



CITY OF NORMAN, OK

FLOODPLAIN PERMIT COMMITTEE MEETING

Development Center, Conference Room B, 225 N. Webster Avenue,
Norman, OK 73069

Monday July 7, 2025 at 3:30 PM

MINUTES

The Floodplain Permit Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Conference Room B at the Development Center, on the 7th day of July, 2025, at 3:30 p.m., and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, Development Center at 225 N. Webster and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

The meeting was called to order by Mr. Sturtz at 3:30 p.m. Roll was taken. Committee members in attendance included Bill Scanlon, Resident Member; Sherri Stansel, Resident Member; Scott Sturtz, Floodplain Administrator; Tim Miles, City Engineer; Lora Hoggatt, Public Services Manager; and Ken Danner, Subdivision Development Manager. Committee members absent included Jane Hudson, Director of Planning. Also in attendance were Jason Murphy, Stormwater Program Manager; and Roxsie Stephens, Staff. Citizens in attendance included Gary Keen, P.E.; Braden Shaffer, P.E.; Ken Giannone, P.E.; Joseph Hill; Brandon Brooks, P.E.; and Ethan Childers.

MINUTES

1. Approval of minutes from the June 2nd 2025 meeting
 - a. Minutes were approved with a vote of 5 to 0, with a minor edit made to wording.

ACTION ITEMS

2. Floodplain Permit No. 718

Mr. Sturtz stated that the floodplain permit application is for the emergency repairs to the sanitary sewer line that crosses Bishop Creek near 730 Stinson.

Mr. Murphy stated the applicant is the City of Norman Utilities Authority. The contractor is TBD and the engineer is Ken Giannone, P.E..

Mr. Murphy provided a staff report, detailing the request with respect to the floodplain permit requirements and potential impacts.

Mr. Murphy stated staff recommends permit app #718 be approved.

Mr. Sturtz asked the committee if they had any questions. There were not any questions from the committee.

Mr. Sturtz asked for any comments from the public. There were not any questions from the public.

Mr. Scanlon motioned to approve the permit. Mrs. Hoggatt seconded the motion. **The permit application was approved with a vote of 6-0.**

3. Floodplain Permit No. 719

Mr. Sturtz stated that the floodplain permit application is for bridge maintenance on Main Street located over Merkle Creek between Merkle Drive and Hal Muldrow Drive.

Mr. Sturtz said the applicant is City of Norman, Streets Division. The contractor is TBD and the engineer is Brandon Brooks, P.E., CFM.

Mr. Murphy presented the staff report, providing details for the bridge maintenance, with respect to the Floodplain permit requirements.

Mr. Murphy stated staff recommends Floodplain Permit Application #719 be approved.

Mr. Sturtz asked the committee if they have any questions. Mr. Scanlon stated that he was very impressed with the details provided with this permit. There were no questions from the committee.

Mr. Sturtz asked for any comments from the public. Mr. Childers asked if the bridge maintenance would create any lane closures. It was confirmed that there would be one lane closed on the road in both directions for the duration of the project.

Mr. Danner motioned to approve. Mr. Scanlon seconded the motion. **The permit application was approved with a vote of 6-0.**

4. Floodplain Permit No. 720

Mr. Sturtz stated that the floodplain permit application is for bridge maintenance for the bridge over Bishop Creek near the intersection of Lindsey Street and Classen Boulevard.

Mr. Sturtz said the applicant is City of Norman, Streets Division. The contractor is TBD and the engineer is Brandon Brooks, P.E., CFM.

Mr. Murphy presented the staff report, providing details for the bridge maintenance, with respect to the Floodplain permit requirements.

Mr. Murphy stated staff recommends Floodplain Permit Application #720 be approved.

Mr. Sturtz asked the committee if they have any questions. There were not any questions from the committee.

Mr. Sturtz asked for any comments from the public. There were not any questions from the public.

Mr. Danner motioned to approve. Mr. Scanlon seconded the motion. The permit application was approved with a vote of 6-0.

5. Floodplain Permit No. 721

Mr. Sturtz stated that the floodplain permit application is for the proposed connection of a water line located in the Bishop Creek floodplain for the proposed development outside of the floodplain at 310 Boyd Street.

