



CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, August 05, 2024 at 5:30 PM

MINUTES

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, on the 5th day of August, 2024, at 5:30 p.m., and notice of the agenda of the meeting were posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

Chair Michael Zorba called the meeting to order at 5:32 p.m.

ROLL CALL

PRESENT

Taber Halford
Sarah Brewer
Karen Thurston
Barrett Williamson
Susan Ford
Michael Zorba
Jo Ann Dysart
Gregory Heiser

ABSENT

Mitch Baroff

STAFF PRESENT

Anais Starr, Historic Preservation Officer, Planner II
Jeanne Snider, Assistant City Attorney
Whitney Kline, Admin Tech III

GUESTS PRESENT

Mack Caldwell, 701/703 S. Lahoma Ave., Norman, OK
Greg Jungman, 642 S. Lahoma Ave., Norman, OK
Lauri Kearns, 715 S. Lahoma Ave., Norman, OK
Blake Hart, 702 S. Lahoma Ave., Norman, OK
Brittani Beaver, 505 Chautauqua Ave., Norman, OK
Owen Love, 3101 Venice Ct., Norman, OK

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF JULY 1, 2024.

Motion by Jo Ann Dysart to approve the minutes from the Historic District Commission meeting of July 1, 2024; **Second** by Sarah Brewer.

The motion was passed unanimously with a vote of 8-0.

CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 24-11) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE INSTALLATION OF A 6' WOOD FENCE IN THE SIDE YARD FOR THE PROPERTY LOCATED AT 702 S LAHOMA AVENUE.

Motion by Taber Halford to approve (HD 24-11) installation of a 6' wood fence in the side yard of the property, as submitted; **Second** by Sarah Brewer.

Anais Starr presented the staff report:

- Anais Starr stated that the applicant is requesting a 6' wood fence for privacy and security reasons. Ms. Starr also explained that this house is currently occupied by the Alpha Sigma Phi fraternity.
- Taber Halford asked if a front facing fence needs to have spacing in it or can it be solid per the Guidelines. Ms. Starr responded that the Guidelines states it can be a wood fence without any restrictions on design. Furthermore, she pointed that the Guidelines indicate a fence should not obscure the historic structure.

Blake Hart, Applicant, discussed the item:

- Blake Hart explained that the 6' fence would hide the AC units located along the side of the house, would provide privacy and security, and would help buffer noise. Mr. Hart also stated that they decided to propose wood since it was the least expensive option available.
- Commissioners gave feedback on other options that would not address those concerns and would not be a 6' wood fence. Some of those options were wrought iron fence with hedges or more lights and cameras to help with security.

Public comments:

- Mike Coldwell, 701/703 S Lahoma Ave., Norman, OK (Protest)
- Greg Jungman, 642 S. Lahoma Ave., Norman, OK (Protest)
- Lauri Kearns, 715 S. Lahoma Ave., Norman, OK (Protest)

Commission Discussion:

- Taber Halford pointed out that on the Sanborn Map, there are two separate lots.
- Greg Heiser asked for the definition of a side yard. Anais Starr responded that it is from the front edge of the structure to the back edge of the structure.
- Commissioners discussed the options including landscaping and temporary tents for events over installing a fence.

Applicant agreed to a postponement of his request.

Motion by Barrett Williamson to postpone (HD 24-11) installation of a 6' wood fence in the side yard of the property to a future time; **Second** by Karen Thurston.

The motion passed unanimously with a vote of 8-0.

3. (HD 24-12) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CERTIFICATE OF APPROPRIATENESS REQUEST FOR INSTALLATION OF A CONCRETE AREA IN THE SIDE YARD OF THE PROPERTY LOCATED AT 515 MILLER AVENUE.

Taber Halford recused from this item.

Motion by Barrett Williamson to approve (HD 24-12) installation of a concrete area in the side yard of the property, as submitted; **Second** by Karen Thurston.

Anais Starr presented the staff report:

- Anais Starr explained that the applicant is requesting the installation of a concrete area in the side yard that can be seen from the right of way which requires Commission review. Ms. Starr also explained that it meets the zoning ordinance as well as impervious coverage requirements.

Taber Halford, property owner, discussed the item:

- Taber Halford explained that the garage is 16' wide which does not give much room to park two cars so adding this concrete would give a surface in the side yard for his son to utilize the basketball hoop located there.

