



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/05/2025

REQUESTER: Ryan and Brittany Stover

PRESENTER: Anais Starr, Planner II/Historic District Preservation Officer

ITEM TITLE: (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.

Property History

Historical Information

2014 Southridge Historic District Nomination Survey Information:

643 Okmulgee Street. 1943. Minimal Traditional. This contributing, one-story, aluminum sided, single dwelling has a moderate pitched, asphalt covered, cross gabled roof and a concrete foundation. The wood windows are six-over-six hung with metal storms. The partial porch has concrete steps, concrete floor, and wrought iron railing. The porch is uncovered. To the east rear, there is a detached, aluminum sided, front gabled, single car garage with a paneled overhead door.

Sanborn Insurance Map Information

Sanborn Insurance Maps do not exist for this portion of the Southridge Historic District.

Previous Actions

December 2, 2024 – A Certificate of Appropriateness (COA) request for a rear addition, new rear entry, and rear patio was approved.

February 3, 2025 – A COA request to expand the existing approach, driveway, and front porch was postponed to allow the applicant time to revise the proposals.

Overall Project Description

In December, the property owners replaced the existing gravel driveway off Oklahoma Avenue with a 10-foot concrete driveway. The applicant submitted a COA request to expand the existing approach and driveway in February to create additional parking on this property. After feedback

from the Commission, the applicant postponed the COA request to allow time to revise the proposal after review of other options for additional parking. The applicant is now submitting three options for the Commission's consideration. Option 1 proposes adding to the existing approach and driveway to create a 20-foot-wide by 20-foot-long driveway and parking area. Option 2 proposes expansion of the existing driveway with a 10-foot by 20-foot parking space, but will not expand the approach. Option 3 proposes a new driveway off Okmulgee Street.

REQUESTS

a) Option 1: Widening of the existing approach and driveway off Oklahoma Avenue;

Project Description

The Core Area Parking regulations in the Zoning Ordinance require any new parking to be installed in the rear or side yards before being allowed to be installed in front yards. The Zoning Ordinance requires parking spaces to be a minimum of 8.5 feet in width by 19 feet in depth. There is currently approximately 15 feet between the front of the garage and the right-of-way. Public Works standards require a new parking space to be placed entirely out of the right-of-way to prevent cars from blocking streets, sidewalks, or drainage facilities. For these reasons, the applicant proposes expanding the existing driveway by 9 feet in width and 20 feet in depth, and extending by 4 ½ feet along the south side of the garage.

Reference - Historic District Ordinance

429.3.1(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. (0-0910-12).*

429.3.3(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. (0-0910-12).*

Reference - 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):

.1 Front Driveway Location. *Preserve and retain historic front driveways locations. New or expanded front driveways shall be perpendicular to the street, except in individual cases where there is historical documentation of an alternate configuration. Unless there is historic documentation otherwise, driveways shall be located along the property line on one side of the house.*

.2 Driveway Width. *Driveways shall be one car width, not to exceed 10 feet wide, unless there is historic documentation of an alternate configuration. Driveway width may vary as it approaches a garage in order to correspond to the width of the door opening.*

.3 New Driveway Composition. *Driveways shall be constructed from material allowed by the City Code. Existing gravel driveways may remain in place subject to other provisions in the City Code.*

.5 Driveway Approaches. *Maintain the rhythm of existing approaches when introducing new driveways. Driveway approaches may be a maximum of 16 feet wide at the curb, narrowing to*

10 feet at the sidewalk or property line.

.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 meet 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.*

Issues and Considerations

The applicant has reviewed parking options for the lot and is now proposing three options. Option 1 is the same proposal for an expanded approach and driveway submitted for consideration at the February meeting. The applicant has a revised site plan with additional information to clarify the request.

The applicant is proposing new parking at the rear of the lot, as required by the Core Area Parking regulations and the *Preservation Guidelines*. The Guidelines also allow for a new parking pad off the alleyway, but this property does not have an alleyway. City codes also require proposed parking spaces to be at least 8.5 feet wide by 19 feet long, as the applicant proposes.

