



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/26/2026

REQUESTER: Greg & Tricia Smith

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BOA-2627-3: GREG & TRICIA SMITH REQUEST A SPECIAL EXCEPTION TO PERMIT A MOBILE HOME TO SERVE AS A TEMPORARY SECOND DWELLING TO RELIEVE A MEDICAL HARDSHIP FOR THE PROPERTY AT 4300 PUDNER DRIVE.

APPLICANT	Greg & Tricia Smith
LOCATION	4300 Pudner Dr
ZONING	A-2, Rural Agricultural District
REQUESTED ACTION	A special exception to permit a mobile home to serve as a temporary second dwelling to relieve a medical hardship.
SUPPORTING DATA	Application Site Plan Aerial Photography Application Location Map

SYNOPSIS:

This application is for a special exception to permit a mobile home to serve as a temporary second dwelling to relieve a medical hardship for one of the property owners.

The application and site plan provided by the applicant are attached for review. Also attached, and provided by City Staff, are available aeriels relating to the property.

SPECIAL EXCEPTION CRITERIA PER SECTION 3-570(g):

Special exceptions defined and enumerated.

- (1) The term "special exception" means a use that would not be appropriate generally or without restriction throughout the zoning district but which if controlled as to number, area, location, or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or general welfare. Such uses may be permitted in such zoning districts as special exceptions if specific provision for such special exceptions is made hereafter.
- (2) The Board of Adjustment is hereby empowered and authorized to grant the following specific exceptions, to wit:
- a. To permit the extension of a district where the boundary line of a district divides a lot in single ownership as shown of record.
 - b. To interpret the provisions of the ordinance where the street layout actually on the ground varies from the street layout as shown on the map fixing the several districts, which map is attached to and made a part of this ordinance.
 - c. To grant exceptions to the off-street parking requirements as set forth in Article 36, Section 548, when it is determined that the size and shape of the lot to be built on is such that off-street parking provisions could not be complied with, that the proposed use of land is similar in nature to adjacent land uses, and that the proposed use will not create undue traffic congestion in the adjacent streets.
 - d. To permit new structures and substantial improvements to be erected in the designated floodway of the Flood Hazard District on a lot of one-half acre or less in size contiguous to and surrounded by lots of existing structures constructed below the base flood level when (1) good and sufficient cause is shown (2) it is determined that the exception is the minimum necessary (considering the flood hazard) to afford relief, and (3) that the granting of the exception will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing ordinances.
 - e. To allow the continued use of a legal non-conforming gravel driveway and/or parking area within the Central Core Area (as defined) when it can be determined that both of the following conditions are met (1) the parking area has existed since July 1966, and (2) the owner has agreed to install permanent or semi-permanent borders to aid in visually verifying the actual extent of usage.
 - f. **Where an ADU is not already existing on a parcel, to permit a mobile home to serve as a temporary second dwelling to relieve a medical hardship.** The application must include a doctor's statement indicating that the patient is in need of the care of his or her family. The mobile home must meet all City of Norman Building Code requirements and State of Oklahoma requirements for septic systems. The Exception can be approved for up to three years on any lot that is five acres or greater in the A-2 zoning district. The Exception can be renewed every three years by filing an application for an administrative extension, including a new doctor's statement. Only two (2) administrative extensions may be granted. If a third extension is needed, a new application will be required for Board of Adjustment review. Once the need for the mobile home no longer

exists, the mobile home must be removed. While an applicant utilizes this special exception, an ADU may not be added to the same parcel.

STANDARD OF REVIEW:

Section 36-570(i):

Hearing of the Board of Adjustment on a Special Exception. The public hearing shall be held in accordance with the following provisions:

- 1) At said hearing, any party may appear in person or by agent or attorney;
- 2) In those instances where a special exception is granted the Board of Adjustment shall make a finding that the granting of such special exception will not adversely affect the public interest;
- 3) In granting any special exception, the Board of Adjustment shall prescribe the appropriate conditions and safeguards in conformity with this chapter. Violation of such conditions and safeguards, when made a part of the terms under which the special exception is granted, shall be deemed a violation of this chapter and punishable under the penalty sections of this chapter. The Board of Adjustment shall prescribe a time limit within which the action for which the special exception is required shall be begun or completed, or both. Failure to begin or complete, or both, such action within the time limit set shall void the special exception.

DISCUSSION:

The subject property is approximately 10 acres in size and currently contains one single-family dwelling. A letter from Mrs. Smith's physician, provided to staff by the applicant, states that due to changes in her health, she would benefit from additional assistance for her health and home duties.

Properties within the A-2, Rural Agricultural District, are allowed one primary dwelling and one accessory dwelling unit per lot, subject to area regulations and the size of the two dwellings. However, a mobile home cannot be considered an accessory dwelling unit, per Section 36-101, Definitions. A special exception for medical hardship is the only path to permitting two mobile homes on one lot, albeit on a temporary basis.

The applicants have provided a site plan showing the proposed location of the temporary mobile home on the lot. The proposed location complies with the setbacks of the A-2, Rural Agricultural District. Should the Board of Adjustment grant this special exception request, a building permit and structure moving permit must be issued for the mobile home prior to installation on the property.

The Planning Department keeps record of all special exceptions and tracks the expiration and renewal dates for special exceptions for medical hardships.

CONCLUSION:

Staff recommends approval of this request for a special exception to permit a mobile home to serve as a temporary secondary dwelling to relieve a medical hardship and BOA-2627-3.