

FLOODPLAIN PERMIT COMMITTEE MEETING  
*201 West Gray, Building A, Conference Room D*  
*Monday, January 4, 2021*  
*3:30 p.m.*

Minutes

---

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

OTHERS PRESENT:        Todd McLellan, Development Engineer  
                                 Amy Shepard, Staff  
                                 Eric Waggoner, Freese & Nichols  
                                 David Riesland, Transportation Engineer  
                                 Nathan Madenwald, Utilities Engineer  
                                 Kenneth Giannone, Capital Projects Engineer

The meeting was called to order by Scott Sturtz at 3:30 p.m. Mr. Sturtz welcomed the committee and said four Floodplain Permit applications would be presented to the committee and all of the applications were for City of Norman projects.

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

Five members of the committee were present, and a quorum was established. Mr. Shawn O’Leary was absent from the meeting. Mr. Scott Sturtz called for a motion to approve the minutes from the meeting of December 7, 2020. A motion was made to approve the minutes by Sherri Stansel. The motion was seconded by Ken Danner. The minutes were approved 5-0.

**Item No. 2, Floodplain Permit Application No. 621:**

Mr. Sturtz said this application was for construction of a multi-modal path/sidewalk on Constitution Street from Jenkins Ave to Classen Blvd. A portion of this project is located within the Bishop Creek floodplain. Mr. Sturtz said the Applicant’s engineer was Freese and Nichols,

Inc., and the Applicant was the City of Norman Public Works Department. Mr. Todd McLellan gave the staff report for Floodplain Permit Application No. 621. Mr. McLellan introduced Mr. Eric Waggoner, the project engineer with Freese & Nichols, Inc. Mr. McLellan said the application was for construction of a multi-modal path/sidewalk on Constitution Street from Jenkins Ave to Classen Blvd in the Bishop Creek floodplain and floodway. Mr. McLellan reviewed the location map and noted the proximity to the Jimmy Austin Golf Course. Mr. McLellan said the site has existing five foot sidewalks. Mr. McLellan said the existing sidewalks will be removed and replaced with ten foot sidewalks. Mr. McLellan stated that the back of the new sidewalk would line up with the back of the current sidewalk to minimize grading within the floodplain. Mr. McLellan reviewed the provided project plans, noted the grading cross sections, and confirmed the project engineer certified that there will be no rise in the Base Flood Elevation (BFE). Mr. McLellan verified all applicable ordinances and confirmed the application meets all ordinance requirements. Mr. McLellan said staff recommended approval of Floodplain Permit Application No. 621. Mr. Sturtz asked if there were any comments from the applicant or representatives; hearing none, he asked for questions from the committee. Mr. Danner recommended approval of Floodplain Permit Application No. 621. Lora Hoggatt seconded the motion. The committee voted to approve the application 5-0.

**Item No. 3, Floodplain Permit Application No. 622:**

Mr. Sturtz said this application was for the installation of several City water transmission line segments to connect new water wells to the water distribution system. Mr. Sturtz said portions of the work will occur in the Little River floodplain. Mr. Sturtz introduced the applicant as the Norman Utilities Authority; the contractor as SMC Utilities Construction and Hammer Construction; with engineering from Garver Engineering and Cardinal Engineering. Mr.

