



Application for Variance or Special Exception  
**BOARD OF ADJUSTMENT**

Case No. BOA \_\_\_\_\_

City of Norman Planning & Community Development - 225 N. Webster Avenue - Norman, OK 73069 — (405) 307-7112 Phone

**APPLICANT(S)**  
Stephen Teel

**ADDRESS OF APPLICANT**  
490 Elm Ave, Norman OK 73069

**NAME AND PHONE NUMBER OF CONTACT PERSON(S)**  
Catherine Gilarranz (405) 513.3129  
Mark Krittenbrink (405) 641.8780

**EMAIL ADDRESS**  
[catherineg@karc-llc.com](mailto:catherineg@karc-llc.com)  
[mark@karc-llc.com](mailto:mark@karc-llc.com)

**Legal Description of Property:** *(UNLESS THE LEGAL DESCRIPTION IS A SIMPLE LOT AND BLOCK, THE LEGAL DESCRIPTION MUST BE PROVIDED IN A WORD DOCUMENT EMAILED TO CURRENT.PLANNING@NORMANOK.GOV)*

A parcel of land being a part of the South 17.5 feet of the East 137.5 feet of Lot Thirteen (13) and the East 137.5 feet of lots Fourteen (14) and Fifteen (15), in Block One (1), of LINCOLN ADDITION, to the City of Norman, Cleveland County, Oklahoma, being more particularly described as follows: Beginning at the Northeast corner of Lot Sixteen (16), in Block One (1), of said Lincoln Addition; Thence North, along the East line of said Lots Thirteen (13), Fourteen (14) and Fifteen (15), a distance of 165.0 feet to the point lying 17.5 feet North of the Southeast Corner of said Lot Thirteen (13); Thence West and parallel to the North line of said Lot Fourteen (14), a distance of 137.5 feet; Thence South, parallel with the East line of said Thirteen (13), Fourteen (14) and Fifteen (15), a distance of 165.0 feet to the point on the South line of said Lot Fifteen (15); Thence East, along said South line, a distance of 137.5 feet to the point of beginning. Referred to as Lot Fifteen (15) Also Known As Lot Fifteen B (15B), in the Lot Line Adjustment Filed Book 3305, Page 235. (See Word Document Emailed)

**Requests Hearing for:**

- ☐ VARIANCE from Chapter 36, Section 514 (d)(1)
- ☐ SPECIAL EXCEPTION to N/A

**Detailed Justification for above request** (refer to attached Review Procedures and justify request according to classification and essential requirements therefor). For any variance, the "Detailed Justification of Variance Request" form must be completed and attached:

Request for a variance to maintain 5-foot side yard setbacks on both property lines for the proposed third-floor addition at 490 Elm Avenue. The property is uniquely impacted by the City's historic designation of 485 College after purchase, which shifted planned development onto 490 Elm. The addition is a private library and educational space, not speculative use. The adjacent south neighbor, the Hillel Foundation, has provided a formal letter of support. The owner also controls the north property at 485 College ensuring no impact to residential neighbors. This request is narrowly limited to side setbacks; all other zoning requirements are fully met. The variance preserves the intent of the code by protecting light, air, and privacy while correcting a City-created hardship.

SIGNATURE OF PROPERTY OWNER(S):

ADDRESS AND TELEPHONE:

490 ELM AVE, NORMAN OK 73069  
(405) 409.4347

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Y
- ☐ Application & Detailed Justification Form  
☐ Proof of Ownership  
☐ Certified Ownership List and Radius Map  
☐ Site Plan  
☐ Filing Fee of  
☒ Emailed Legal Description in Word Document

☐ VARIANCE from Chapter \_\_\_\_\_,

Section \_\_\_\_\_

☐ SPECIAL EXCEPTION to \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Checked by: \_\_\_\_\_