



## **CITY OF NORMAN, OK**

### **FLOODPLAIN PERMIT COMMITTEE MEETING**

**Municipal Building, Executive Conference Room, 201 W Gray, Norman, OK 73069**

**Monday, May 06, 2024 at 3:30 PM**

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## **MINUTES**

### **ROLL CALL**

The meeting was called to order by Mr. Sturtz at 3:29 p.m. Roll was called and 6 members were present with 1 absent, Tim Miles. Others in attendance included, Jason Murphy, Stormwater Program Manager; Kim Freeman, Staff; Gary Keene, Engineer; Scott Anderson, Total Home Construction.

### **MINUTES**

1. Approval of minutes from the February 5, 2024 meeting

Mr. Sturtz asked for any comments or questions from the committee. Hearing none, Mr. Sturtz called for a motion to approve the minutes from the meeting of February 5, 2024. The motion was made by Mr. Scanlon and seconded by Mr. Danner. The minutes were approved 6-0.

### **ACTION ITEMS**

2. Floodplain Permit No. 689

Mr. Sturtz said the Application for Permit 689 is for proposed renovations of a residential structure in the Bishop Creek Watershed and also a little work on the driveway. Mr. Sturtz said the Applicant is Prosperous Properties, LLC, Builder is Total Homes Construction, LLC and the Engineer is Gary Keen, P.E. Mr. Sturtz asked Mr. Murphy to present the staff report. Mr. Murphy said this is an application for the residence located at 626 E. Comanche St. The Applicant is proposing to conduct remodeling work on the interior of the residence. The residence was originally constructed in 1930 and the BFE for this location is 1169.0'. The elevation of the finished floor in the structure is 1171.15'. Technically, the finished floor is already 2 feet above the BFE. In addition to the interior remodel, the applicant is requesting to replace the existing gravel driveway with a concrete driveway that would be at grade. No other work outside of the residence is indicated in the application.

Mr. Murphy reviewed plans and aerial maps of the project location provided to members in their packets.

Mr. Murphy confirmed all ordinance requirements have been met and said staff recommends Floodplain Permit Application No. 689 be approved with the condition that any mechanical and electrical equipment be elevated to an elevation of at least 1171' and that an elevation certificate be provided for the structure and the equipment.

Mr. Sturtz asked for comments from Mr. Keen. Mr. Keen had no comments. Mr. Sturtz asked for comments or questions from the committee. Ms. Hudson said she knows the driveway is still up in the air but asked for confirmation on paving the entire driveway or keeping the

existing gravel drive up to a certain point. Mr. Keen responded they are asking for approval to replace the gravel drive from the street paving back to the fence right by the front edge of the house. Mr. Keene said we'll take out the gravel and soil to the depth of the concrete so the top of the concrete will be the same elevation as the ground is now. Mr. Keene said it is not certain that they will replace the driveway, they wanted to get approval to do it while they are here, but there is discussion going on as to whether they want to invest the additional money. Ms. Stansel asked if the permit is approved, they still have a two year limit. Mr. Sturtz confirmed and said they would have to come in and get a right of way permit to do that because this is in right of way. Mr. Keen said there is some question on whether the City would require a driveway when they come in for the remodel permit. Mr. Danner responded it would not be required by the City because it's a pre-existing condition. Mr. Scanlon wanted to comment that we are requiring the electrical and A/C components have to be elevated and he knows this isn't grounds for disapproval, but he is bothered a little about the storm shelter is underneath and would be submerged. Mr. Sturtz said this is a pre-existing condition and he has the same concern, but we are not allowing it to be put in. Mr. Keen said that if he had to write the report again, he would not call it a storm shelter, he would call it storage. Mr. Keen said speaking with Scott Anderson, who knows more about the house, he believes it has been used as more of a cellar and it does have storage shelves in it. Mr. Keen said when taking photos, he thought to himself it was a pretty safe place, but it doesn't meet all the requirements of a FEMA approved storm shelter. Mr. Keen said I think I called it wrong and it's here for us to discuss. Mr. Sturtz said the fact that we are recommending to go ahead and elevate the A/C units and the electrical brings the site into compliance with permitting regulations.

Mr. Sturtz asked for questions, comments or a motion. Ms. Hudson made a motion to approve Permit 689. Ms. Hoggatt seconded the motion. The committee voted to approve the application 6-0.

## **MISCELLANEOUS COMMENTS**

Mr. Sturtz informed the committee the City received a letter with notice of a LOMR and will come before the committee for approval and then to City Council as part of our ordinance to update our maps. Mr. Sturtz confirmed there are no applications for the next meeting on May 20, 2024 and is cancelled.

## **ADJOURNMENT**

Mr. Sturtz called for a motion to adjourn. Ms. Stansel motioned to adjourn and was seconded by Ms. Hoggatt. The meeting adjourned at 3:47 p.m.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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City of Norman Floodplain Administrator, Scott Sturtz