchased this property and proposes replacing the deteriorated garage with a garage apartment. To accommodate the additional dwelling unit, the applicant also proposes expanding the driveway and adding parking pads.

The applicant has submitted a structural report with pictures documenting the deteriorated state of the garage. The applicant also submitted a site plan and elevation drawings showing the proposed garage apartment. The applicant proposes replacing and extending the existing driveway and adding two parking pads.

Zoning Designation: This property's current zoning designation is R-3, Multifamily Dwelling District. This zoning designation allows for a single-family dwelling and a garage apartment. This property is located in the Core Area and must abide by Core Area Parking Regulations. The property is also located in the Central Norman Zoning Overlay District (CNZOD). The four-bedroom proposal requires the applicant to seek Special Use for a Dwelling Unit with Four or More Bedrooms through City Council.

REQUESTS

a) Demolition of the existing garage.

Project Description:

As stated under "Overall Project Description" of this report, the applicant proposes to demolish the existing non-contributing garage located at the end of the driveway in the rear yard. The existing garage has a 360-square-foot footprint. The applicant proposes to construct a garage apartment in the same location.

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.

36.535.c.3: **Reviewing non-contributing structures.** Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.

2.4 Guidelines for Garages

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

.1 Preserve Historic Garage Structures. Retain and preserve garages in their original locations and configurations. Even if the function changes, the exterior appearance shall remain the same.

.**4 Request for Garage Demolitions**. A request to demolish a historic garage will utilize the following in determining the eligibility for demolition:

a. An existing structure of architectural or historical significance shall be retained if repairs are reasonably possible.

b. An existing structure is dilapidated, leaning, lacking a solid foundation, or of substandard construction, it may be eligible for demolition

c. An existing structure is 240 square feet or less, it may be eligible for demolition.

d. An existing structure was built after the period of significance; it may be eligible for demolition.

e. The removal of existing historic structure will enable access to the rear yard where no access currently exists; it may be eligible for demolition.

Issues and Considerations:
The 2004 Miller Historic District Nomination Survey does not indicate the age of this accessory structure. The 1944 Sanborn Insurance Map does not show this structure, indicating it was built after 1944 and is considered non-contributing to the Miller Historic District due to insufficient age.

Section 2.6.4 of the Guidelines for Accessory Structures less than 400 Square Feet provides five criteria for Commissioners to use in determining if an accessory structure is eligible for demolition.

Regarding the demolition criteria, staff has the following comments:

a. An existing structure of architectural or historical significance shall be retained if repairs are reasonably possible.

This structure is not historically significant because it was built after the Miller Historic District's period of significance.

b. An existing structure is dilapidated, leaning, lacking a solid foundation, or of substandard construction; it may be eligible for demolition.

The structure shows significant signs of deterioration, and the applicant has supplied a structural report with pictures to demonstrate it for the Commission's consideration.

c. An existing structure is 240 square feet or less; it may be eligible for demolition.

The existing structure is 360 square feet, more than the 240 square feet listed in this criterion. However, 360 square feet is still not an adequate size to accommodate a modern-day vehicle.

d. An existing structure was built after the period of significance; it may be eligible for demolition.

The structure was built sometime after 1944, after the Miller Historic District's period of significance.

e. The removal of existing historic structure will enable access to the rear yard where no access currently exists; it may be eligible for demolition.

Removing this structure would allow construction of a modern garage.

The Commission needs to determine whether the demolition of this non-contributing garage meets the Preservation Guidelines and is compatible with the surrounding district.

Commission Action:
Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request (HD 26-27) for the property located at 916 Classen Boulevard for the following modification: a) demolition of the existing garage.

REQUEST

b) Construction of a garage apartment.

Project Description:
As noted under the "Background" section of this report, this property is zoned R-3, Multifamily Dwelling District, which allows for a garage apartment. Additionally, the applicant must request a Special Use for Dwelling Unit with Four or More Bedrooms as required by the Central Norman Zoning Overlay District.

If the demolition request for the existing garage is approved, the applicant proposes to construct a garage apartment with a footprint of 38'2" by 32' and an approximate square footage of 1,129. The submitted elevation drawing proposes six-inch pine siding. The elevation drawing shows pairs of one-over-one windows, but no specification sheets were submitted. The garage apartment is proposed at the end of the driveway in the rear yard. The garage portion of the structure will be approximately 500 square feet. Additionally, the plan includes driveway and parking pads between the front of the garage and the rear of the house. The plan also includes two additional parking spaces in the front yard adjacent to the driveway. The site plan proposes the garage apartment set back 20 feet from the rear property line and 5 feet from the side property lines, in compliance with the zoning ordinance. The submitted site plan lists the impervious surface coverage as 53% for the parcel, including the new structure and paving. This meets the Zoning Ordinance regulation for impervious surface coverage.

