

Planning Commission Minutes  
March 13, 2025

(The agenda was filed with the City Clerk of The City of Oklahoma City at 7:41 a.m. on March 10, 2025)

16. (SPUD-1715) Application by Alejandro Velasco to rezone 2615 Norman Avenue from R-1 Single-Family Residential District to SPUD-1715 Simplified Planned Unit Development District. Ward 2.

The applicant was present. There were no protesters present.

**RECOMMENDED APPROVAL.**

MOVED BY POWERS, SECONDED BY PENNINGTON

AYES: CLAIR, POWERS, MEEK, PRIVETT, NEWMAN, GOVIN, PENNINGTON,  
NOBLE, LAFORGE



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**March 13, 2025**

**Item No. IV. 16.**

**(SPUD-1715) Application by Alejandro Velasco to rezone 2615 Norman Avenue from R-1 Single-Family Residential District to SPUD-1715 Simplified Planned Unit Development District. Ward 2.**

**I. GENERAL INFORMATION**

**A. Contacts**

**1. Applicant Representative**

Name	David Box
Company	Box Law Group, PLLC
Phone	405-652-0099
Email	david@boxlawgroup.com

**B. Case History**

This is a new application.

**C. Reason for Request**

The purpose of this application is to allow residential development, specifically a duplex.

**D. Existing Conditions**

**1. Size of Site:** 0.25 Acres

**2. Zoning and Land Use**

	Subject Site	North	East	South	West
<b>Zoning</b>	R-1	R-1	R-1	R-1	R-1
<b>Land Use</b>	Undeveloped	Residential	Residential	Residential	Residential

**3. Comprehensive Plan Land Use Typology Area:** Urban – Low Intensity (UL)

UL applies to the least intensively developed areas of the city that still receive urban water, sewer, police, park and fire services. Development in this area should provide horizontal integration of land uses, connectivity within and between individual developments, and design that facilitates pedestrian and bicycle transportation.

**II. SUMMARY OF SPUD APPLICATION**

1. This site will be developed in accordance with the regulation of the **R-2 Medium-Low Density Residential District** (OKC Zoning Ordinance, 2020, as amended), except that the following restrictions will apply:

All uses within the R-2 District shall be permitted within this SPUD.

**2. Maximum Building Height:**

The maximum building height shall be in accordance with the base zoning district.

**3. Maximum Building Size:**

The maximum building size shall be in accordance with the base zoning district.

**4. Maximum Number of Buildings:**

The maximum number of buildings shall be in accordance with the base zoning district.

**5. Building Setback Lines**

Building setback lines shall be in accordance with the base zoning district.

**6. Sight-Proof Screening:**

Sight-proof screening shall be in accordance with the base zoning district.

**7. Landscaping:**

The subject parcel shall meet all requirements of the City of Oklahoma City's Landscaping Ordinance in place at the time of development.

**8. Signs:**

All signage shall be in accordance with the base zoning district regulations, except that Off-Premise / Billboard and EMD signs are prohibited.

**9. Access:**

Access may be taken from Norman Ave.

**10. Sidewalks**

Sidewalks shall not be required within this SPUD.

**II. Other Development Regulations:**

**1. Architecture:**

Exterior building wall finish on all main structures, exclusive of windows and doors, shall consist of a minimum 70% brick veneer, rock or stone masonry, stucco, and cementitious siding (including, but not limited to, the brand commonly known as James Hardie). No more than 30% EIFS (Exterior Insulation Finish System) shall be permitted. Exposed metal or exposed concrete block buildings shall not be permitted.

**2. Open Space:**

Shall be in accordance with the base zoning district regulations.

**3. Street Improvements:**

N/A.

**4. Site Lighting:**

The site lighting in this SPUD shall be in accordance with Chapter 59, Article XII, Section 59-12350 of the Oklahoma City Municipal Code, 2020, as amended.

**5. Dumpsters:**

Trash collection facilities in this SPUD shall be in accordance with Chapter 49 of the Oklahoma City Municipal Code, 2020, as amended.

**6. Parking:**

The design and number of all parking facilities in this SPUD shall be in accordance with Chapter 59, Article X of the Oklahoma City Municipal Code, 2020, as amended.

**7. Maintenance:**

Maintenance of the common areas, private drainage easements, private drives, and islands/medians in the development shall be the responsibility of the property owner or Property Owners Association. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.

**8. Drainage:**

Development of this parcel will comply with Chapter 16 of the Oklahoma City Municipal Code, 2020, as amended.

**III. Supporting Documents**

Exhibit A: Legal Description

Exhibit B: Conceptual Site Plan

**III. REVIEW COMMENTS**

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk \* indicates that the agency, department, and/or division responded with no adverse comments.