McLellan introduced Nathan Madenwald, Utilities Engineer, and Ken Giannone, Capital Projects Engineer, for the Norman Utilities Authority. Mr. McLellan gave the staff report for Floodplain Permit Application No. 622. Mr. McLellan said the application is part of the 2015 Water Well Lines project and is a necessary component of the overall new water well project. Mr. McLellan said the project will connect the recently drilled water wells to the drinking water distribution system. Mr. McLellan stated that nine new water wells have been drilled and their accompanying well houses are currently under construction. Mr. McLellan said the installation of the water transmission line segments was necessary to connect the new water wells to the water distribution system and had been separated into two projects. Mr. McLellan said one project, currently being installed by SMC Utility Construction, will install approximately 11,200 feet of 12-inch water line from 36th Ave NE to 60th Ave NE along Franklin Road and approximately 5,200 feet of 12-inch water line from Franklin Road to Indian Hills Road along 60th Ave NE. Mr. McLellan reviewed the map and noted the location for the committee. Mr. McLellan said the second project, currently being installed by Hammer Construction, will install four segments as follows: 1) Segment 1 extends 5,200 feet north from Lakeview Elementary along 108th Ave NE and is not in the floodplain; 2) Segment 2 extends 1,600 feet east of 108th Ave NE along Tecumseh Road; 3) Segment 3 extends 3,200 feet north of Tecumseh Road along 84<sup>th</sup> Ave NE; and 4) Segment 4 extends 2,600 feet south from Tecumseh Road along 48th Ave NE and is not in the floodplain. Mr. McLellan said the installation of the new water lines will be primarily through open cut methods where the contractor will dig a trench, install the water line, test and disinfect, and then restore the area to a condition as good as or better than prior to the project. Mr. McLellan said where necessary to minimize damage to streams, the water line will be installed using boring methods. Mr. McLellan reviewed the

location of the boring in the Little River floodplain. Mr. McLellan reviewed the applicable ordinances and confirmed all have been met. Mr. McLellan said staff recommended approval of Floodplain Permit Application No. 622. Mr. Sturtz asked if there were any comments from the applicant or representatives; hearing none, he asked for questions from the committee. Mr. Danner recommended approval of Floodplain Permit Application No. 622. Sherri Stansel seconded the motion. The committee voted to approve the application 5-0.

**Item No. 4, Floodplain Permit Application No. 623:**

Mr. Sturtz said this application was for the construction of a permanent Household Hazardous Waste Collection facility to be located at 3901 S. Chautauqua Avenue where portions of the work, including paving and other site improvements, will occur in the Canadian River floodplain. Mr. Sturtz said the Norman Utilities Authority was the applicant and CEC Corporation was the Applicant's engineer. Mr. McLellan gave the staff report for Floodplain Permit Application No. 623. Mr. McLellan introduced Mr. Nathan Madenwald, Utilities Engineer for Norman Utility Authority, as the project manager. Mr. McLellan said the applicant owns a 30 acre parcel located at 3901 S. Chautauqua Avenue where the applicant plans to build a new building for a permanent Household Hazardous Waste Collection facility (HHWCF) in a location previously occupied by the old transfer station. Mr. McLellan said the building itself will be located outside of the floodplain boundaries, but that some of the additional site improvements, such as paving, fencing, and grading, will will be located within the floodplain. Mr. McLellan reviewed a rendering of the new facility and the location of the floodplain on the property. Mr. McLellan said the current entrance to the site will be relocated to the north along Chautauqua Avenue and that the existing entrance at the intersection of Chautauqua Avenue and Bratcher Miner Road will be removed. Mr. McLellan stated that site grading will occur to

the north, east, and south of the proposed location of the HHWCF and include new concrete drives and parking areas needed to access the new facility, an outdoor material storage area, and a new gate and section of fencing to be located at the southwest corner of this location within the floodplain. Mr. McLellan said according to the site plans, chain link fencing will be used so as not to impede the flood flows. Mr. McLellan said that the structure will not be in the floodplain and reviewed the grading plan. Mr. McLellan reviewed the applicable ordinances. Mr. McLellan verified the application meets all applicable ordinances and said that staff recommended approval of Floodplain Permit Application No. 623. Mr. Sturtz asked if there were questions about this application. Ms. Jane Hudson asked if this project had been presented to City Council for special use approval. Mr. Madenwald said the project was approved by City Council at the December 8, 2020 meeting. Mr. Sturtz asked for clarification on where compensatory storage would be located. Mr. Maddenwald confirmed the compensatory storage location is in a detention area to the southwest of the building and in the ditches. Ms. Stansel and Mr. Danner confirmed the building will be more than six feet above the BFE and is not located within the floodplain. Mr. Danner recommended approval of Floodplain Permit Application No. 623. Ms. Hoggatt seconded the motion. The committee voted to approve the application 5-0.

