



CITY OF NORMAN, OK
HISTORIC DISTRICT COMMISSION MEETING
Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069
Monday, May 05, 2025 at 5:30 PM

MINUTES

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session in the Development Center, Conference Room A, on Monday, May 05, 2025 at 5:30 PM and notice of the agenda of the meeting was posted at the Development Center 225 N. Webster Avenue, and on the City website at least 24 hours prior to the beginning of the meeting.

Chair Michael Zorba called the meeting to order at 5:30 P.M.

ROLL CALL

PRESENT

Commissioner- Jo Ann Dysart
Commissioner- Taber Halford
Commissioner Chair- Michael Zorba
Commissioner- Gregory Heiser
Commissioner- Barrett Williamson
Commissioner- Karen Thurston

ABSENT

Commissioner- Sarah Brewer
Commissioner- Mitch Baroff

*Commissioner Barrett Williamson arrived at 5:39 P.M.

A quorum was present.

STAFF PRESENT

Amanda Stevens, Development Center Coordinator
Jeanne Snider, Assistant City Attorney
Anais Starr, Planner II Historic Preservation Officer

GUESTS PRESENT

Adrian Bregnard, 424 College Avenue, Norman, OK
Alexandra Morelli, 700 Chautauqua Avenue, Norman, OK
Rick Poland, 425 Chautauqua Avenue, Norman, OK
Loretta Bass, 440 College Avenue, Norman, OK
John Metz, 440 College Avenue, Norman, OK
John Allen, 434 College Avenue, Norman, OK
Jan Davis, 434 College Avenue, Norman, OK
Ryan Stover, 643 Okmulgee Street, Norman, OK

MINUTES

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

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF APRIL 7, 2025.

Motion by Commissioner Gregory Heiser to approve the minutes from the April 7, 2025 meeting; **Second** by Commissioner Taber Halford.

The motion was passed unanimously with a vote of 5-0.

CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 25-08) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 700 CHAUTAUQUA AVENUE FOR THE FOLLOWING MODIFICATION: A) INSTALLATION OF RIBBON DRIVEWAY AND PARKING PAD OFF CHAUTAUQUA AVENUE.

Motion by Commissioner Jo Ann Dysart to approve item (HD 25-08) as submitted; **Second** by Commissioner Gregory Heiser.

The motion was passed unanimously with a vote of 6-0.

Alexandra Morelli, representing the applicant, discussed the item:

- Ms. Morelli explained to the Commission that part of the need for the ribbon driveway and parking pad is to help alleviate flooding that happens around the house.

Public Comments:

There were no public comments.

Commission Discussion:

- Commissioner Taber Halford said that he feels like this fits the Historic District Guidelines.

Motion by Commissioner Jo Ann Dysart to approve item (HD 25-08) as submitted; **Second** by Commissioner Gregory Heiser.

The motion was passed unanimously with a vote of 6-0.

3. (HD 25-09) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 424 COLLEGE AVENUE FOR THE FOLLOWING MODIFICATIONS: A) THE WIDENING OF THE EXISTING DRIVEWAY, INSTALLATION OF A PARKING PAD, AND MOVING OF THE EXTERIOR STAIRS FROM THE NORTH SIDE OF THE HOUSE TO THE REAR.

Motion by Commissioner Barrett Williamson to approve item (HD 25-09) as submitted; **Second** by Commissioner Karen Thurston.

Adrian Bregnard, the applicant, discussed the item:

- In his presentation he explained that every time there is a heavy rain, water ponds from the driveway, and floods into the basement.
- Mr. Bregnard also explained to the Commission the need to move the exterior stairs on the home to allow for the driveway. He said that it is a safety issue, because currently vehicles can back into the stairs very easily due to their position in the driveway.

Public Comments:

- Loretta Bass, a neighbor, expressed her concern that if the driveway is widened, it will increase their flooding issue at 440 College Avenue.

Commission Discussion:

- Commissioner Barrett Williamson stated that he would like for the new parking pad to be exactly 12 feet wide.
- Commissioner Karen Thurston expressed that she is very glad that Mr. Bregnard plans to keep the tree in the back and front yard.