The *Preservation Guidelines for Driveways* do not address new paved areas for properties without alleyway access. The Guidelines state that new parking should be placed at the rear of the property with limited visibility. The applicant proposes the minimum amount of expansion for the approach and driveway while meeting the Zoning and Public Works code regulations. Since a driveway already exists near the rear of the property, the proposed expansion of the existing approach and driveway would have limited visibility and keep the current streetscape view for the east side of the property.

The Commission would need to determine whether the proposed Option 1 for the approach and driveway expansion meets the *Preservation Guidelines* and whether such work is compatible with this historic structure and the District.

Commission Action: (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 one of 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;

Project Description

The applicant prepared a second option based on feedback from Commissioners at the February meeting. Commissioners suggested adding the parking space along the south side of the garage and tapering to a 10-foot width at the approach. Option 2 proposes a 9-foot by 19-foot parking space along the south side of the garage. Seven feet of the proposed parking space will extend along the south side of the garage, placing it approximately five feet from the large tree in the backyard. A short curved section would connect the parking space to the existing driveway. As can be seen from the submitted site plan, this parking space would be challenging to navigate and may impact the large tree in the middle of the backyard. Due to the impact on the tree, the applicant finds this option to be the least favorable of the three options.

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

.1 Front Driveway Location. *Preserve and retain historic front driveways locations. New or expanded front driveways shall be perpendicular to the street, except in individual cases where there is historical documentation of an alternate configuration. Unless there is historic documentation otherwise, driveways shall be located along the property line on one side of the house.*

.2 Driveway Width. *Driveways shall be one car width, not to exceed 10 feet wide, unless there is historic documentation of an alternate configuration. Driveway width may vary as it approaches a garage in order to correspond to the width of the door opening.*

.3 New Driveway Composition. *Driveways shall be constructed from material allowed by the City Code. Existing gravel driveways may remain in place subject to other provisions in the City Code.*

.5 Driveway Approaches. *Maintain the rhythm of existing approaches when introducing new driveways. Driveway approaches may be a maximum of 16 feet wide at the curb, narrowing to 10 feet at the sidewalk or property line.*

.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 meet 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.*

Issues and Considerations

The second option would preserve the streetscape view along the east side of the property. The *Preservation Guidelines* allow rear yard parking with no visibility or limited visibility. This proposed option meets the *Guidelines* for location. As noted under the project description, the proposed parking space will be approximately 5 feet from the large tree in the backyard. The *Guidelines for New Paved Areas* specifically state that care should be taken when locating paved areas to ensure that the roots of trees are not impacted.

The Commission would need to determine whether the proposed second option for an additional parking area adjacent to the existing driveway meets the *Preservation Guidelines* and whether such work is compatible with this historic structure and the District.

Commission Action: (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 one of the following modifications: 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;

Project Description

The third option proposes a new 10-foot driveway off Okmulgee Street. The Core Area Parking regulations require new paving to be added to the rear and side of the property first before the front yard can be considered. If the Historic District Commission finds that Option 1 or 2 does not meet the *Preservation Guidelines*, the front yard driveway could be allowed.

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.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.*

Issues and Considerations

The *Preservation Guidelines for Driveways* discourage the installation of front-yard parking as it may impact the front streetscape and the historic structure. The *Guidelines* state that new front driveways shall be located along the side property line, as proposed in this option. Core Area Parking regulations require new front-yard parking to extend into the rear yard. In this case, the recent addition to the house's northwest corner would prevent the driveway from extending into the rear yard. As previously mentioned, the Core Area Parking regulations require parking in the rear yard before installation in the front yard. If the Historic District Commission determines that rear yard installation options do not meet *Preservation Guidelines*, this option for the proposed front driveway could be allowed under the Core Area regulations.

The Commission would need to determine whether proposed Option 3 for a new driveway off Okmulgee Street meets the *Preservation Guidelines* and whether such work is compatible with this historic structure and the District.

Commission Action: (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 one of the following modifications: c) Option 3: installation of a new driveway off Okmulgee Street.