**A. Outside Agencies**

- 1. Oklahoma City-County Health Department (OCCHD)**
- 2. Oklahoma City Urban Renewal Authority (OCURA)**
- 3. Oklahoma Gas and Electric (OGE)**

- 4. Oklahoma Natural Gas (ONG)**
- 5. Oklahoma Water Resources Board (OWRB)**
- 6. School District(s) Putnam City**
- 7. Oklahoma Department of Transportation (ODOT)**

**B. City Departments**

- 1. Airports**
- 2. Central Oklahoma Transportation and Parking Authority (COTPA)**
- 3. Fire**
- 4. Information Technology/Geographic Support**
- 5. Parks and Recreation**
- 6. Police**
- 7. Public Works**

**a. Engineering**

**Storm Sewer Availability**

- 1) The Public Works Drainage Division staff has reviewed the subject application. All development, new construction, and/or substantial improvements planned within the proposed area shall be subject to chapter 16 of the Oklahoma City Municipal Code.
- 2) Storm sewers in accordance with the City's Drainage Ordinance will be required. Development abutting section line roads with drainage flows that exceed the capacity of OKC standard ditch detail (D-100) will necessitate the installation of enclosed storm sewer and/or concrete channel. These improvements shall be placed to provide a minimum of 35' clearance distance from the centerline of the section. Concrete channels must be entirely outside public right-of-way.
- 3) A flood and/or drainage study will be required to establish finished floor elevations, common lot areas or private drainage easements. A final plat should not be submitted until the study has been reviewed and approved by the Public Works Department.
- 4) Plans for drainage improvements within the private drainage reserves and/or common areas must be submitted for review, and payment of inspection fees shall be made prior to construction. Building permits will not be issued until construction is complete. If a subdivision abuts a stream, the private drainage easements and/or common area along stream shall extend to flow line of stream at a minimum.
- 5) Place the following note on the plat and construction plans: Maintenance of the Common Areas and/or Private Drainage Easements shall be the responsibility of the property owner. No structures, storage of material, grading, fill or other obstructions,

including fences, either temporary or permanent shall be placed within the common areas and/or drainage easements shown.

- 6) Drainage easements shall be clearly denoted as public or private in owner's dedication, on the plat, and/or in the plat notes.
- 7) Construction within the limits of this SPUD will require an erosion control plan in accordance with EPA Storm Water Discharge permitting: CFR Vol. 57, No. 175, September 9, 1992. A copy of the EPA Notice of Intent (NOI) will be required prior to the issuance of work orders or permits for construction activities disturbing an area of 1/2 acre or greater.
- 8) Sidewalk shall be installed for all new construction and/or at the time of a residential use to a more intense use on all lots having frontage on public streets classified as a major or minor arterial.
- 9) All private roads /streets will have private storm sewer systems.

**b. Stormwater Quality Management**

**c. Traffic Services**

**8. Utilities**

**a. Engineering**

**b. Solid Waste Management**

- 1) The City can provide service, providing there is sufficient space for the truck to maneuver to service the addition.

**c. Water/Wastewater Quality**

**Water Availability**

1. An existing 6-inch water main(s) is located adjacent to the subject site(s).
2. Minimum ten (10) feet horizontal separation required from wastewater mains and five (5) feet for other utilities. Minimum two (2) foot vertical separation required for all utility crossings. All water mains must have a minimum cover of five (5) feet along section line roads and four (4) feet elsewhere.
3. Proposed and/or existing water mains must be located centrally within a twenty (20) feet wide or larger utility easement or right-of-way. No trees, signs, dumpster, fence, and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
4. Dead-end water mains must be avoided when possible. All existing unused water

services must be capped and abandoned at the water main in accordance with the City Standard Specifications.

5. In accordance with ODEQ regulations, the City provides water at a minimum pressure of 25 psi. The developer is responsible for designing and construction of all fixtures to provide adequate domestic and fire protection under minimum pressure conditions. The developer will be responsible for any failure of domestic or fire protection systems which require water pressure more than 25 psi. The developer is responsible for installing pressure reducers if necessary for protection of developer's service lines, plumbing, and fixtures.
6. All existing and/or proposed water meters must be located in the right-of-way and/or utility easement within grassy areas outside of sidewalks, driveways, streets, and paving.
7. All domestic and fire suppression services must have a separate water service connection. Fire hydrant spacing shall not exceed 500 feet and must be located within ten (10) of a hard surface (i.e. sidewalk, street, paving).
8. Supply capacity for development is not guaranteed and will be reviewed at time of review of construction documents.
9. Plat may be revised after review and approval of utility plans.
10. Each unit must have a separate water meter and connection to the main.