Commission Discussion

- Commissioners agreed that the additional concrete does not overwhelm the historic structure.

The motion passed unanimously with a vote of 7-0.

FEEDBACK

4. (HD 24-13) FEEDBACK DISCUSSION REGARDING A FUTURE REQUEST TO DEMOLISH THE EXISTING GARAGE AND CONSTRUCT A NEW SINGLE-FAMILY HOUSE WITH AN ACCESSORY DWELLING UNIT FOR THE PROPERTY LOCATED AT 505 CHAUTAUQUA AVENUE.

Anais Starr presented the staff report:

- Anais Starr stated that this is a vacant lot except for the original detached garage in the rear of the property. Ms. Starr explained that the garage is deteriorated, small for a modern day vehicle, and does meet three of the criteria in the Guidelines for demolition.
- Ms. Starr explained that the scale, size, and height of the proposed new structure are all elements that needed review and feedback. Ms. Starr explained some of the main features of the proposed house.

Owen Love, Applicant, and Brittani Beaver, Property Owner, discussed the item:

- Owen Love explained that the original home burned down 50 years ago and that the garage does not currently fit the owner's car.
- Karen Thurston had a few questions regarding the divided lites in the windows. Owen Love explained that the windows will be aluminum-clad wood windows with window pane configurations shown in the renderings.

- Sarah Brewer stated that the private walkway to the front doors should be located from the front entrance straight out to the public sidewalk as typically seen in the neighborhood instead of proposed location between the front door and the driveway..
- Commissioners had a lot of discussion regarding the attached garage but agreed that since it is not visible from the right of way that it would meet the Guidelines as long as the overhead garage door had recessed panels of either wood or composite material.
- The Commissioners did not find that the proposed painted brick was typical material found in the neighborhood and suggested the applicant look at other options such as white brick. Applicant stated they would discuss options with the owner to see what other options could give the painted white house look without having to paint the brick.

REPORTS/UPDATES

5. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE JULY 1, 2024.

- 549 S Lahoma – Property owner must make application for replacement of windows.
- 514 Miller Ave – Building permit for deck and pergola issued. Work has not started.
- 904 Classen Ave – Work started. Installation of rear porch complete. Siding in progress.
- 607-609 S. Lahoma – Owner states they are waiting on the contractor, Restor, to start the windows. Staff has verified.
- 425 Chautauqua Ave – Building permit issued and work has started.
- 626 Tulsa St. – Work has not started. Owner is considering submitting an amendment to the COA.
- 712 Miller Ave – Work has not started.
- 221 Alameda – Work completed.
- 423 S Lahoma – Building permit issued and work has started.
- 444 College Ave – Building permit issued. Work has not started.
- 485 College Ave – Work has not started on items issued a COA. Remaining postponed items have been withdrawn.
- 1320 Oklahoma Ave – Work has not started.

Administrative Bypass

- 600 Miller Ave – Hand rail on front steps

6. DISCUSSION OF PROGRESS REPORT REGARDING FY 2024-2025 CLG GRANT PROJECTS.

PROJECT 1:	Educational Training	\$ 3,000
PROJECT 2:	Memberships Dues for NAPC	\$ 150
PROJECT 3:	Southridge Historic Walking Tour Mobile App	\$ 1,500
PROJECT 4:	Historic Tour App Maintenance	\$ 1,725
PROJECT 5:	(NAPC) Commission Essentials Workshop (Fall 2024)	\$ 4,500
PROJECT 6:	(NAPC) Disaster Planning Workshop (Spring 2025)	\$ 3,500
PROJECT 7:	Quarterly Education Postcard	\$ 1,800
PROJECT 8:	Historic Coloring Book Reprint	\$ 1,700
Total CLG Budget		\$18,375

MISCELLANEOUS COMMENTS

Anais Starr reminded the Commissioners that the nomination for the Prairie House will be on the September 9, 2024 Historic District Meeting.

Ms. Starr also notified the Commissioners about C.A.M.P training that will take place in fall 2024 regarding essentials and spring 2025 regarding disaster preparedness.

ADJOURNMENT

The meeting was adjourned at 8:19 p.m.

Passed and approved this _____ day of _____ 2024.

Michael Zorba, Historic District Chair