

FLOODPLAIN PERMIT COMMITTEE MEETING  
*201 West Gray, Building A, Conference Room D*

*Monday, May 6, 2019  
3:30 p.m.*

Minutes

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PRESENT: Shawn O’Leary, Director of Public Works  
Jane Hudson, Interim Director of Planning  
Scott Sturtz, City Engineer  
Ken Danner, Subdivision Development Manager  
Neil Suneson, Citizen Member  
Sherri Stansel, Citizen Member

OTHERS PRESENT: Carrie Evenson, Stormwater Program Manager  
Todd McLellan, Development Engineer  
Amy Shepard, Staff  
Nathan Madenwald, Utilities Engineer  
Mark Daniels, Utilities Engineer  
J.W. Dansby, Engineer  
Barbara Metz, Citizen  
Kimberly Bryan, Citizen  
Curtis Bryan, Citizen

The meeting was called to order by Shawn O’Leary at 3:30 p.m.

**Item No. 1, Approval of Minutes:**

All six members of the committee were present, and a quorum was established. Mr. O’Leary called for a motion to approve the minutes from the meeting of April 1, 2019. A motion was made to approve the minutes by Scott Sturtz. The motion was seconded by Ken Danner. The minutes were approved 6-0.

**Item No. 2, Floodplain Permit Application No. 606:**

Mr. O’Leary said this application is for the construction of a storage shed, gravel drive, septic system, and water well located at 6717 West Rock Creek Road, in the Canadian River floodplain. Mr. Ken Danner asked the applicant about the origin of the address on the

application. Mr. J.W. Dansby, Applicant's engineer, stated that the address was obtained from an approximation using Google Maps and may not be the final address. Mr. Danner said that the City is requesting the application be listed as 6601 West Rock Creek Road. Mr. O'Leary acknowledged the change to reflect the updated address for the location. Dr. Carrie Evenson gave the staff report for Floodplain Permit Application No. 606 and noted the address as 6601 West Rock Creek Road. Dr. Evenson introduced the applicant, Kimberly Bryan, and the project engineer, J.W. Dansby, to the committee. Dr. Evenson said the applicant owns a 30 acre tract of land which is partially located in the Canadian River floodplain. Dr. Evenson said the applicant is applying to install an approx. 5,000 sq ft shop building, a gravel driveway, septic system, and water well and will be located entirely within the Canadian River floodplain. Dr. Evenson said an elevation certificate will be required at the completion of construction to verify that the elevation requirement has been achieved. Dr. Evenson reviewed the current site plan and compensatory storage as provided by the applicant's engineer. Dr. Evenson reviewed the applicable floodplain ordinances. Dr. Evenson said staff recommends Floodplain Permit Application No. 606 be approved.

Mr. O'Leary asked if there was additional information the applicant would like to add. Ms. Bryan didn't have anything to add to the presentation. Mr. O'Leary confirmed the address of the application to be 6601 West Rock Creek Road. Mr. O'Leary asked if there were any questions or comments from the committee. Mrs. Sherri Stansel said since the entire construction area is within the floodplain and is located at the farthest end of the property, which requires more fill to be added in the floodplain area, would the compensatory storage area have constant ponding? Mr. J.W. Dansby said that the area is mostly flat and the elevation is the same across the property. Mr. Neil Suneson asked what the current

groundwater elevation is at the location. Mr. Dansby said the exact level hadn't been identified. Mr. Suneson said that if the groundwater elevation is less than two (2) feet beneath the surface it would impact the compensatory storage area. Mr. Dansby confirmed the level is below two feet. Mr. Curtis Bryan added that his hope is that some of the water will pond in the compensatory storage area to assist in watering livestock on their adjacent property, and asked if that would be a concern. Mr. O'Leary said that there is a size limitation that requires the pond be less than five (5) acres or it requires City Council approval.

Mr. O'Leary said there is a pending updated Flood Insurance Rate Map (FIRM), and wanted to confirm use of the best available information in evaluating this application. Dr. Evenson confirmed that the pending FIRM was used in consideration of this application. Mr. O'Leary noted for the committee the information used for the presentation is based on the best available information that has not yet been adopted by City Council.

Mr. Danner noted for the applicant that the drive approach would require a permit and must be hard surfaced. Mr. Danner asked if the alignment of the drive matched the drive on the opposite side of the street south of Rock Creek Road. Mr. Danner advised the applicant of a previous Certificate of Survey where the traffic engineer stated that the drive approach for this tract of land must line up with the drive on the south side of the road. Mr. Bryan said he would try to ensure that is done.

Mr. Bryan asked the committee about moving the planned location of the structure from 300 feet north of Rock Creek Road to 100 feet north of Rock Creek Road. Mr. O'Leary said that the plans would need to be revised before the committee could approve the application. Mr. Dansby said the application reflects the plans and they meet all setback requirements. Mr. Dansby said moving the site location south closer to the road would reduce the amount of

driveway needed and would have less of an impact to the floodplain. Mr. O'Leary said the assessment of impact is probably correct but the committee needs to know the final plan in order to approve the application. Mr. McLellan advised the applicant and engineer that by reducing the length of the driveway there would be a loss of compensatory storage associated with the driveway ditches and a loss of fill to complete the pad for the elevated building. Mr. Dansby said that in his calculations he did not include the fill from the driveway. Both Jane Hudson and Mr. Danner said the building must be set back a minimum of 100 feet from the centerline of Rock Creek Road. Mr. O'Leary gave the option to postpone and return with new plans or to clarify what the committee is being asked to approve. Mr. Dansby said the current plans indicate a setback of 133 feet from the centerline of Rock Creek Road. Mr. Suneson asked for clarification on the proposed changes to the proposed location of the application. Mr. Dansby said he would submit updated plans. Mr. O'Leary asked for additional questions from attendees. Mr. Mark Daniels with City of Norman Utilities noted for the applicant a permit would be required for the well. Mr. O'Leary gave the committee the option to postpone the action until the site plan is updated and clarified on the application or a motion could be made to require the updates prior to the permit issuance due to the adjustments to the application.

