office memorandum

Date: October 28, 2026

To: Jamie Meyer, City Clerk

From: Nathan Madenwald, Utilities Engineer

Subject: Consent to Encroach 2627-1
(3805 Brenton Circle – Block 1, Lot 3 Brookhaven No. 44 Addition)

An existing platted utility easement lies along the east side of the subject property. The applicant is requesting encroachment into the east 20-foot easement for a retaining wall.

A 6-inch waterline and an 8-inch sanitary sewer line are located in the existing street right-of-way. No water or sewer facilities are located within the easement to be encroached upon.

The Norman Utilities Authority (NUA) objects to all encroachments in utility easements. However, if the applicant agrees to the following requirements with consent document filed of record on the property for the duration that the encroachment is in place, NUA staff will not oppose a recommendation for approval:

1. The property owner will be responsible for the cost to repair any damages to the City's utilities caused by any excavation or other construction activities conducted by the property owner or his agents.
2. The property owner will be responsible for the cost the City incurs to remove any improvements or structure if needed to maintain, repair, or install NUA facilities.
3. The property owner will be responsible for the cost to repair or replace any improvements or structure after such repairs.
4. The property owner will waive and release any claims against the City for any damages to the residence and related improvements caused by failure or repair, maintenance, and installation of the City's utilities within the easement area.

Please advise if questions arise.

Attachments: Map of Water and Sewer Infrastructure
October 6, 2026, Consent to Encroachment No. 2627-1 Memo from City Clerk

cc: Ken Danner
Beth Muckala
Anthony Purinton
Sarah Encinias
Chris Mattingly
Utilities Folder


Interactive City Map
City of Norman
Planning & Community Development
GIS Services Division
Layers
Layer
Legend
Address Number
Street Names
Water
Sewer
Stormwater
Land Base
Lot Line
Parcels
Subdivisions
Easements
Conservation Easements
BOR Flowage Easement Parcels
Planimetric
Zoning Layers
Planning
General Information
Aerial Photography
BRENTON CIR
20 ft