



CITY OF NORMAN, OK

FLOODPLAIN PERMIT COMMITTEE MEETING

**Development Center, Conference Room B, 225 N. Webster Avenue,
Norman, OK 73069**

Monday, December 15th, 2025 at 3:30 PM

MINUTES

The Floodplain Permit Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Conference Room B at the Development Center, on the 15th day of December, 2025, at 3:30 p.m., and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, Development Center at 225 N. Webster and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

The meeting was called to order by Mr. Sturtz at 3:30 p.m. Roll was taken. Committee members in attendance included Bill Scanlon, Resident Member; Sherri Stansel, Resident Member; Scott Sturtz, Floodplain Administrator; Tim Miles, City Engineer; Ken Danner, Subdivision Development Manager; Jane Hudson, Director of Planning; and Lora Hoggatt, Planning Services Manager. Also in attendance were Brandon Brooks, Capital Projects Engineer and Todd McLellan, Development Engineer. Citizens in attendance included Mark Daniels, Darrell Janaway, Chris Anderson, James Osborn, and Aaron Petrone.

MINUTES

1. Approval of minutes from December 1st, 2025, meeting
 - a. Ms. Stansel motioned to approve. Mr. Miles seconded the motion. The motion passed 6-0. Ms. Hoggatt did not vote as she was absent from the meeting.

ACTION ITEMS

2. Floodplain Permit No. 707 Amendment

Mr. Sturtz stated that the floodplain permit application is a modification for the proposed installation of an oil well in the lot on the northwest corner of the intersection of 60th Avenue NW and West Franklin Road to include a second oil well and a new private access road.

Mr. Sturtz stated the applicant is Encore Operating, Inc and the engineer is SMC Consulting Engineers, P.C.

Mr. Murphy provided the staff report detailing the request with respect to the floodplain permit requirements and potential impacts.

Mr. Murphy stated staff recommends permit app #707 be approved with the following conditions:

1. As-built drawings must be provided for the access road, well pads, and compensatory storage.

2. Updated cut/fill calculations must be submitted if modifications to the access road design occur during the ROW review.

Mr. Sturtz asked the committee if they had any questions. There were not any questions from the committee.

Mr. Sturtz asked for any comments from the public. There were not any questions from the public.

Mr. Danner motioned to approve the application. Ms. Stansel seconded the motion.

The permit was approved with a vote of 7-0.

3. Floodplain Permit No. 734

Mr. Sturtz stated that the floodplain permit application is for improvements at 428 Laws drive.

Mr. Sturtz stated the applicant is J. Mark Daniels and the engineer is J. Mark Daniels, P.E.

Mr. Murphy provided the staff report detailing the request with respect to the floodplain permit requirements and potential impacts.

Mr. Murphy stated staff recommend permit app #737 be approved with the following conditions:

1. Complete compensatory excavation as shown in submitted documents and provide evidence in the form of as-builts and/or photo evidence.
2. Remove all excavated material from the 100-year floodplain.
3. No additional fill or creek repair is allowed under this permit.
4. Future creek bank stabilization requires a separate permit.

Mr. Sturtz asked the committee if they had any questions.

Ms. Stansel requested clarification of what repairs were being voted on in this permit. The applicant provided additional details. Mr. Sturtz indicated that floodplain for this area was updated by FEMA in 2021. Ms. Stansel expressed concerns with the previous granting of a permit for the hot tub in the floodplain and concerns with the fact that the applicant had installed the improvements knowing they were violating floodplain regulations.

Mr. Sturtz asked for any comments from the public.

Discussion took place with respect to bank erosion on adjacent properties to the applicants between City staff, the applicant and the citizens in attendance, which are all part of the same HOA which owns one of the adjacent properties. The citizens and the applicant expressed concerns with relation to these issues and staff provided some guidance on possible steps to address those concerns. Ultimately, these concerns were identified as a separate issue from the permit application being considered.

Mr. Scanlon motioned to table the application until January 20th pending additional information being available with respect to platted easements on the property and the legal right to construct, regardless of the floodplain permit. Ms. Hudson seconded the motion.

The permit was approved to be postponed until January 20th with a vote of 7-0.

MISCELLANEOUS COMMENTS

Mr. Sturtz asked if there were any miscellaneous comments. There were none.

ADJOURNMENT

Ms. Stansel motioned to adjourn. Ms. Hoggatt seconded the motion. Mr. Sturtz adjourned the meeting at 4:17 p.m.

Passed and approved this 5th day of January, 2026



Norman Floodplain Administrator, Scott Sturtz