Mr. Danner asked how the compensatory storage is verified. Mr. McLellan said that the elevation certificate is required at completion and as-builts can be requested. Mr. Suneson asked if the darkened areas on the ariel map typically hold water. Mr. Bryan said the area doesn't grow grass and is flat but he doesn't remember it being wet. Mr. O'Leary noted the map included in the application reflects those areas as low lying areas. Mr. Suneson expressed concern that compensatory storage located in a low lying area with high groundwater levels

could result in loss of compensatory storage. Mr. Dansby reassured the committee that the groundwater levels are below four feet and will not decrease compensatory storage.

Mr. Sturtz motioned for conditional approval upon receipt of the revised site plan, including locations of driveway access from Rock Creek Road, compensatory storage, and building for Floodplain Permit Application No. 606. Mr. O'Leary seconded the motion and added that since there are many changes to the application than he would like to add that the permit would be issued when the revised site plan is received. The committee voted to conditionally approve the application 6-0.

**Item No.3, Floodplain Permit Application No. 608:**

Mr. O'Leary said this application is for the construction of sanitary sewer lines to the east of Clearwater Drive in the Eastridge Section 3 Addition and north of Wood Valley Road in the Summit Valley Section 2 Addition, which is located in the Upper Dave Blue Creek floodplain. Dr. Evenson gave the staff report. Dr. Evenson said the applicant is the Norman Utilities Authority and the engineer for the project is Nathan Madenwald. Dr. Evenson said the contractor had not yet been selected for the project. Dr. Evenson reviewed a map of the project location and its proximity to Dave Blue Creek. Dr. Evenson said the Summit Valley interceptor will extend 12 and 15-inch sewer lines northerly from the Summit Valley development to the existing Eastridge Lift Station. Dr. Evenson said the engineer has certified there will be no increase in the Base Flood Elevation (BFE). Dr. Evenson reviewed all applicable ordinance requirements and stated that they had been met. Dr. Evenson said staff recommended Floodplain Permit Application No. 608 be approved.

Mr. O’Leary asked for comment from the applicant and engineer. Mr. Madenwald didn’t have additional information to provide. Mr. O’Leary asked for committee comment or questions. Mr. Sturtz clarified that the proposal is to open cut and asked what the status of the creek flow is. Mr. Madenwald said the location did not have much flow. Mr. Madenwald said when he visited the site there was flow and confirmed that the flow of the creek would be maintained during construction. Mr. Mark Daniels, Utilities Engineer, said they propose casing be used to protect the creek. Mr. Daniels said he walked the site and did not see any flow but the ground was wet and muddy. Mr. Sturtz inquired if there was intent to apply geotextile fabric under the rip rap. Mr. Madenwald said geotextile fabric could be installed if it was preferred. Mr. Sturtz deferred to Dr. Evenson, and she confirmed using the geotextile fabric would be the preferred application. Mr. O’Leary thanked the engineers and asked for public comments or questions. Hearing none, Mr. O’Leary called for a motion or amendment. Mr. Danner motioned to approve Floodplain Permit Application No. 608. Mr. Sturtz seconded the motion. The committee voted to approve the application 6-0.

**Item No. 4, Miscellaneous Discussion:**

- a) Mr. O’Leary confirmed no applications were received for the May 20, 2019 meeting; therefore, it has been cancelled.
- b) Mr. O’Leary said there are no pending applications for the June 3, 2019 meeting to date, and the deadline for applications is Wednesday, May 15, 2019.
- c) Ms. Stansel inquired about the status of two outstanding flood studies on Ten Mile Flat Creek and Brookhaven Creek. Mr. O’Leary said they are still under Federal Emergency Management Agency (FEMA) review. Mr. McLellan added that

preliminary maps have been provided but have not been adopted or released. Mr. O'Leary said when they are released, a public meeting would be held. Mr. McLellan stated that there is a 90-day period for citizens to appeal the determinations once FEMA releases the updates to the public. Mr. O'Leary said that any properties that are impacted would be individually notified of the public meeting. Mr. O'Leary said after all of those steps, the updates would come back to the City to be presented to the Floodplain Committee, Planning Commission and then to City Council for adoption.

- d) Ms. Stansel inquired about the status of the West Main Street project over Brookhaven Creek. Mr. Sturtz said the contractor is still working further down the creek on the south of Main Street with homeowners on fence removal and streambank stabilization. Mr. Sturtz said they still have a few things to address to the north of Main St. with the turf reinforcement mat and are working to open most of the roadway. Mr. Sturtz said there will be a continued need to keep one lane closed during the work in the creek for access and safety, but they are working to get the entire road reopened as soon as possible. Ms. Stansel asked about the erosion to the north of Main St. Mr. Sturtz said stabilization is still needed and will be addressed. Mr. O'Leary confirmed project completion is still a few months out.

**Item No. 4, Adjournment:**

Mr. O'Leary called for a motion to adjourn. Mr. Sturtz motioned to adjourn and was seconded by Ms. Stansel. Motion was approved 6-0. Meeting adjourned at 4:12 p.m.