**Item No. 5, Floodplain Permit Application No. 624:**

Mr. Sturtz said this application was for the replacement of several sewer line segments via pipe bursting, with portions of the work occurring in the Woodcrest Creek floodplain. Mr. Sturtz said the applicant is the Norman Utilities Authority, the contractors are Horseshoe Construction and Jordan Contractors, and the engineer is Nathan Madenwald. Mr. McLellan gave the staff report for Floodplain Permit Application No. 624. Mr. McLellan said the FYE 2017 Sewer

Maintenance Project will replace sanitary sewer lines in the Woodcrest Creek floodplain and surrounding neighborhoods as part of two separate construction projects. Mr. McLellan reviewed the site locations and boundaries of the project scope. Mr. McLellan noted the locations that are in the Woodcrest Creek floodplain on the map. Mr. McLellan stated that the first project is being completed by Horseshoe Construction and will replace 28,500 feet of 6, 8, and 12-inch sewer lines generally between Porter Avenue and 12th Avenue NE from Rock Creek Road to Tecumseh Road. Mr. McLellan said the second project is being completed by Jordan Contractors and will replace 2,400 feet of 15-inch sewer line in a common area for The Vineyard and further south to Sequoyah Trail. Mr. McLellan said the sewer lines for both projects are being replaced using pipe bursting with excavation limited to areas for pipe insertion pits and sewer service reconnections. Mr. McLellan said the engineer has indicated that Woodcrest Creek and the surrounding floodplain will be returned to the original lines and grades. Mr. McLellan said any excess spoils will be removed and disposed of outside of the floodplain. Mr. McLellan reviewed the map of locations and noted which locations were within the floodplain. Mr. McLellan verified the application meets all applicable ordinances and said that staff recommended approval of Floodplain Permit Application No. 624. Mr. Sturtz asked if there were any questions from the committee. Mr. Danner confirmed that all the replacements are being made using pipe bursting as the method. Mr. Madenwald confirmed that pipe bursting would be used. Mr. Danner recommended approval of Floodplain Permit Application No. 624. Ms. Stansel seconded the motion. The committee voted to approve the application 5-0.

**Item No. 6, Miscellaneous Discussion:**

- a) Mr. Sturtz reviewed the Floodplain Permit Committee 2020 End of Year Summary. Mr. Sturtz said the Floodplain Permit Committee approved eight (8) permits, one violation

was still in process, and new floodplain maps for Ten Mile Flat Creek and Brookhaven Creek would be effective on January 15, 2021. Mr. Sturtz said the City continued to participate in the Community Rating System, which allows the citizens of Norman to participate in discounted flood insurance rates. Mr. Sturtz noted the accomplishment of the Cleveland County Hazard Plan update, and the reduction in flooding potential in the Canadian Shores mobile home park due to the improvements made to the bridge at Main Street over Brookhaven Creek.

- b) Mr. Sturtz stated that the January 19, 2021 meeting is cancelled.
- c) Mr. Sturtz said the February 1, 2021 meeting has no pending applications and the deadline for submittals is January 13, 2021.

Mr. Sturtz asked for any final comments or questions from the committee. Ms. Hudson said the property owner at 535 S. Pickard Ave had applied for a demolition permit to remove the garage structure that had been built in the floodway. Ms. Hudson asked the status of Floodplain Application No. 584 for a building addition on the house structure at 535 S. Pickard. Mr. McLellan said that an as-built drawing of compensatory storage was required for the addition and hadn't been received.

**Item No. 7, Adjournment:**

Mr. Sturtz called for a motion to adjourn. Jane Hudson motioned to adjourn and was seconded by Ms. Stansel. Motion was approved 5-0. Meeting adjourned at 4:01 p.m.