



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 06/10/2025

**REQUESTER:** H20, LLC

**PRESENTER:** Jane Hudson, Planning and Community Development Director

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR ORDINANCE O-2425-37 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS THIRTEEN (13) AND FOURTEEN (14), IN BLOCK FIFTEEN (15) OF THE T.R. WAGGONER'S FIRST ADDITION TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CCFBC, CENTER CITY FORM-BASED CODE, DETACHED FRONTAGE, AND PLACE SAME IN THE CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (427 W. SYMMES ST.)

<b>APPLICANT/REPRESENTATIVE</b>	H20, LLC/Krittenbrink Architecture
<b>LOCATION</b>	427 W Symmes Street
<b>WARD</b>	4
<b>CORE AREA</b>	Yes
<b>REQUESTED ACTION</b>	Rezoning from Center City Form-Based Code, Detached Frontage, to Center City Form-Based Code Planned Unit Development.
<b>LAND USE PLAN DESIGNATION</b>	Low Density Residential
<b>GROWTH AREA DESIGNATION</b>	Current Urban Service Area

**BACKGROUND:** The applicant requests a Center City Planned Unit Development (CCPUD) for the lot located at 427 W Symmes Street to allow the development of a new triplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 3,840 square feet, two-story, residential building, as illustrated in Exhibit B, Site Development Plan. The CCPUD proposes two one-bedroom residential dwelling units on the ground floor and one two-bedroom residential dwelling unit on the second floor. The CCFBC requires three parking spaces while the CCPUD narrative proposes four parking spaces located off the alleyway, behind the required Parking Setback Line. The required at-grade Open Space will be provided behind the building as illustrated on Exhibit B, Site Development Plan. A set of metal exterior stairs are proposed on the east side of the structure within the five-foot setback, as another means of egress to the second floor dwelling unit. The CCPUD proposes the Finished Floor Elevation to be at-grade instead of the minimum three feet required by CCFBC Detached Frontage Building Form Standard (BFS) to provide more accessibility to the ground floor units.

The proposed two-story structure will comply with the Required Build Line located 25' behind the property line, which aligns with the adjacent properties as required by the CCFBC Detached Frontage. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

### **PROCEDURAL REQUIREMENTS:**

#### **PRE-DEVELOPMENT: PD25-10, April 24, 2025**

A Pre-Development meeting is not required for this application, however, the applicant chose to have a meeting to allow neighbors to learn about the proposed redevelopment of this parcel. There were two residents from the neighborhood in attendance. They had questions about the number of dwelling units and bedrooms and the design of the proposed structure. Staff from Krittenbrink Architecture answered their questions. The residents had no further concerns.

**BOARD OF PARKS COMMISSIONERS:** Parkland dedication is not required for this application.

### **ZONING ORDINANCE CITATION:**

APPENDIX B, SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT - CCPUD

A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form-Based Code (CCFBC). This Center City Planned Unit Development (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages developments that create the character of development envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a development which is consistent and compatible with surrounding developments.
4. Provide more efficient and economic use of land resulting in an urban/ pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.

6. Encourage developments that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the Center City Form Based Code.

**STAFF ANALYSIS:** The applicant requests a CCPUD for this site to construct a residential triplex structure on this lot addressed as 427 W Symmes Street. The primary purpose for this CCPUD is to request the use of a residential triplex on the subject tract. The applicant will comply with most of the CCFBC requirements. However, due to the desired design of the structure, the applicant is requesting the following modifications to the CCFBC, as follows:

1. Allow the use of three dwelling units instead of one dwelling unit with an accessory dwelling as allowed in CCFBC Detached Frontage.
2. Allow the use of Short Term Rental in addition to the residential living use. Since the Planning Commission Meeting, the applicant has modified this to permit the use of Short Term Rental for the Upper Story unit only while allowing the use of long-term residential rentals for the two Ground Story units.
3. Allow at grade Finished Floor Elevation instead of the required minimum of three foot Finished Floor.
4. Allow for a metal exterior staircase to extend into the required five foot setback on the east side of the structure.

Per the CCPUD Narrative, the remainder of the proposal will be in accordance with the current CCFBC code.

**USE:** This CCPUD Narrative requests the use of three dwelling units and Short Term Rental. The CCFBC Detached Frontage allows for a single dwelling unit and an accessory dwelling.