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.

36-535.c: Changes to rear elevations do require a COA; however, the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern-day appurtenances.

Preservation Guidelines
2.7 Guidelines for Secondary Structures
A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):
.1 Secondary structures. Secondary structures are accessory structures with a footprint of 400 square feet or greater and/or taller than one-story, examples of secondary structures are garage apartments, studios, workshops and cabanas.
.6 Make New Construction Compatible. Secondary accessory structures are to be compatible with the principal structure and surrounding district and in no case overwhelm the principal structure. Construction of secondary accessory structures will utilize the following criteria for new construction:
a. Match in design, style, and material to the principal historic structure and the surrounding historic neighborhood.
b. Compatible with the principal historic structure and/or the district in regard to materials, size, scale, height, form, massing, proportions, spacing and size of window and door openings, window to wall proportions and traditional setbacks seen in the neighborhood.
.7 Size of New Secondary Structures. New secondary accessory structures are to be subservient to the principal structure in no case will the secondary structure be taller, wider or deeper than the principal structure. The size of a secondary structure is limited to 575 square feet or 50% of the principal structure footprint. The cumulative of square footages for all accessory structures and garages on the lot, shall be no greater than the footprint of the principal structure.
.8 Location and Setbacks of Secondary Structures. New secondary structures are to maintain traditional locations and setbacks seen in the neighborhood. Locations are to be in

the rear yard, with limited or no visibility from the front right-of-way, unless there is historical indications of a different location. Corner lots are considered to have two front elevations.

.9 Windows and Doors for Secondary Accessory Structures. Select doors and windows for new secondary accessory buildings that are compatible in material, proportion, pattern, and detail with the doors and windows of historic buildings in the district. See Windows and Door Guidelines.

.10 Materials. Select materials and finishes for proposed new buildings that are found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish. Acceptable materials include brick and stone masonry, stucco and wood. Cement fiberboard will be considered on a case-by-case basis for those structures located behind the back elevation of the principal structure, but with limited visibility from the front right-of-way. Metal and vinyl exterior materials are prohibited.

.11 Avoid False Historical Appearance. New secondary accessory structures are to be compatible with the style, age and character of the principal structure and district without creating a false historical appearance. New structures are to be of their own time and differentiated from the historic structure while maintaining compatibility with the principal structure and the character of the neighborhood.

3.12 Guidelines for Windows

.11 New Primary and Secondary Accessory Structures. Windows in new construction are to be compatible with adjacent historic structures in terms of size, profile, design, proportions, and material. Wood and aluminum-clad windows are acceptable for use in new construction.

3.14 Guidelines for Doors

.10 New Primary and Secondary Accessory Structures. Doors in new construction shall be similar to those in adjacent historic structures in terms of size, profile, design, proportions, and material. Aluminum-clad and fiberglass doors with limited or no visibility from the front façade can be considered on a case-by-case basis.

Considerations/Issues:

The submitted drawing for the proposed garage apartment meets the Zoning Ordinance requirements for square footage, setbacks and impervious surface coverage.

Section 2.7, Guidelines for Secondary Structures, states that new secondary structures must be compatible with the principal structure and surrounding district and, in no case, overwhelm the principal structure. Section 2.7.7 further states that new secondary accessory structures must be subservient to the principal structure; in no case may a secondary structure be taller, wider, or deeper than the principal structure. Section 2.7 Guidelines for Secondary Structures states the size of a secondary structure is limited to 575 square feet or 50% of the principal structure footprint.

The 2004 Miller Historic Nomination Survey designates the existing principal structure as contributing to the Miller Historic District. The principal structure has a 988-square-foot footprint and 1,768 square feet of living space. The proposed garage apartment will have a 1,129-square-foot footprint and 2,365 square feet for the entire structure. The proposed garage apartment has a larger footprint than the principal structure and exceeds the size allowed by the Guidelines; therefore, it does not meet the Guidelines for Secondary Structures. The 500-

square-foot garage portion of the garage apartment meets the Guidelines for size since it is under the stated maximum of 575 square feet listed in the Guidelines for Garages.

