

FLOODPLAIN PERMIT COMMITTEE MEETING
201 West Gray, Building A, Conference Room D
Virtual Meeting via Video Conference

Monday, November 2, 2020
3:30 p.m.

Minutes

PRESENT: Shawn O’Leary, Director of Public Works
Ken Danner, Subdivision Development Manager
Jane Hudson, Director of Planning and Community Development
Scott Sturtz, City Engineer
Lora Hoggatt, Planning Services Manager
Sherri Stansel, Citizen Member

OTHERS PRESENT: Carrie Evenson, Stormwater Program Manager
Todd McLellan, Development Engineer
Amy Shepard, Staff
Earl “Gary” Keen, Keen Engineering

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

Item No. 1, Approval of Minutes:

Six members of the committee were present, and a quorum was established. Mr. O’Leary said the Floodplain Committee has a vacancy of one of the citizen members. He said he would follow up with the City Clerk’s office about the status of that position and anticipates the position will be filled soon. Mr. O’Leary called for a motion to approve the minutes from the meeting of September 8, 2020. A motion was made to approve the minutes by Sherri Stansel. The motion was seconded by Lora Hoggatt. The minutes were approved 6-0.

Item No. 2, Floodplain Permit Application No. 617:

Mr. O’Leary said this application is for the installation of an 18 inch corrugated metal pipe and concrete driveway on the property located at 700 72nd Ave NE in the Little River Floodplain. Dr. Carrie Evenson gave the staff report for Floodplain Permit Application No. 617. Dr.

Evenson said the Floodplain Permit application is for the installation of an 18” corrugated metal pipe and concrete driveway on the property located at 700 72nd Ave SE in the Little River floodplain as part of the Kirby Ranch Certificate of Survey. Dr. Evenson introduced the Applicant as Cara & Kale Jackson and their engineer as Earl “Gary” Keen. Dr. Evenson said Mr. Keen was in attendance representing the Applicant. Dr. Evenson said the Applicant owns an approximately 10 acre tract, a portion of which is in the Little River floodplain in northeast Norman. Dr. Evenson said the Applicant desires to install a low water crossing consisting of eighteen feet of eighteen inch corrugated metal pipe and a twenty foot wide concrete driveway on the east side of the property to provide access to a future residence. Dr. Evenson said the future residence will be located outside of the 100 year floodplain and Water Quality Protection Zone (WQPZ). Dr. Evenson said the proposed location of the low water crossing is within a dedicated WQPZ but that driveway access is allowed across this area. Dr. Evenson reviewed the Kirby Ranch Certificate of Survey map, the approximate location of Lot 7, and the location of the low water crossing within the floodplain. Dr. Evenson reviewed proposed low water crossing plans and photographs of the current culvert that will be repurposed and used in the new design. Dr. Evenson said the project engineer certified that no fill will be brought into the floodplain. Dr. Evenson said for design of the culvert and new roadway, the Applicant’s Engineer created a HEC-RAS hydraulic analysis to compare existing and proposed post developed conditions. Dr. Evenson said the Applicant’s Engineer certifies that the proposed improvements will not increase the existing Water Surface Elevation by more than 0.05 feet. Dr. Evenson verified the application meets all applicable ordinances and said that staff recommends approval of Floodplain Permit Application No. 617. Mr. O’Leary asked for comments or questions on behalf of the Applicant. Hearing none, he asked if there were any

questions from the committee. Scott Sturtz recommended approval of Floodplain Permit Application No. 617. Jane Hudson seconded the motion. The committee voted to approve the application 6-0.

Item No. 3, Miscellaneous Discussion:

- a) Mr. O’Leary said the November 16, 2020, meeting has been cancelled due to lack of applications.
- b) Mr. O’Leary said there are pending applications and to anticipate the Floodplain Permit Committee would meet on December 7, 2020.
- c) Ms. Stansel asked for an update on the floodplain violation at Pickard Ave. Dr. Evenson and Mr. O’Leary said they had not received a recent update but would follow up with the Legal Department about the status.
- d) Mr. Keen commented about a previous application he had represented, Floodplain Application No. 613, and stated that he had not had any recent communication with the Applicant.

Item No. 5, 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 3:43 p.m.