



## **CITY OF NORMAN, OK**

### **FLOODPLAIN PERMIT COMMITTEE MEETING**

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

Monday April 7, 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 7th day of April, 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. Miles at 3:30 p.m. Roll was taken. Committee members in attendance included Bill Scanlon, Resident Member; Sherri Stansel, Resident Member; Tim Miles, City Engineer; Lora Hoggatt, Public Services Manager and Ken Danner, Subdivision Development Manager. Committee members absent included Scott Sturtz, Floodplain Administrator and Jane Hudson, Director of Planning. Also in attendance were Jason Murphy, Stormwater Program Manager; Roxsie Stephens, Staff; Kevin Korrale, Encore Operating Inc; and Chris Anderson, SMC Consulting.

### **MINUTES**

#### **1. Approval of minutes from the March 17th meeting**

Mr. Sturtz asked for any comments on the minutes from the meeting of March 17th, 2025. There were no edits needed or requested. The motion for approval was made by Mr. Scanlon and seconded by Mr. Danner. The minutes were approved with a vote of 5-0.

### **ACTION ITEMS**

#### **2. Floodplain Permit No. 707**

Mr. Miles stated that the permit application is for the proposed installation of an oil well in the lot on the northwest corner of the intersection of 60<sup>th</sup> avenue NW and West Franklin Road in the Ten-Mile Flat Creek Floodplain.

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

Mr. Murphy provided a staff report, detailing the requirements for the proposed new private drive and oil well installation, with respect to the floodplain permit requirements.

Staff recommends permit application #707 be approved with the following conditions:

1. As-builts be provided of the new private drive, well area pads and compensatory storage to ensure adequate elevations and compensatory volume is achieved.
2. Calculations for any additional volume of fill be provided for bringing drive approach off of 60th Avenue NW up to code. If that volume exceeds the expected 824 cubic yards of excess compensatory storage being created, then the compensatory storage volume should increase to accommodate that additional quantity of fill.

Mr. Murphy and Mr. Miles asked the committee if they had any questions.  
Mr. Miles asked for any comments from the public.

Mr. Danner motioned to approve the permit. Mr. Scanlon seconded the motion. **The permit application passed with a vote of 5-0.**

### 3. Floodplain Permit No. 711

Mr. Murphy stated the Application for Permit No. 711 is for the proposed construction of a cellular tower in the Canadian River floodplain south of Jefferson Road and east of I-35.

Mr. Murphy said the applicant is American Towers, LLC and the Engineer is Patrick Barry P.E., with the builder to be determined.

Mr. Murphy presented the staff report, providing details of requirements for the installation of a cellular communications tower, the compensatory storage, a security fence, and a primary compound.

Mr. Murphy stated staff recommends Floodplain Permit Application #680 be approved with the following condition:

1. As-builts be provided verifying the appropriate compensatory storage has been provided and elevations of constructed structures, including the compound and access road were built to the approximate specifications provided in the application. As-builts should also include the elevation of installed electrical equipment to verify freeboard requirements.

Mr. Miles asked the committee if they have any questions.

- Mrs. Stansel asked about the location of the compensatory storage and the potential of un-housed individuals creating encampments.
- Mr. Miles stated that the height of the tower in relation to the distance the proposed installation is from the right of way.
- Ms. Hoggatt confirmed that the code requirement of distance from right of way will require the proposed installation location to be changed.

The committee discussed the permit and determined a postponement is needed. Mr. Murphy stated that Staff will also now recommend for a postponement.

Mr. Miles asked for any comments from the public.

Mr. Scanlon motioned to postpone voting on permit. Mr. Danner seconded the motion. The postponement vote passed with a vote of 5-0.

## MISCELLANEOUS COMMENTS

Mr. Murphy stated that Norman in the Know was being held as a public meeting that evening. He also stated that presently there were not any permits pending for the next meeting.

## ADJOURNMENT

Mr. Danner motioned to adjourn. Mr. Scanlon seconded the motion. Mr. Sturtz adjourned the meeting at 4:01p.m.

Passed and approved this 2<sup>nd</sup> day of June, 2025

  
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City of Norman Floodplain Administrator, Scott Sturtz