**PARKING:** Under the CCFBC, the one bedroom studios and the two bedroom unit would require three parking spaces. The CCPUD Site Development Plan proposes four parking spaces behind the building, off the alleyway, in compliance with the Parking Setback Line. Bike racks are not required in the CCFBC Detached Frontage and this CCPUD does not propose any bike racks.

**LANDSCAPING:** The CCPUD Narrative proposes to meet the required 25% Open Space behind the structure as illustrated on Exhibit B, Site Development Plan. Landscaping will be met with three trees provided in the required Open Space and one street tree in front of the building as required by the CCFBC.

**SIGNAGE:** There is not any signage beyond the street address proposed for the property. Any future signage for the property would comply with 402. General Provisions, Section M of the CCFBC.

**LIGHTING:** The project will comply with 402. General Provisions, Section N. Lighting & Mechanical of the CCFBC.

**SANITATION/UTILITIES:** The applicant proposes three polycarts to service the property's sanitation needs. A screening wall will be provided for the polycarts.

**FENCING/WALLS:** No fencing is proposed by the CCPUD. Any future fencing would comply with CCFBC Detached Frontage requirements.

**PARKS:** Centennial Park is located two lots east of this property at 411 W Symmes Street.

**ALTERNATIVES/ISSUES:**

**IMPACTS:** Previous zoning requests in the vicinity have sought to maintain the residential single-family dwelling character of this neighborhood. In 2016, the residents of this neighborhood successfully petitioned to downzone from R-2, Multi-Family Dwelling District, to R-1, Single-Family Dwelling District. In 2017, with the adoption of the CCFBC District, this neighborhood was designated Detached Frontage BFS which allows the use of either a single-family dwelling or single-family dwelling with an accessory dwelling. The Detached Frontage regulations adopted were to ensure the single-family residential character of new developments would match the existing neighborhood. One such regulation was the Finished Floor Elevation which was set at a minimum of three feet for new structures so that they might match the existing structures found in this neighborhood.

The applicant's proposal for a two-story residential triplex exceeds the allowed number of residential units and does not meet the three foot Finished Floor Elevation required for the Detached Frontage BFS. However, this CCPUD is seeking to replace the existing two-story triplex with a similar structure and use. The proposed structure will have the Finished Floor Elevation at grade level, allowing for more accessibility to the ground floor.

Since the Planning Commission meeting, the applicant has modified the CCPUD Narrative to restrict where the Short Term Rental use is allowed. The applicant is now proposing to limit the use of Short Term Rental to the second-floor owner unit. The Ground-Story units will only allow long-term residential rental. These uses are consistent with the uses seen in the neighborhood.

The proposed triplex structure meets the goal of the CCFBC to increase the variety of housing types in Norman's Core while maintaining a residential look for the structure. The proposed structure should not impact the pedestrian-friendly feel of the street, and the overall design meets many of the design elements found in the residential neighborhood while providing desired housing in the urban core.

**OTHER AGENCY COMMENTS:**

**FIRE DEPARTMENT AND BUILDING PERMIT REVIEW:** The stair in the 5' side setback is to be built of non-combustible material with no roof cover. A sprinkler head will need to be installed under the second-floor landing, which will tie into the NFPA 13 system.

**PUBLIC WORKS/ENGINEERING:** The subject property is platted as part of Waggoner's 1<sup>st</sup> Addition. Existing City utilities service the site.

**TRAFFIC ENGINEER:** No traffic issues or impacts are anticipated.

**UTILITIES:**

**Water:** Existing water services not proposed to be used must be abandoned at the main. Existing water service cannot be reused unless it is verified to be non-lead.

**Wastewater:** Existing sewer service(s), if not to be reused, must be abandoned at the main at the time of building permit.

**Sanitation:** Solid waste service only. Recycling will only be available through the use of one of the regional recycling centers.

**CONCLUSION:** Staff forwards this request for a CCPUD, Center City Planned Unit Development and Ordinance O-2425-37 to City Council.

**PLANNING COMMISSION RESULTS:** At their meeting of May 8, 2025, the Planning Commission recommended approval of Ordinance O-2425-37 by a vote of 8-0.

There have been changes made to the staff report since the Planning Commission vote as a result of the proposed modification to the CCPUD Narrative by the applicant; those revisions are noted in the body of this staff report.