



CITY OF NORMAN, OK

FLOODPLAIN PERMIT COMMITTEE MEETING

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

Tuesday, January 20th, 2026 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 20th day of January, 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; Ken Danner, Subdivision Development Manager; Jane Hudson, Director of Planning; and Lora Hoggatt, Planning Services Manager. Also in attendance were Jason Murphy, Stormwater Manager; and Roxsie Stephens, staff member. Citizens in attendance included Diana Phan, Johnson & Associates; Mark Daniels; Robert Bruce; Marion Hutt; and Darrell Janeway.

MINUTES

1. Approval of minutes from January 5th, 2026, meeting
 - a. Ms. Hudson motioned to approve. Ms. Hoggatt seconded the motion. Minutes were approved with a vote of 7-0.

ACTION ITEMS

2. Floodplain Permit No. 734

Mr. Sturtz stated that the floodplain permit application is for several outdoor improvement projects at a residence in the Ten-Mile Flat Creek Floodplain. Additionally, he stated the application had been postponed from the December 15th, 2025 meeting.

Mr. Murphy stated the applicant is J. Mark Daniels and the engineer is also J. Mark Daniels.

Mr. Murphy provided the staff report detailing the request with respect to the steps taken since the December 15th meeting, the floodplain permit requirements and potential impacts.

Mr. Murphy stated staff recommends permit app #734 be further postponed with the following conditions:

- A) Further postponement, to be placed on the next regular Floodplain Permit Committee agenda following City Council's approval on the Applicant's request for encroachment of the subject drainage easement only where an encroachment

consent application and all necessary information are submitted to the City of Norman by Applicant within 30 days of today;

- B) But that the permit automatically be deemed **denied** where complete, timely submittal for encroachment consent is **not** accomplished by Applicant within this thirty-day period or City Council denies the Applicant's request for encroachment.

Mr. Daniels asked for clarity surrounding what items would be encroaching as well as what steps would need to be taken to have the encroachment voted on by council. Committee members, Ms. Hudson and Mr. Danner, provided clarity and guidance for Mr. Daniels.

Mr. Sturtz asked the committee if they had any questions. Ms. Hoggatt asked to confirm that the recommendation includes both A and B. Mr. Murphy confirmed both items are applicable together.

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

Mr. Danner motioned to postpone the application. Mr. Scanlon seconded the motion.

The permit was approved with a vote of 7-0.

3. Floodplain Permit No. 736

Mr. Sturtz stated that the floodplain permit application is for extension of a natural gas service line in the Little River Floodplain near the intersection of N. Flood Avenue and W. Franklin Road.

Mr. Murphy stated the applicant is Oklahoma Natural Gas and the engineer is Johnson and Associates, Inc.

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

Mr. Murphy stated staff recommends permit app #736 be approved.

Mr. Sturtz asked the committee if they had any questions. Ms. Hudson asked if the motion to approve would include an additional site plan that was not included in the packet for the meeting. Mr. Murphy stated that he would email the committee the additional site plan.

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

Mr. Danner motioned to approve the application with the additional site plan being provided. Ms. Hudson seconded the motion.

The permit was approved with a vote of 7-0.

MISCELLANEOUS COMMENTS

Mr. Sturtz asked if there were any miscellaneous comments. Mr. Murphy stated that currently there are not any applications pending for the next meeting.

ADJOURNMENT

Ms. Hoggatt motioned to adjourn. Ms. Stansel seconded the motion. Mr. Sturtz adjourned the meeting at 3:57 p.m.

Passed and approved this _____ day of _____, 2026

City of Norman Floodplain Administrator, Scott Sturtz