



# CITY OF NORMAN, OK FLOODPLAIN PERMIT COMMITTEE MEETING

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

Monday September 15, 2025 at 3:30 PM

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## 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 September, 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; Lora Hoggatt, Planning Services Manager; Ken Danner, Subdivision Development Manager; and Jane Hudson, Director of Planning. Also in attendance were Todd McLellan, Development Engineer; Jason Murphy, Stormwater Program Manager; and Amy Shepard, Staff. Citizens in attendance included Libby Smith, Chris Anderson, SMC Consulting Engineers, and Barry Law, Law Construction.

## MINUTES

1. Approval of minutes from the September 2nd, 2025, meeting
  - a. Mrs. Hoggatt motioned to approve the minutes. Mr. Danner seconded the motion. Mr. Sturtz was not present for the September 2<sup>nd</sup> meeting; therefore, he abstained from the vote. Minutes were approved with a vote of 6 to 0.

## ACTION ITEMS

2. Floodplain Permit No. 732

Mr. Sturtz stated that the floodplain permit application is for the proposed remodel of the commercial building located at 1035 36<sup>th</sup> Ave. NW., located in the Brookhaven Creek floodplain.

Mr. Murphy stated the applicant is Mark Krittenbrink. The engineer is Hollis Allen, Jr., 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 recommends permit app #732 be approved.

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.

Mrs. Hudson motioned to approve the permit. Mrs. Hoggatt seconded the motion.

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

### 3. Floodplain Permit No. 731

Mr. Sturtz stated that the floodplain permit application is for proposed burn pit locations in the Bishop Creek floodplain near Eagle Cliff West subdivision.

Mr. Sturtz said the applicant is Home Creations, the builder is ESO Excavation, LLC, and the engineer is SMC Consulting Engineers, P.C.

Mr. Murphy provided background history to the previous permit application and the denial it was given for this applicant and project.

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

Mr. Murphy stated staff recommends Floodplain Permit Application #731 be moved forward to the committee for consideration.

Mr. Sturtz provided further background information on the applicant's cooperation and meeting with staff in preparation of the application.

Mr. Sturtz asked the committee if they have any questions. Mr. Scanlon asked about the burning and monitoring. Mr. Anderson provided confirmation that approval had been obtained by the Fire Marshall and explained the process they would use to minimize risk. Mr. Scanlon asked who will inspecting the work progress. Mr. Sturtz provided confirmation that Public Works could provide inspection in conjunction with existing construction inspections.

Mrs. Stansel asked burn pit locations and their proximity to the floodway and expressed her displeasure with the situation at the location. Mrs. Stansel also expressed a desire for a fine to be issued to the applicant for the floodplain violation.

Mr. Scanlon also expressed his deep concern with the applicant's disregard for the law and feels that stronger enforcement should have been taken.

Mr. Sturtz provided clarification that in lieu of a fine, the Public Works division had withheld inspections for the applicant's construction project due to the lack of correction thus far. This caused a delay in construction for the applicant and acted as a financial impact.

Mr. Sturtz asked for any comments from the public.

Mr. Sturtz provided confirmation to the committee that approval would include the condition of Public Works staff to inspect burn pits and progress of operations in coordination with the Fire Marshall; additionally, a final inspection when work is complete to ensure no additional fill and no new areas have been disturbed.

Mr. Danner motioned to approve the permit. Mrs. Hoggatt seconded the motion.

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

**MISCELLANEOUS COMMENTS**

**ADJOURNMENT**

Mrs. Hoggatt motioned to adjourn. Mrs. Hudson seconded the motion. Mr. Sturtz adjourned the meeting at 3:57 p.m.

Passed and approved this 6<sup>th</sup> day of October, 2025

  
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Norman Floodplain Administrator, Scott Sturtz