#### **Wastewater Availability**

1. An existing 8-inch wastewater main(s) is located adjacent to the subject site(s).
2. Line capacity is not guarantee and must be checked by the Engineer of Record and reviewed by the City.
3. The developer will be required to extend the City wastewater collection system to and across each lot or site within the subdivision in accordance with the City Standard Specifications and Private Development Design Manual.
4. Minimum ten (10) feet horizontal separation is required from water mains and five (5) feet for other utilities. Minimum two (2) feet vertical separation required for all crossings. All wastewater mains must have a minimum cover of four (4) feet and depth no greater than eighteen (18) feet. Developer is responsible for remediating any failure to maintain the minimum four (4) feet of cover.
5. Wastewater main(s) must be centrally located in a twenty (20) feet wide easement or larger if necessary. No trees, signs, dumpster, fence, and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
6. All existing unused private wastewater service connections must be abandoned and capped at the main in accordance with City Standard Specifications and Private

Development Design Manual.

7. Plat may be revised after review and approval of utility plans.
8. Each unit must have a separate wastewater connection to the main.

## 9. Planning

### a. Comprehensive Plan Considerations

#### 1) LUTA Development Policies:

##### Site Design:

- Utilize Best Management Practices (BMP) for stormwater whenever possible.
- Developments should be served by urban water and sewer utility systems.

*National, state, and local permitting require basic best management practices for stormwater management. Public water and sewer are available.*

Density: The Urban Low Intensity LUTA outlines a density range of 4 to 8 dwelling units per acre for single family residential. *The SPUD is requested for a duplex on the 0.25-acre site, which would provide a density of 8 du/acre.*

##### Automobile Connectivity:

- Maintain, create, and enhance a street network that is highly connected to increase number of viable commercial locations and the effectiveness of the transportation system.

*The subject site is located along the west side of Norman Avenue. The SPUD proposes utilizing Norman Avenue for access, but does not specify a quantity or location of drives. The conceptual plan for the development illustrates one driveway, centrally located on the site to serve the duplex.*

##### Pedestrian Connectivity:

- Provide sidewalk connections to adjacent development.

*Sidewalks are not currently available on the subject site and are not required by the SPUD regulations.*

- 2) **Compatibility:** The comprehensive plan includes a land use compatibility matrix used to identify potential conflicts between major land use categories. When locating the proposed uses adjacent to existing Low Intensity Residential, “Building Scale and Site Design” is a potential compatibility issue identified by the comprehensive plan.

Building Scale and Site Design: The comprehensive plan calls for mitigation measures for new projects if residential lot sizes in UL are less than 60% of directly adjacent residential lots, the setbacks are significantly deeper or more shallow than the predominant character of adjacent development; the building’s orientation to the street differs from the predominant character of adjacent development; building size or street frontage dramatically differs from that of adjacent uses, the lot coverage (including buildings and paved areas) dramatically exceeds that of adjacent uses, or if buildings within 40 ft. of a single-family residential structure



exceed a 3:1 ratio in height. *The SPUD would allow single-family and/or two-family (detached or attached) residential uses. The SPUD regulations maintain the base R-2 District regulations for maximum building height, building size, number of buildings, setbacks, screening and landscaping.*

**3) Service Efficiency:**

- Water: *Served*
- Sewer: *Fully Served*
- Fire Service: *Urban Response*

**4) Environmentally Sensitive Areas:** The following apply to the proposed development site:

- Riparian Areas: N/A
- Upland Forests: N/A
- Vulnerable Aquifers: The aquifer in this area is considered highly vulnerable to depletion. The comprehensive plan recommends preserving natural open spaces and utilizing low impact development techniques whenever possible in new developments in order to maintain water quality and allow for the infiltration of stormwater onsite. Low impact development techniques include, but are not limited to, using pervious surface materials wherever possible for the construction of driveways, parking areas, sidewalks, patios, etc., to promote increased water percolation and infiltration.

**5) Transportation System:** This site is located along the west side of Norman Avenue, a Neighborhood Street in the Urban Low LUTA. The nearest transit (bus) service is located southeast of the site, near the intersection of North MacArthur Boulevard and NW 23rd Street.

