

**NORMAN PLANNING COMMISSION
REGULAR SESSION MINUTES**

NOVEMBER 8, 2012

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 8th day of November 2012. 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.

Chairman Andy Sherrer called the meeting to order at 6:30 p.m.

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Item No. 1, being:
ROLL CALL

MEMBERS PRESENT

Dave Boeck
Jim Gasaway
Cindy Gordon
Diana Hartley
Tom Knotts
Roberta Pailles
Chris Lewis
Andy Sherrer

MEMBERS ABSENT

Curtis McCarty

A quorum was present.

STAFF MEMBERS PRESENT

Susan Connors, Director, Planning &
Community Development
Jane Hudson, Principal Planner
Janay Greenlee, Planner II
Ken Danner, Subdivision Development
Manager
Roné Tromble, Recording Secretary
Leah Messner, Asst. City Attorney
Larry Knapp, GIS Analyst II
Terry Floyd, Development Coordinator

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Item No. 16, being:

ORDINANCE NO. O-1213-17 – AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN TO ADD PROVISIONS TO ALLOW CREMATORIALS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Exhibit A – Survey on Crematoriums
3. Exhibit B – State of Oklahoma Regulations for Crematoriums
4. Annotated Ordinance No. O-1213-17

Ms. Gordon asked to be recused from participation on this item.

Chris Lewis moved to recuse Commissioner Gordon from participation in this item. Diana Hartley seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Dave Boeck, Jim Gasaway, Cindy Gordon, Diana Hartley, Tom Knotts, Roberta Pailles, Chris Lewis, Andy Sherrer
NAYES	None
ABSENT	Curtis McCarty

Ms. Tromble announced that the motion to recuse Commissioner Gordon from participation on this item passed by a vote of 8-0. Ms. Gordon vacated her seat and left the room.

PRESENTATION BY STAFF:

1. Ms. Connors – We have had a couple of inquiries regarding allowing crematoriums within the city limits of Norman. Because they are an unusual use, and our Zoning Ordinance does not really speak to them at all, staff is proposing to amend the Zoning Ordinance to specifically allow this use with conditions and requirements. I was here before you at the end of the meeting last month and identified some of the elements that we were going to be looking at. We are proposing that crematoriums be allowed as permitted uses in the I-1 and I-2 zones, and with a special use permit in the A-2, C-2 and C-3 zoning categories. The proposed criteria for crematoriums would be that they must meet all the setbacks of the underlying zoning district, except that they must be located a minimum of 400 feet from any residential zoning district, measured from the closest point of the crematorium building to the nearest residential district. They also must meet all applicable state and federal requirements for incineration equipment, and there is a licensing requirement in the State of Oklahoma for crematoriums. Any storage must be on the inside of the building, and the incinerator stacks should not be located on the front roof portion of the structure facing any street, and they must have vehicle access directly to an arterial. As far as parking, we are suggesting one parking space for every 1,000 square feet of floor area because this is really very much like a warehouse use, as opposed to any other type of use. Those are the primary conditions that we are placing within those five zoning categories, whether it is a special use or a permitted use.

2. Mr. Boeck – Where did that 400 feet come from? Ms. Connors – Staff researched a number of other cities that have crematoriums and that really was one of the highest distances, but it is a protection. Every city that we looked at had some kind of setback protection from residential areas and that is what staff is proposing.

3. Mr. Boeck – I guess the next question is, does their smokestack system have a scrubber, or how do you judge pollution from a crematorium? Ms. Connors – There really isn't very much – this is really a very clean system under modern technology so there really isn't visible smoke that comes out of the smokestacks.

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

*Dave Boeck moved to recommend adoption of Ordinance No. O-1213-17 to the City Council.
Chris Lewis seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Dave Boeck, Jim Gasaway, Diana Hartley, Tom Knotts, Roberta Pailles, Chris Lewis, Andy Sherrer
NAYES	None
RECUSED	Cindy Gordon
ABSENT	Curtis McCarty

Ms. Tromble announced that the motion, to recommend approval of Ordinance No. O-1213-17 to City Council, passed by a vote of 7-0.

Ms. Gordon was invited back into Chambers and resumed her seat.

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