Mr. Sturtz said the applicant is OK-OU Holdings, LLC (Frank Rocchio). The contractor is Cowen Construction and the engineer is Braden Shaffer, P.E., CFM (Crafton Tull).

Mr. Murphy presented the staff report, providing details for the proposed development with respect to the Floodplain permit requirements.

Mr. Murphy stated staff recommends Floodplain Permit Application #721 be approved.

Mr. Sturtz asked the committee if they have any questions. There were none.

Mr. Sturtz asked for any comments from the public. There were none.

Mr. Danner motioned to approve. Mr. Scanlon seconded the motion. **The permit application was approved with a vote of 6-0.**

6. Floodplain Permit No. 722

Mr. Sturtz stated that the floodplain permit application is for the proposed construction of a single family residence at 2601 60th Avenue NW in the Ten Mile Flat Creek floodplain.

Mr. Sturtz said the applicant is Jared and Kaylee Gray. The builder is Stonewall Homes and the engineer is Gary Keen, P.E..

Mr. Murphy presented the staff report, providing details for the construction project, with respect to the Floodplain permit requirements.

Mr. Murphy stated staff recommends Floodplain Permit Application #722 be approved with the following conditions:

- Elevation certificate is provided for residential structure prior to final acceptance
- As-built survey should be provided for the drive compensatory storage area prior to final acceptance.

Mr. Sturtz asked the committee if they have any questions. Mr. Scanlon asked why the conditions for approval do not include the various permits that were mentioned in staff reports. Mr. Sturtz explained that the applicant will need to address those permits individually and they do not directly impact the floodplain permit determination.

Mr. Sturtz asked why in the second condition it is worded the way it is and suggested that it be changed to "all fill areas and compensatory storages". Mr. Sturtz also asked if we know what the elevation of the driveway is. Mr. Murphy referred to a survey with elevation contours and asked if Mr. Keen could elaborate any further. Mr. Keen stated that they are planning on building the subgrade up to 1128.5 and will put 6 inches of concrete on top of that. This will make the elevation 1129 and it will slope upwards going towards the structure.

Mr. Scanlon asked if there is any plan for fencing to be built. Mr. Keen stated that he had spoken to the contractor and expressed the difference in submitting the plans for a fence with this permit versus waiting until a later date. He stated he has not heard any request from the owners or contractor for a fence.

Mr. Sturtz asked for any comments from the public. There were not any questions from the public.

Mr. Scanlon motioned to approve with the following amendments to the conditions recommended by staff as proposed by Mr. Sturtz.

- Elevation certificate is provided for residential structure prior to final acceptance
- As-built survey should be provided of all fill areas and compensatory storage area (pond) prior to final acceptance

Mr. Danner seconded the motion. **The permit application was approved with a vote of 6-0.**

7. Floodplain Permit No. 723

Mr. Sturtz stated that the floodplain permit application is for road repairs at two locations in the Ten Mile Flat Creek floodplain. The two locations are over Ten Mile Flat Creek on Robinson Street and on Rock Creek Road, both between 48th Ave. NW and 60th Ave. NW.

Mr. Sturtz said the applicant is City of Norman, Streets Division. The contractor is TBD and the engineer is Brandon Brooks, P.E., CFM.

Mr. Murphy presented the staff report, providing details for the road repairs, with respect to the Floodplain permit requirements.

Mr. Murphy stated staff recommends Floodplain Permit Application #723 be approved.

Mr. Sturtz asked the committee if they have any questions. There were not any questions from the committee.

Mr. Sturtz asked for any comments from the public. There were not any questions from the public.

Mr. Danner motioned to approve. Mrs. Hoggatt seconded the motion. **The permit application was approved with a vote of 6-0.**

MISCELLANEOUS COMMENTS

ADJOURNMENT

Mrs. Stansel motioned to adjourn. Mr. Danner seconded the motion. Mr. Sturtz adjourned the meeting at 4:12 p.m.

Passed and approved this _____ day of _____, 2025

City of Norman Floodplain Administrator, Scott Sturtz