**6) Other Development Related Policies**

- Support diversity and integration of housing unit types and sizes in all land use typology areas in order to meet the diverse needs of households of different sizes, generational needs, incomes, and preferences. (SU-4)
- Encourage redevelopment and infill development on vacant, underutilized, and brownfield sites in urbanized areas. (SU-19)
- Require sidewalks on both sides of all streets in urban LUTAs. (C-7)
- Improve the functionality and efficiency of the street network by:
  - Providing direct connections from residential developments to nearby places and to each other.
  - Providing street and sidewalk stubs to adjacent vacant land in anticipation of future development.
  - Connecting new development to existing street and sidewalk stubs, and to existing trail, open space, and bicycle networks.
  - Reducing block sizes and use of dead-end streets.
  - Maintaining the existing street grid to preserve connectivity and mobility options. (C-11)
- Support and incentivize the adaptive use of existing buildings, infill development, and brownfield development. (G-10)

- Preserve mature, healthy trees and incorporate them into the design of new development or redevelopment projects to the greatest extent possible. (G-26)

**b. Plan Conformance Considerations**

The subject site is located along the west side of Norman Avenue, in an area generally located west of North MacArthur Boulevard and north of NW 23rd Street. The site is undeveloped and, along with all surrounding land, zoned R-1. Abutting land is developed with single-family residential. The SPUD is requested for duplex development. No modifications to the base zoning district are requested. The size of the site will allow one duplex to be built on the 75-foot wide lot. No new compatibility issues were identified with the request.

**IV. STAFF RECOMMENDATION**

*Staff recommendations are advisory only and do not constitute Planning Commission decisions. Staff recommendations are based on a technical evaluation of information submitted at the time of review. Determination of conformance with policies contained in the comprehensive plan is the purview of the Planning Commission. Planning Commission decisions require a vote of five members to approve or deny an item. The Planning Commission may consider in its decision-making process any additional relevant information presented at the public hearing by the public, applicant, and/or City departments.*

**Approval of the application.**

All Engineering Division and Water/Wastewater Utilities Division requirements must be met. Additional changes to the SPUD may be required during either Divisions review of construction plans and prior to City Council approval.

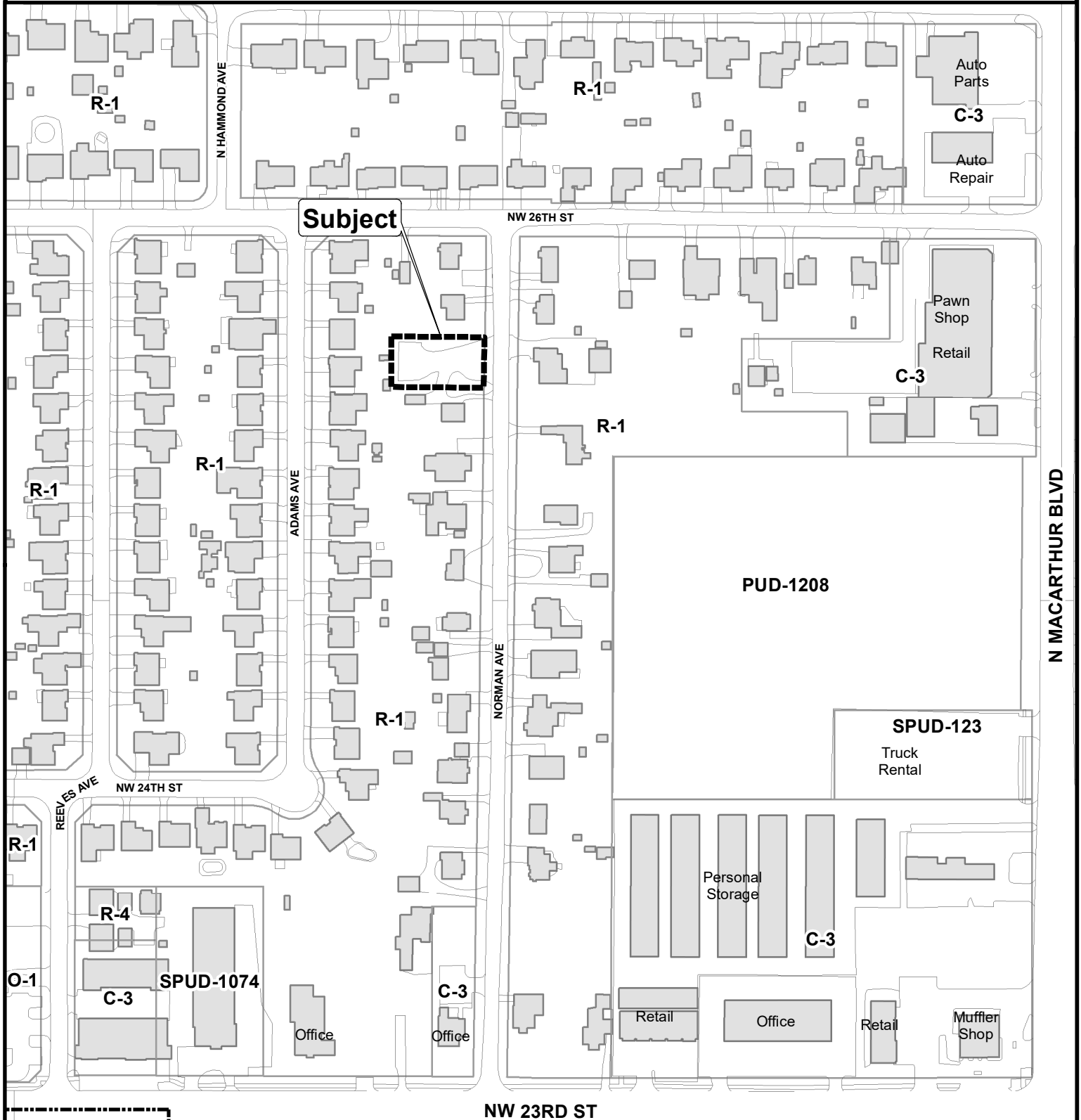
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Case No: SPUD-1715

