

**NORMAN PLANNING COMMISSION  
REGULAR SESSION MINUTES**

**MAY 14, 2020**

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session via Video Conference and in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 14<sup>th</sup> day of May, 2020. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <http://www.normanok.gov/content/boards-commissions> at least twenty-four hours prior to the beginning of the meeting.

Chair Lark Zink called the meeting to order at 6:30 p.m.

\* \* \*

Item No. 1, being:

**ROLL CALL**

MEMBERS PRESENT  
via Video Conference

Matthew Peacock  
Erin Williford  
Tom Knotts  
Lark Zink  
Erica Bird  
Dave Boeck  
Sandy Bahan  
Steven McDaniel

MEMBERS ABSENT

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A quorum was present.

STAFF MEMBERS PRESENT

Jane Hudson, Director, Planning &  
Community Development  
Roné Tromble, Recording Secretary  
Lora Hoggatt, Planner II  
Ken Danner, Subdivision Development  
Manager  
Todd McLellan, Development Engineer  
Bryce Holland, Multimedia Specialist  
Beth Muckala, Asst. City Attorney (video)  
Jeanne Snider, Asst. City Attorney (video)

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Chair Zink outlined the procedures that will be followed during this video conference meeting. Staff will read any comments received through media into the record. The time limit for public comments will be three (3) minutes; please begin by stating your name and address. If an attorney is representing a group of individuals that exceeds two (2) individuals, the time limit will be ten (10) minutes. We will strictly enforce the time limits. Commissioners will also need to state their name each time they make comments. Voting will be done by an oral roll call. There should be no communication between Commissioners that are not oral and being recorded (i.e., no texting, or chatting through Zoom).

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Item No. 15, being:

**O-1920-51 – AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DELETING SECTION 5-404 OF ARTICLE IV OF CHAPTER 5 ("BUILDING CONSTRUCTION"), RESERVING THE SAME, AND ADDING SECTION 22-431.10 ("RESIDENTIAL CARPORTS") TO CHAPTER 22 ("ZONING ORDINANCE"); AND AMENDING SECTION 22-441 ("BOARD OF ADJUSTMENT") TO CHAPTER 22 ("ZONING ORDINANCE") OF THE CODE OF THE CITY OF NORMAN TO ESTABLISH NEW RESIDENTIAL CARPORT STANDARDS IN THE ZONING ORDINANCE AND PROVIDE FOR BOARD OF ADJUSTMENT REVIEW OF RESIDENTIAL CARPORT APPLICATIONS AS SPECIAL EXCEPTIONS; AND PROVIDING FOR THE SEVERABILITY THEREOF.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Staff Report
2. Ordinance No. O-1920-51 Annotated

**PRESENTATION BY STAFF:**

1. Jane Hudson reviewed the staff report, a copy of which is filed with the minutes.
2. Mr. McDaniel – Is there a particular reason why we have a \$200 fee? I mean, it's \$500 to put it up. Was there some logic behind that?  
Ms. Hudson – Those are the fees that are established in the ordinance as it is right now. We did not talk about reducing any of those fees. That would be something that we would have to go back and amend.
3. Mr. Boeck – I would hope that we wouldn't allow someone to put up a \$500 parking deal, because they don't stay very long. Seems like they can easily spend a little bit more money on them.

**AUDIENCE PARTICIPATION:**

None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Dave Boeck moved to recommend adoption of Ordinance No. O-1920-51 to City Council. Steven McDaniel seconded the motion.*

YEAS	Matthew Peacock, Erin Williford, Tom Knotts, Lark Zink, Erica Bird, Dave Boeck, Sandy Bahan, Steven McDaniel
NAYES	None
MEMBERS ABSENT	Nouman Jan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1920-51 to City Council, passed by a vote of 8-0.

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