



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/25/2022

REQUESTER: Anais Starr, Planner II

PRESENTER: Jane Hudson, Director, Planning & Community Development

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2122-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING CHAPTER 22 (ZONING ORDINANCE), ARTICLE XI, SPECIFIC DISTRICT REGULATIONS, SECTION 429.3 IN DEFINITIONS DELETING CONSERVATION AND ADDING ORIGINAL, PERIOD OF SIGNIFICANCE, RELOCATION, AND SECRETARY OF THE INTERIOR STANDARDS OF HISTORIC BUILDINGS; EDITS FOR CONSISTENCY OR CORRECTION PURPOSES; ADDING WRITTEN DENIAL REQUIREMENT; ADDING SEVEN DAY NOTICE; EXTENDING TIME LIMIT OF CERTIFICATE OF APPROPRIATENESS (COA) FROM SIX MONTHS TO TWELVE MONTHS; AND RESTRUCTURING EXCEPTIONS TO ADMINISTRATIVE BYPASS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

Council enacted Ordinance O-9293-30 on August 10, 1993, establishing the Historic District Ordinance for the City of Norman. The ordinance establishes the Historic District Commission and associated provisions to regulate designated Historic Districts including the development and revision of Historic Preservation Guidelines.

With the adoption of revised Historic Preservation Guidelines in the previous agenda item, it is necessary to update the Historic District Ordinance to reflect those revisions. This also provides an opportunity to correct any errors or issues identified with the Ordinance.

DISCUSSION:

After the Draft Historic Preservation Guidelines were recommended for approval on August 2, 2021 by the Historic District Commission, staff revised the Historic District Ordinance to incorporate necessary revisions to allow for enforcement of the revised Guidelines. Additionally, other revisions were identified by staff and presented to the Commission for consideration. The Commission discussed the proposed revisions to the Historic District Ordinance at their

October 4, 2021 meeting and recommended the adoption of the attached Historic District Ordinance. The following provides a summation of the revisions proposed.

SUMMARY OF HISTORIC DISTRICT ORDINANCE REVISIONS

1. Removal of a repetitive definition for the word *conservation* which is defined elsewhere in the Ordinance.
2. Provided definitions of original, period of significance, relocation, Secretary of the Interior Standards.
3. Reorganized sections of the ordinance to provide clarity. For example, two sections discussed the appeals process. The two sections were combined into one section to provide clarity.
4. Requires adjacent property owner letters be sent out at least 7 calendar days prior to the Historic District Meeting. Presently, there is not a specific notice date requirement for adjacent property owner notification letters.
5. Extended the expiration of Certificate of Appropriateness from six months to 12 months. This provides a more reasonable amount of time for applicants to begin projects.
6. Restructured ordinance to allow additional items approvable by the Administrative Bypass process as identified in the Historic Preservation Guidelines.
7. The correction of typos found during the revision process.

CONCLUSION:

Staff presents Ordinance O-2122-31 to the City Council for discussion and consideration.

At their December 9, 2021 meeting, Planning Commission unanimously recommended adoption of Ordinance O-2122-31, by a vote of 7-0.