

FLOOD PLAIN PERMIT COMMITTEE MEETING  
*201 West Gray, Building A, Conference Room D*  
*Monday, April 7, 2014*  
*3:30 p.m.*

Minutes

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

OTHERS PRESENT:       Todd McLellan, Development Engineer  
                              Julie Shelton, Staff  
                              Ole Marcussen, SMC Consulting  
                              Shea Wesson, business owner  
                              Zach Roach, Ideal Homes  
                              Lindsey Lewis, property owner  
                              JD Johnson, property owner  
                              Gary Keen, Engineer

The meeting was called to order by O’Leary.

**Item No. 1 Approval of Minutes:** O’Leary asked for a motion for approval of the minutes from the meeting of March 17, 2014. Motion to approve minutes by Connors. Seconded by Sturtz. Stansel and Suneson abstained as both were not present for March 17<sup>th</sup>, 2014 meeting. Approved 5-0.

**Item No. 2, Flood Plain Permit Application No. 539a:** O’Leary introduced Application No. 539a as a request for a flood plain permit submitted by Shea and Kendra Wesson to construct a barn on their property located at 6474 West Rock Creek Road. McLellan introduced Wesson and stated that this additional request is to amend the previous permit to include construction of a barn. McLellan showed the committee the location of the property and noted that the previous permit had been approved on March 17, 2014 for a house addition. It was added that the property is located in the Ten Mile Flat Creek flood plain. Information was given regarding the barn noting that it is a 30 foot by 60 foot metal frame building with a slab on grade foundation. An existing garage was show which will be removed and replaced by the barn. Approximately 150 cubic yards of fill material will be required to elevate the barn to meet the requirements of being 2 feet above the base flood elevation (BFE) and it was added that an elevation certificate will be required after the barn has been constructed.

Applicable ordinance sections were reviewed to include fill restrictions, compensatory storage and no rise considerations.

O'Leary asked for additional comments from the applicant or anyone else in attendance. Danner asked for the location where the fill will be brought in and Wesson clarified the location. Motion for approval from Suneson. Seconded by Sturtz. Approved 7-0.

**Item No. 3, Flood Plain Permit Application No. 541:** O'Leary introduced the application as a request for a flood plain permit to build restroom facilities on the Trails golf course. The location for these are located near Hole # 7 and near Hole #14. McLellan introduced Ole Marcussen, the applicant's engineer. McLellan showed the committee the location of the property and confirmed that it is located on the south side of Highway 9, south of Imhoff Road right along the Canadian River.

McLellan explained that the two restrooms to be constructed would be located on the southeast and west ends of the golf course. Both buildings will be identical and will consist of 11 ½ foot by 20 foot masonry stone buildings with a shingled roof. In addition, an attached canopy supported by three columns will be located on one side of each facility. An artist rendering was shown of the building to include elevation views and a foundation plan.

It was noted that both buildings are in the flood plain, but, both are outside of the flood way. McLellan informed the committee that fill would have to be brought in so that the buildings would be two feet above the base flood elevation. Fill will be taken from within the floodplain along the river to provide compensatory storage. Applicable ordinance sections were reviewed to include fill restrictions, compensatory storage and no rise considerations to include the need for an elevation certificate prior to receiving a certificate of occupancy.

O'Leary asked for additional comments from Marcussen. He had none. Suneson asked if the sewer connection will be to the City sewer and it was confirmed. Discussion ensued concerning new service lines that would have to be laid, the location of the lines, and where the lines would connect.

Motion to approve from Danner to include that an inspection will be made to verify that there has not been an increase in the grade and base flood elevation after the water and sewer service lines have been laid. In addition, confirmation of where the compensatory storage is located. Seconded by Connors. Approved 7-0.

**Item No. 4, Flood Plain Permit Application No. 542:** O'Leary introduced the application as a request for a flood plain permit to construct an access drive approach and install culverts on the west side of Porter Avenue immediately north of Little River to access an existing oil tank battery. McLellan introduced Zach Roach, representing Terra Verde Development and Ole Marcussen, the applicant's engineer. McLellan showed the committee the location of the property and confirmed that the entire site is located in the floodway of the Little River. McLellan gave a brief description of the new development to include a 119 single family residential lot subdivision which was approved by City Council in February 2013. As part of the development construction, it was noted that a tank battery at an existing oil well had to be

relocated due to it being in the middle of the new development. McLellan informed the committee that the new location of the tank battery is currently in the floodway located on the north side of Little River.

As part of the tank battery work, the access drive approach and culverts will be upgraded and the approach will be approximately 60 feet wide. It was clarified that the approach will require gravel to bring it up to grade and then concrete will be placed on top. Additional details of the slope walls and approach construction were given and McLellan added that if the flood plain permit is approved, then a driveway approach permit will be required to ensure that it is constructed according to City standards.

The committee reviewed different pictures of the area and McLellan read over applicable ordinance sections to include compensatory storage requirements and no rise considerations.

O'Leary asked for any additional information from the applicant and Marcussen added that concrete would be added to the drive surface. Marcussen then showed the committee the portion of the Legacy Trail sidewalk that will be located in the flood plain where dirt will be removed to provide compensatory storage.

Brief discussion ensued regarding the amount of water that can be carried through the culverts. Danner asked about the inspection responsibility of the approach.

Motion to approve by Sturtz with the condition that the drive approach is sloped away from the street to prevent water from ponding on the road. Seconded by Stansel. Approved 7-0.

**Item No. 5, Flood Plain Permit Application No. 543:** O'Leary introduced the application as a request for a floodplain permit to construct a new foundation and elevate a home located at 206 S. Lahoma. McLellan introduced Gary Keen, the applicant's engineer. McLellan showed the committee the location of the property which is located on the west side of South Lahoma Avenue and located in the floodway of Imhoff Creek. The residence is a single story structure with an attached patio. Information was given as to how the house was constructed including the dimensions.

A brief history was given regarding a flood that occurred in July, 2013 causing the house and surrounding area to experience varying degrees of flooding. It was added that the house was determined to be substantially damaged and the cost to repair the damage was noted. McLellan informed the committee that a letter was sent to the homeowner notifying them that the structure must be brought into compliance with the current floodplain ordinance requirements.

The committee reviewed pictures of the residence to see what work would need to be completed to include replacement of the deteriorating foundation. An explanation of the proposed work was given by McLellan.

Applicable ordinance sections were reviewed to include substantial improvement threshold requirements, fill restriction requirements, residential structures in AE zones and elevation requirements.

McLellan continued by telling the committee that the construction will consist of moving the structure to a location immediately north of the permanent location until the new foundation has been constructed. Because the applicant is constructing a footing and stem wall foundation system, it was noted that the applicant is required to flood proof the structure by installing vents that are designed to automatically equalize hydrostatic flood forces on the exterior walls to allow for the entry and exit of flood waters.

Sturtz asked for clarification on the amount of vents that will be added and the applicant's engineer noted that the planned amount is adequate. Brief discussion ensued regarding the location of the entry stairs.

O'Leary asked for questions from the audience. Lindsey Lewis, property owner immediately to the south, gave a brief explanation regarding previous flooding around her property and voiced concerns of the construction causing additional flooding problems because lack of maintenance of the channel. O'Leary clarified the responsibility of the homeowner for this maintenance because there are no easements and also addressed the City's responsibility for the removal of debris in the channel.

Motion for approval from Sturtz. Seconded from Suneson. Approved 7-0.

Miscellaneous Discussion:

Brief miscellaneous discussion among committee.

Meeting adjourned at 4:35 p.m.