



**CITY OF NORMAN, OK**  
**HISTORIC DISTRICT COMMISSION MEETING**  
Development Center, Conference Room A, 225 N Webster Ave.  
Monday, December 02, 2024 at 5:30 PM

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## **MINUTES**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session in the Council Chambers at the Municipal Building, on Monday, December 02, 2024 at 5:30 PM and notice of the agenda of the meeting was 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.

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

Chair Michael Zorba called the meeting to order at 5:33 P.M.

### **ROLL CALL**

#### **PRESENT**

Commissioner- Taber Halford  
Commissioner- Susan Ford  
Commissioner- Karen Thurston  
Commissioner Chair- Michael Zorba  
Commissioner- Barrett Williamson  
Commissioner- Jo Ann Dysart  
Commissioner- Gregory Heiser

\*Commissioner Karen Thurston arrived at 5:42 P.M.

#### **ABSENT**

Commissioner- Sarah Brewer  
Commissioner- Mitch Baroff

A quorum was present.

#### **STAFF PRESENT**

Amanda Stevens, Development Center Coordinator  
Jeanne Snider, Assistant City Attorney  
Anais Starr, Planner II Historic Preservation Officer

## GUESTS PRESENT

Edwin Amaya, 800 Brian CT., Moore, OK  
Linda Watson 627 E. Boyd, Norman, OK  
Chris Wood 627 E. Boyd, Norman, OK  
Lyntha Wesner, 616 Tulsa St., Norman, OK  
Steve Davis, 530 Shawnee St., Norman, OK  
Ryan Stover, 625 Tulsa St., Norman, OK

## MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS: HISTORIC DISTRICT COMMISSION MEETING OF NOVEMBER 4, 2024.

**Motion** by Commissioner Barrett Williamson to approve the minutes from the November 4, 2024 Historic District Commission meeting; **Second** by Commissioner Gregory Heiser.

***The motion was passed unanimously with a vote of 6-0.***

## CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 24-21) CONSIDERATION OF APPROVAL OR REJECTION OF THE DEMOLITION OR RECOMMENDATION TO THE CITY COUNCIL FOR ADDITIONAL POSTPONEMENT OF THE DEMOLITION BE ORDERED FOR THE PROPERTY LOCATED AT 1320 OKLAHOMA AVENUE. (POSTPONED FROM THE NOVEMBER 4, 2024 MEETING)

Anais Starr presented the staff report:

- In July 2024 a COA was granted for quite a few exterior modifications on the structure such as tearing down the carport.
- On October 14<sup>th</sup>, 2024 Anais visited the site and discovered that the structure had been torn down and issued a stop work order.
- The COA request for demolition was first heard at the November 4<sup>th</sup>, 2024 Historic District Commission Meeting, and the Commissioners voted to postpone to the December Meeting so that the applicant could provide pictures and a letter from the structural engineer.

Edwin Amaya, property owner, discussed the project:

- Commissioner Zorba asked Mr. Amaya if the engineer was out prior to the demolition, or after. Mr. Amaya stated that she came out twice before the demolition took place.
- The dates that the engineer came out were June 4<sup>th</sup>, 2024 and October 8<sup>th</sup>, 2024.
- The pictures from the engineer showed that the structure was not safe, and Mr. Amaya stated that as soon as the roof came off, then the house frame began to buckle.

Public Comments:

- Linda Watson who is a neighbor, said that her only concern is what goes back up at 1320 and not what came down.

Commission Discussion:

- Commissioner Barrett Williamson posed the question if the Commission approves this demolition, will it set a precedent for future properties within the Historic Districts?
- Jeanne Snider stated that she does not think that this property would not set a precedent if the demolition was approved, because each scenario that comes to the Commission is different, and should be looked at on a case-by-case basis. The Commission only had one other demolition within the last several years.