Applicant: Alejandro Velasco

Existing Zoning: R-1

Location: 2615 Norman Ave.

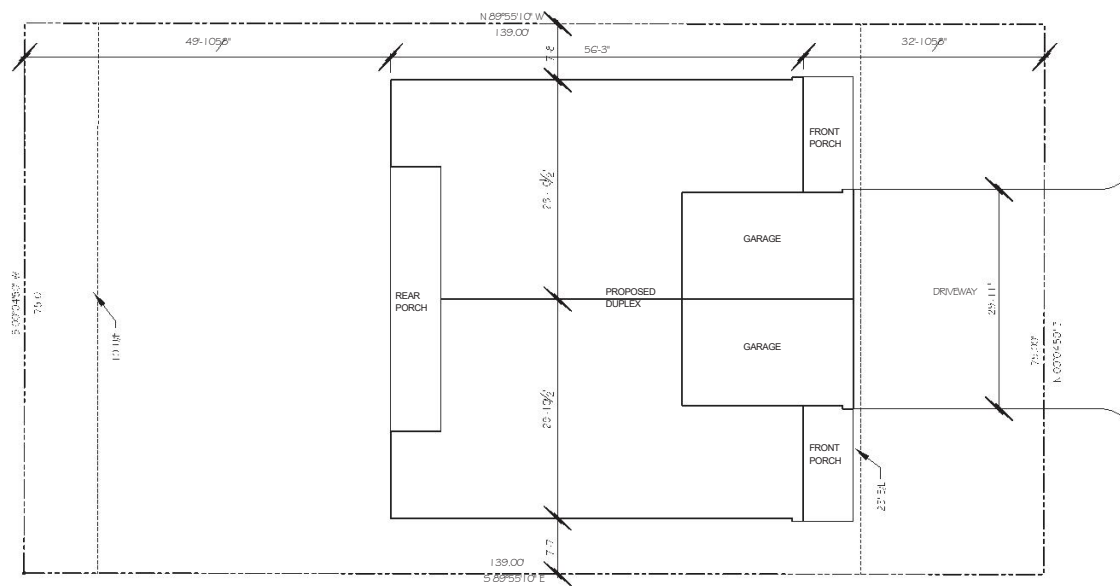


The City of  
OKLAHOMA CITY

## Simplified Planned Unit Development



0 100 200  
Feet




LEGAL DESCRIPTION:  
 PAVES GARDEN ADDITION  
 BLOCK 000 LOT 026  
 OKLAHOMA COUNTY, OKLAHOMA

SQUARE FOOTAGES:  
 VENEER 2,636 SF  
 FRAME 2,635 SF  
 GARAGES 679 SF  
 PORCHES 457 SF

 **1** PROPOSED SITE PLAN

N. NORMAN

	PROJECT NO.: VELASCO DUPLEX	SPUD-1715 Exhibit B	
	ADDRESS: 2617 N. NORMAN AVE. OKLAHOMA CITY, OKLAHOMA	DRAWING TITLE SITE PLAN	
		DATE: JAN. 2024	SHEET NO. <b>1</b>



**Case No: SPUD-1715**

**Applicant: Alejandro Velasco**

**Existing Zoning: R-1**

**Location: 2615 Norman Ave.**



Aerial Photo from 2/2022



The City of  
OKLAHOMA CITY

## Simplified Planned Unit Development



0 100 200  
Feet