

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

*Monday, June 4, 2018*  
*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, Principal Planner  
Sherri Stansel, Citizen Member

OTHERS PRESENT: Carrie Evenson, Stormwater Program Manager  
Amy Shepard, Staff  
Todd McLellan, Development Engineer  
Bryan Coon, Huit-Zollars, Inc.  
Karen Chapman, Citizen

The meeting was called to order by Shawn O'Leary at 3:33 p.m.

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

Six members of the committee were present, and a quorum was established. Neil Suneson was absent. Mr. O'Leary called for a motion to approve the minutes from the meeting of April 2, 2018. A motion was made to approve the minutes by Scott Sturtz. Seconded by Ken Danner. The minutes were approved 6-0.

**Item No. 2, Floodplain Permit Application No. 599:**

Mr. O'Leary stated this application is for the extension of the reinforced concrete box culvert and sidewalk construction on the north side of East Brooks Street in the Bishop Creek

floodway/floodplain. Carrie Evenson gave the Staff Report for this application. Ms. Evenson stated this application concerns University House, the private student housing development constructed on 7.4 acres at the site of the old Bishop's Landing Apartments. She said during construction the development was sold to American Campus Communities and the representing applicant is Bryan Coon, Huitt-Zollars, Inc., the Engineer for the project. Ms. Evenson said the name was changed to Callaway House and the project consists of a five-story building with 430 residential units with 950 bedroom, a six-story interior parking garage, pool facilities, fitness center, and community park/open space area. Ms. Evenson said since the previous Bishop Landing Apartments were located within the floodway and floodplain of Tributary "C" of Bishop Creek, redistribution of soil within the floodplain was required to reclaim property from the floodplain, on the west side of the creek to create a buildable area for the new development. Ms. Evenson said Floodplain Permit No. 533 for this work was issued by the Floodplain Permit Committee on December 1, 2014, by a 7-0 vote. Ms. Evenson said the Preliminary Plat went before Planning Commission on December 11, 2014. The vote to approve was 4-4; therefore, no recommendation for approval was given. Ms. Evenson said the Preliminary Plat was approved by City Council on February 10, 2015. Ms. Evenson said the Final Plat was approved by the Development Committee on October 9, 2015 and by the City Council on June 27, 2017. Ms. Evenson said a Temporary Certificate of Occupancy (TCO) was issued by the City in July of 2017.

Ms. Evenson said a Conditional Letter of Map Revision (CLOMR) and a Letter of Map Revision (LOMR) were required from FEMA prior to the start of and at the completion of earthwork, respectively, because the Flood Insurance Rate Map floodway and floodplain boundaries of Bishop Creek Tributary "C" were being modified for the new development. Ms.

Evenson said the CLOMR was issued by FEMA on September 29, 2015, and the LOMR became effective on May 31, 2017.

Ms. Evenson said as a platting requirement, a new 5 foot wide sidewalk (or 6 foot wide if adjacent to curb) was required along the property frontage on East Brooks Street from Trout Avenue east to the BNSF Railroad Right of Way. Ms. Evenson said the general contractor installed the sidewalk along East Brooks Street but did not complete the portion of the sidewalk that crossed over Bishop Creek because there was not enough room to install it. Ms. Evenson said the City informed the Owner in July 2017 that a Final Certificate of Occupancy (CO) would not be issued until the portion of the sidewalk crossing over Bishop Creek was completed.

Ms. Evenson said the project scope for this permit application is to complete the sidewalk crossing. Ms. Evenson said this involves extending the existing reinforced concrete box culvert (RCB) on the north side of East Brooks Street by 9 feet to the north and installing a 4 foot concrete apron and 6 foot wide wingwalls. Ms. Evenson said the area behind the wingwalls will be backfilled and sodded. Ms. Evenson said approximately 35 tons of rip rap and a barrier curb along with a 5 foot wide sidewalk and handrail will be placed on top of the RCB extension to form a continuous sidewalk along the property frontage. Ms. Evenson said this work was not included in Floodplain Permit No. 553 for the University House Norman at Bishops Landing project. Ms. Evenson confirms the application meets all Ordinance requirements.

Mr. Sturtz motioned to approve Floodplain Permit Application No. 599. Ken Danner seconded the motion. Approved 6-0.

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

- a) Mr. O’Leary stated that no applications were received so the June 18, 2018 meeting has been cancelled.
- b) Mr. O’Leary stated the filing deadline for the July 2, 2018 meeting is coming up but that no applications have been received to date.

Mr. O’Leary introduced Beth Muckala, Assistant City Attorney II, who has worked with the City Manager and Guernsey Company who was selected to do a third-party independent Sherwood Company’s compliance with the conditions of the Canadian River Aborrow pit floodplain permit. More specifically Guernsey evaluated the monitoring well locations. Mr. O’Leary said the report is almost complete and asked Ms. Muckala to update the status of the report, which the City Manager has accepted and is now beginning to distribute the document to Council. Ms. Muckala said she is making sure the Guernsey report is verified and all of the supporting documentation is received. Mr. O’Leary advised the Committee that once the report is released there will be a copy provided to the Committee for review during the next meeting.

**Item No. 5, Adjournment:**

Mr. O’Leary called for a motion to adjourn. Mr. Sturtz motioned to adjourn and was seconded by Jane Hudson. Motion was approved 6-0. Meeting adjourned at 3:49 p.m.