The Guideline further states that secondary accessory structures are to meet the following criteria:

a. **Match in design, style, and material to the principal historic structure and the surrounding historic neighborhood.**
   The proposed garage apartment design is typical of a modern-day garage apartment and includes some design elements that match the principal structure. The materials and dimensions for the windows and doors were not provided, so it is unclear whether the windows meet the Guidelines.
b. **Compatible with the principal historic structure and/or the district in regards to materials, size, scale, height, form, massing, proportions, spacing and size of window and door openings, window to wall proportions and traditional setbacks seen in the neighborhood.**
   While similar in shape, the structure lacks the rhythm of windows-to-wall proportions found in the principal structure and therefore does not meet this criterion**.** The applicant did not provide materials and dimensions for the windows and doors, so it is unclear whether the windows meet the Guidelines. The applicant did not provide the height of the principal structure or the required streetscape elevation showing adjacent structures. Without the streetscape elevation and detailed dimensions, it is difficult to determine whether the garage apartment is compatible with the principal structure or the surrounding district.

Section 3.14.8 states that new secondary structures must be located in the rear yard, with limited or no visibility from the front right-of-way, unless there are historical indications of a different location. The proposed garage apartment is located at the rear of the property, similar to the existing garage. Its location offers limited visibility from the front streetscape.

The structure is proposed to be set back five feet from the side property lines. Typical side setbacks in the Miller Historic District are three to five feet on one side, while the other side will be greater than five feet to accommodate a driveway. The garage apartment's proposed setbacks are similar to the traditional side setbacks in the surrounding district.

In 2017, the Historic District Commission approved a garage apartment at 730 Miller Avenue. The garage apartment was a one-story structure with an overall square footage of 2,267. The approval of the garage apartment at 730 Miller Avenue prompted revisions to the secondary structures criteria adopted in the 2022 Preservation Guidelines. In 2023, the Commission approved a garage apartment at 904 Miller Avenue with 575 square feet on the first and second floors, for a total of 1,150 square feet.

The Commission would need to determine whether the proposed garage apartment meets the Guidelines and is compatible with the historic principal structure and the surrounding district.

Commission Action: (HD 26-27) Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request for the property located at 916 Classed Boulevard for the following modification: b) installation of a garage apartment.

c) Installation of additional driveway and parking pads.

Project Description:

To provide parking for the proposed garage apartment and the principal structure, the applicant proposes replacing the existing driveway and extending it to meet the new garage opening. Additionally, the applicant proposes two parking spaces behind the principal structure and two parking spaces in the front yard.

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

2.9 Guidelines for Sidewalks and Driveways

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

.10 New Paved Areas. New paved areas should not directly abut the principal site structure, significantly alter the site topography, or overwhelm in area the residential, landscaped character of a rear or side yard. Care must be taken that paved areas do not injure nearby trees by intruding onto their root areas. They shall be designed to be compatible in location, patterns, spacing, configurations, dimensions, and materials with existing walkways and driveways. Paved areas shall not overwhelm the principal structure.

.11 Rear Yard Area. New parking areas are permitted off alleyway with no visibility or limited visibility from the front right-of-way(s). Corner lots are considered to have two front elevations. Rear-yard parking must comply with Norman City Codes.

.12 Side Yard Parking Area. The establishment of parking areas adjacent to the side of historic structures is not allowed.

.13 Front Yard Parking Area. Parking areas in the front yard of the property are prohibited except within an existing driveway.

Considerations/Issues:

The Zoning Ordinance's Core Area Parking regulations require that any new parking areas be installed in the rear yard. The two proposed parking spaces in the front yard off the north side of the driveway do not meet the Core Area Parking regulations. Additionally, the Preservation Guidelines for Driveways and Parking strictly prohibit parking pads in the front yard.

The Guidelines for Driveways and Parking encourage new driveways and parking pads to be in the rear yard with no or very limited visibility from the front right-of-way. Although the two parking spaces in the rear yard are behind the principal structure, the parking spaces will extend to the north property line, making them visible from the right-of-way. The two proposed parking spaces behind the principal structure, totaling 810 square feet, would be approximately 100 square feet less than the principal structure's 916-square-foot footprint. At this size, the parking pad could overwhelm the rear yard and the principal structure. However, most of the parking pad is located behind the principal structure, as required by the Guidelines.

The Commission needs to determine whether the proposed driveway and parking pads meet the Guidelines and are compatible with this historic property and the district.

Commission Action: (HD 26-27) Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request for the property located at 916 Classen Boulevard for the following modification: c) installation of a driveway and parking pads.