



CITY OF NORMAN, OK CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069

Thursday, January 02, 2025 at 4:00 PM

MINUTES

The City Council Business & Community Affairs Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room on the 2nd day of January, 2025, at 4:00 p.m. and notice of the agenda of the meeting were posted at the Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

Chairman Holman calls meeting to order at 4:00 p.m.

MEMBERS PRESENT

Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Michael Nash
Councilmember Ward 7 Stephen Holman (Acting Chair)
Councilmember Ward 8 Scott Dixon

OTHERS PRESENT

Mayor Larry Heikkila
Councilmember Ward 3 Bree Montoya
Ms. Beth Muckala, Assistant City Attorney III
Mr. Chris Mattingly, Director of Utilities
Mr. Darrel Pyle, City Manager
Ms. Shannon Stevenson, Assistant City Manager
Ms. Jane Hudson, Director of Planning and Community Development
Ms. Lisa Krieg, CDBG/Grants Manager
Mr. Scott Sturtz, Director of Public Works
Ms. Sara Kaplan, Business and Community Relations
Ms. Shaakira Calnick, Internal Auditor
Ms. Lora Hoggart, Planning Services Manager
Ms. Whitney Kline, Administrative Technician IV
Ms. Sandra Simeroth, Administrative Technician IV
Ms. Kathryn Walker, Attorney for Center for Economic Development Law

AGENDA ITEMS

1. CONTINUED DISCUSSION REGARDING CREATION OF A TAX INCREMENT FINANCE (TIF) MASTER PLAN.

The committee continued reviewing plans for a comprehensive TIF Master Plan. Kathryn Walker, Center for Economic Development Law, led the discussion and presented progress updates: In the November meeting, multiple potential TIF districts were consolidated due to their adjacency. A separate TIF area in South Norman was also reviewed, with discussions about possible project zones and increment districts to support those areas. The committee determined the Griffin area TIF was the priority due to more immediate needs. Ms. Walker conducted a detailed parcel-level analysis of proposed increment districts, including current land use plans, existing development, and the presence of vacant lots or redevelopment opportunities. The Griffin area was noted as especially promising because it is not currently on the property tax rolls due to state ownership. Any future development would represent a new taxable value.

The project area includes Griffin Park, the Griffin Memorial Hospital property, parts of East Downtown, the Flood Avenue corridor, and a portion of the Boyd Street corridor. To support long-term flexibility, the proposed project area was drawn large, allowing TIF funds to be spent across a wider zone. This includes Griffin Park and Sutton Wilderness Park, to allow for future acquisition or enhancement using TIF funds if needed. Increment districts were purposefully limited to commercial and office development areas, avoiding residential areas to ensure only meaningful tax growth is captured for reinvestment.

Draft maps were shared during the meeting. Councilmembers inquired about green spaces marked on the edges of the project area. Ms. Walker clarified these were parks or public lands as shown in the City's GIS data.

The initial increment district was labeled tentatively as 'District A' to avoid confusion with previous numbering associated with the arena-related districts (Districts 4 and 5), which remain unresolved.

Ms. Walker then began to explain the first increment district included in the draft project plan. Council focus has been directed toward a TIF for Griffin/Porter/East Downtown focusing on three proposed increment districts to phase in development across different areas:

1. District 6: Smaller redevelopment sites along Flood Avenue are estimated to be two million in development possibilities and 20,000 square feet of estimated retail space. Leaving residential properties alone, due to shortage of affordable housing. Possible incentives for commercial enhancements, streetscapes and sidewalks and landscaping. The Council could adopt a policy to help existing business.
2. District 7: The east side of the Railroad tracks part of downtown that did not get included in Center City TIF and the former Porter Hospital campus, which has not been on tax rolls before. An estimated twenty million in potential development and 30,000 square feet of retail that can be developed over the next 25 years.
3. District 8: Larger area covering east downtown and Main Street to Alameda area. Griffin TIF all the state-owned property as it sells and develops the property will generate increment revenue for the TIF, and it has not been platted or zoned and was designated as institutional. The firm used the Urban Land Institute (ULI) report that can update as RDG concepts move

Item 1, continued.

forward. Main Street to Robinson Street, the ULI shows this is a commercial mixed-use district and about 50% commercial and 50% residential and a conservative estimate accounting for up to \$80 million dollars over 25 years and 100 thousand square feet of retail estimated based on the ULI report.

Ms. Walker concluded with Increment Generations Possible Sales Tax Increment (60% of non-dedicated sales tax) \$ 16,600,000 possible Ad Valorem Tax Increment (100%) \$ 44,600,000, Total Increment: \$61,200,000. Possible Project Cost Allocation. Public Improvements: \$37,905,000 Assistance in Development Financing \$16,245,000, Implementation and Administration: \$1,050,000 and Contingency: \$6,000,000, Total: \$61,200,000

Councilmembers will review detailed analysis and parcel inventory for potential TIF districts. Will discuss priorities and alignment of TIF development with potential of Commercial redevelopment and public investment opportunities.

2. DISCUSSION REGARDING EXPANSION OF THE CENTRAL NORMAN ZONING OVERLAY DISTRICT.

Ms. Jane Hudson, Director of Planning and Community Development, said the Central Norman Zoning Overlay District (CNZOD) was originally adopted in 2019 to address housing impacts, neighborhood character, and land use compatibility in central Norman neighborhoods — especially those affected by student housing conversions, multi-family infill, and rising rental occupancy.

The overlay regulates: Number of bedrooms per unit; off-street parking requirements; lot coverage and height limitations; compatibility; and design standards. Staff have proposed revisions and expansion and code clarifications:

- Remove the acronym “CNZOD” throughout to improve clarity for residents and developers.
- Clarify the definition of “bedroom”, particularly for enforcement purposes (e.g., spaces without closets, rooms used as informal bedrooms).
- Adjust language for applicability to new construction, additions, and remodels.

Current boundaries: roughly bound by Boyd Street (south), Robinson Street (north), railroad tracks (west), and Porter Avenue (east) which includes areas like the Silk-Stocking District, Central R-3 zones, and Mixed-Density transitional neighborhoods.

The proposed geographic expansion will expand boundaries and will add areas north of Robinson and east of Porter to cover parts of the AIM Norman planning area.

- Targeting neighborhoods identified in the Comprehensive Plan update and those under pressure from infill and rental turnover.
- Intended to bring overlay protection to newly impacted R-1 and R-2 districts facing similar issues as central core neighborhoods.

Item 2, continued

Ms. Hudson presented side-by-side current vs. proposed overlay maps to show how the boundary realignment would benefit mapping adjustments.

- Ensure consistency with the Center City Form-Based Code area
- Reduce gaps and regulatory blind spots between zoning designations
- Provide predictability for builders, developers, and property owners

The overlay expansion is timed to coordinate with Norman's updated Zoning Code efforts, the adoption of the revised Comprehensive Plan ("Plan Norman 2045"), and New subdivision design standards. The expansion ensures that near-future development proposals are subject to clear design and density expectations, avoiding piecemeal policy.

Councilmembers agree to move forward, and meeting is adjourned.

ADJOURNMENT

The meeting was adjourned at 5:01 p.m.

ATTEST:

City Clerk

Mayor