**Motion** made by Gregory Heiser to approve item as submitted; **Second** by Commissioner Susan Ford.

***The motion passed with a vote of 6-1, with Commissioner Halford voting against.***

3. (HD 24-23) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 643 OKMULGEE STREET FOR THE FOLLOWING MODIFICATIONS: A) INSTALLATION OF A REAR ADDITION. B) INSTALLATION OF A NEW REAR ENTRY AND CONCRETE PATIO.

**Motion** made by Commissioner Barrett Williamson to approve Item A as submitted; **Second** by Commissioner Susan Ford.

Anais Starr presented the staff report:

- This is a 1943 minimal traditional contributing structure to the Southridge Historic District.
- This property has no previous COA requests.
- The applicant is proposing a rear addition for a primary bedroom and bathroom suite.

Ryan Stover, property owner, discussed the project:

- The applicant explained that he is trying to prevent putting the addition at the back of the house, to preserve the tree and back patio area.
- He is planning to reuse some of the original windows and those will be visible from the street.
- He also stated that he would like to use wood grain siding. However, Commissioner Barrett Williamson explained that Commission would prefer to see smooth siding be utilized.

Public Comments:

- Steve Davis, a neighbor said he thinks the proposed items for this property are a great plan.

#### Commission Discussion:

- Commissioner Michael Zorba said that this addition would be the biggest in width that the Commission has ever reviewed and/or approved.
- Commissioner Halford said that he feels like the proposed items are very fitting for the lot that the property sits on.

***The amended motion to allow the applicant to match either the current aluminum siding with smooth manufactured wood or wood and match existing exposure of aluminum siding or historic wood siding underneath at the discretion of the property owner passed unanimously with a vote of 7-0.***

**Motion** by Commissioner Barrett Williamson to approve Item A as submitted with the amendment; **Second** by Commissioner Susan Ford.

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

**Motion** made by Commissioner Susan Ford to approve Item B as submitted; **Second** by Barrett Williamson.

Anais Starr presented the staff report:

- Mr. Stover is reusing the original French Doors.
- They will lead to a 15 square foot patio.

Ryan Stover

Had no additional comments about the concrete patio. Mr Stover's presentation was primarily regarding the rear addition.

#### Commission Discussion:

- There were no additional Commission discussion for this item.

**Motion** by Commissioner Susan Ford to approve Item B as submitted; **Second** by Commissioner Barrett Williamson.

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

## REPORTS/UPDATES

4. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE NOVEMBER 4, 2024.
  - 549 S. Lahoma- Waiting for the applicant to submit required COA for north windows.
  - 904 Classen Ave- No change since November meeting.
  - 607-609 S. Lahoma- Delayed. Anais reached out to the applicant to see when the front windows will be installed.
  - 425 Chautauqua Ave- Work ongoing.
  - 626 Tulsa St- No change since November meeting.

- 712 Miller Ave- Work was to begin Monday, November 4<sup>th</sup> however, storms delayed contractor.
  - 485 College Ave- Work has not started on items issued a COA. Remaining postponed items have been withdrawn. Applicant plans to wait until next year to begin renovations.
  - 1320 Oklahoma Ave- Review for demolition at the November 4<sup>th</sup>, 2024 meeting, postponed to the December meeting.
  - 505 Chautauqua- Demolition of garage is complete.
  - 727 Chautauqua- Work is complete except for painting.
  - 425 S. Lahoma Ave Admin Bypass- Rear patio less than 400 square feet.
5. DISCUSSION OF PROGRESS REPORT REGARDING FY 2024-2025 CLG GRANT PROJECTS.
- Anais Starr discussed the CAMP training sessions that took place in November, and how some of the budget was used for that project.

### **MISCELLANEOUS COMMENTS**

- Anais Starr stated that at the January 2025 Historic District Commission Meeting, it will be time to elect officers again.

### **ADJOURNMENT**

The meeting was adjourned at 7:07 P.M.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

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Michael Zorba, Chair