



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/05/2025

REQUESTER: Guiseppe and Alexandra Morelli

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

ITEM TITLE: (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.

Property History

Historical Information

2004 Chautauqua Historic District Nomination Survey Information:

700 Chautauqua Avenue. Ca. 1914. Bungalow/Craftsman. This contributing, two-story, composition board multiple dwelling has an asphalt-covered, front-gabled roof and a red brick foundation. The wood windows are one-over-one hung. The wood door is glazed paneled with a glazed slab storm. The partial porch is uncovered. There is a red brick interior chimney. Decorative details include triangular knee braces, exposed rafters and double and triple windows.

Sanborn Insurance Map Information

The 1944 Sanborn Insurance Map shows the existing principal structure in its current location. The addition on the rear of the principal structure does not appear on the Sanborn Map, indicating it was constructed after 1944.

Previous Actions

November 19, 2008 – A Certificate of Appropriateness (COA) by Administrative Bypass was approved and issued for the installation of storm windows.

December 4, 2023 – A COA was approved for the removal of a rear window and a door.

REQUESTS

a) Installation of a ribbon driveway and a parking pad off Chautauqua Avenue.

Project Description

The applicant seeks to resolve this lot's existing driveway and parking issues. After several discussions with the city staff, the applicant has developed a comprehensive plan for parking,

as shown on the submitted site plan. The applicant proposes the removal of two paved areas on the south side of the house. Additionally, a portion of the gravel in the rear of the property is proposed to be replaced with landscaping, with the remainder of the gravel to be contained with edging. Lastly, the applicant proposes to install a ribbon driveway off Chautauqua Avenue, which will lead to a single parking pad, as illustrated on the submitted site plan. The proposed driveway and parking pad meet the Core Area Parking and other related parking regulations.

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 property's front yard are prohibited except within an existing driveway.*

Issues and Considerations

The Core Area Parking regulations require new driveways to extend into the rear yard leading to a parking pad, as proposed by the applicant. Though the *Preservation Guidelines* state that new parking areas should not be placed in front or side yards of historic structures, this property has no alleyway access. Additionally, the rear yard contains a City sanitary service line with a maintenance hole, which prevents the installation of a driveway off Cruce Street.

The proposed driveway would utilize the new approach off Chautauqua Avenue installed by the City of Norman in October 2024. The applicant reduced the impact of additional pavement by proposing concrete ribbons and a single parking pad. Additionally, the applicant's proposal will remove some pavement and gravel. The proposed parking and landscaping will improve the lot's appearance while providing functional vehicle access and parking.

The Commission would need to determine whether the proposed driveway expansion and parking pad meet the *Preservation Guidelines* and whether such work is compatible with this historic structure and the District.

Commission Action: (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.