Motion by Commissioner Barrett Williamson to amend the motion to say that the new parking pad will be 12 feet wide, the triangular area will be adjusted accordingly to vehicle maneuvering, and the driveway will remain 9 feet in width; **Second** by Commissioner Gregory Heiser.

The motion was passed unanimously with a vote of 6-0.

4. (HD 24-02) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 643 OKMULGEE STREET FOR ADDITIONAL PARKING BY THE FOLLOWING MODIFICATIONS: A) OPTION 1: WIDENING OF THE APPROACH AND DRIVEWAY OFF OKLAHOMA AVENUE; B) OPTION 2: INSTALLATION OF AN ADDITIONAL PARKING SPACE ADJACENT TO THE EXISTING DRIVEWAY; C) OPTION 3: INSTALLATION OF A NEW DRIVEWAY OFF OKMULGEE STREET.

Motion by Commissioner Barrett Williamson to approve Option 1; **Second** by Commissioner Karen Thurston.

Ryan Stover, the applicant, discussed the item:

- Mr. Stover explained to the Commission the need for parking at the property and the three possible options proposed to provide the needed parking.

Public Comments:

There were no public comments.

Commission Discussion:

- The Commissioners discussed all three options and that they all agreed that e Option 2 was the best option for this property and met the Guidelines. Option 1 did not meet the Guidelines for Driveways regarding width. Option 3 was not appropriate as it did not meet

Guidelines which prohibit front yard parking. Option 2 allowed the addition in rear of the property without increasing the width of the driveway as allowed by the Guidelines.

Motion by Commissioner Barrett Williamson to approve Option 1; **Second** by Commissioner Karen Thurston.

The motion failed unanimously with a vote of 6-0.

Motion by Commissioner Barrett Williamson to approve Option 2; **Second** by Commissioner Karen Thurston.

The motion was passed unanimously with a vote of 6-0.

Motion by Commissioner Gregory Heiser to approve Option 3; **Second** by Commissioner Karen Thurston.

The motion failed unanimously with a vote of 6-0.

REPORTS/UPDATES

5. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE APRIL 7, 2025.

- 549 S Lahoma - Applicant is in the process of submitting a COA request for north windows.
- 904 Classen Ave - Work continues.
- 607-609 s. Lahoma - Contractor installed incorrect window pane configuration and is working to correct.
- 1320 Oklahoma Ave - Demolition not complete. New construction not started.
- 505 Chautauqua - Walls of structure constructed.
- 643 Okmulgee - Work continues.
- 627 Okmulgee - Door completed.
- 733 Chautauqua - Applicant has submitted an appeal of the HDC decision to the Board of Adjustment.
- 325 E. Keith - Work has not started.

6. DISCUSSION OF PROGRESS REPORT REGARDING FYE 2024-2025 CLG GRANT PROJECTS.

	<u>Budgeted</u>	<u>Expended</u>
PROJECT 1: Educational Training	\$3,000	\$175 staff NAPC webinar, \$400 Virtual APA Conf
PROJECT 2: Membership dues for NAPC	\$150	\$150, Renewed
PROJECT 3: Southridge Historic Walking Tour Mobile App	\$1,500	\$750 for input of tour
PROJECT 4: Historic Tour App Maintenance	\$1,725	\$1,725 Renewed Dec. 2024
PROJECT 5: (NAPC) Commission Essentials	\$4,500	\$4,500 Nov 7 & 14 CAMP Workshop (Fall 2024)
PROJECT 6: (NAPC) Disaster Planning	\$4,000	Cancelled due to CLG funding changes
PROJECT 7: Quarterly Education Postcard	\$1,800	\$485.24 for Fall & \$485 for Spring
PROJECT 8: Historic Coloring Book Reprint	\$1,700	\$4,200 Coloring Books reprinted

MISCELLANEOUS COMMENTS

- Commissioner Williamson stated that he had received information from the State Historic Preservation Office regarding funding of national and state preservation programs.

ADJOURNMENT

The meeting was adjourned at 6:58 P.M.

Passed and approved this _____ day of _____ 2025.
