



**CITY OF NORMAN, OK**  
**FLOODPLAIN PERMIT COMMITTEE MEETING**  
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069  
Monday, August 19, 2024 at 3:30 PM

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## AGENDA

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

### ROLL CALL

### MINUTES

1. Approval of minutes from the August 5, 2024 meeting.

### ACTION ITEMS

2. **Floodplain Permit Application No. 698** - This permit application is for the proposed construction of a residence at 2702 Golden Valley Road in the Ten-Mile Flat Creek floodplain.

### MISCELLANEOUS COMMENTS

### ADJOURNMENT





## CITY OF NORMAN, OK

### FLOODPLAIN PERMIT COMMITTEE MEETING

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

Monday, August 5, 2024 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 5th day of August, 2024, 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 3:31 p.m. Roll was called and 1 member was absent, Sherri Stansel. Others in attendance included, Jason Murphy, Stormwater Program Manager; Kim Freeman, Staff; Beth Muckala, Assistant City Attorney; Todd McLellan, Capital Projects Manager; Muhammad Khan, SMC Consulting; Houston Snead, Landmark Fine Homes.

### MINUTES

1. Approval of minutes from the July 15, 2024 meeting

Mr. Sturtz asked for any comments on the minutes from the meeting of July 15, 2024. Mr. Sturtz had 2 minor corrections to the minutes. Mr. Sturtz asked for any additional corrections or comments or a motion from the committee to approve the minutes from the meeting of July 15, 2024. The motion was made by Mr. Scanlon and seconded by Ms. Hudson. The minutes were approved 6-0.

### ACTION ITEMS

2. Floodplain Permit No. 692

Mr. Sturtz said the Application for Permit 692 is for proposed development of Franklin Business Park Section 4 a portion of which is in the floodplain of Tributary G of the Little River. Mr. Sturtz asked Mr. Murphy to present the staff report. Mr. Murphy said the Applicant is Landmark Fine Homes and the Engineer is SMC Consulting. This project is for proposed development of Franklin Business Park Section 4. This is a commercial development a portion of which is in the floodplain of Tributary G of the Little River at the south west corner of the intersection of Franklin Road and Flood Ave, directly east of I-35. Proposed development in the floodplain includes installation of culverts (bridges) and roads, grading, paving, installation of underground utilities and storm sewer, and installation of green infrastructure. The proposed green infrastructure is part of the applicant's design for engineered solutions for a modified Water Quality Protection Zone (WQPZ).

A hydraulic study was completed by the applicant prior to a LOMR (Letter of Map Revision) application that was accepted in 2012 by FEMA and adopted by the City. The LOMR was



accepted based on modeling provided that showed that 1% annual chance flood would be contained in culverts as designed and shown in the proposed development plans. Plans detailing construction activities, storm sewer and detention facilities and the LOMR are both included in the application packet. While the majority of Tributary G of the Little River is Zone A, the revised area included in the LOMR is now considered a Zone AE section of the Tributary.

Mr. Murphy reviewed plans and aerial maps of the project location provided to members in their packets.

Mr. Murphy confirmed all ordinance requirements have been met and said staff recommends Floodplain Permit Application No. 692 be approved.

Mr. Sturtz asked for any comments from the Applicant. Mr. Khan, SMC Consulting, said the report is great and touches on everything, all the reasons they are requesting the Floodplain Permit for this location. Just to go back a little bit, we've been doing this exercise since 2004 and this is the end of Franklin Business Park. Hopefully, it gets constructed and we are done with this. Back in 2011, there was a Floodplain Permit issued at that time, but no work was proceeded further so we are here in front of you again requesting this permit. Mr. Kahn said he is happy to answer any questions.

Mr. Sturtz asked for any questions or comments from the committee. Mr. Danner made a motion to approve Permit 692. Mr. Scanlon seconded the motion. Mr. Sturtz asked for any comments from the public. Hearing none, Mr. Sturtz asked for any final questions or comments. The committee voted to approve the application 6-0.

### 3. Floodplain Permit No. 697

Mr. Sturtz said the Application for Permit 697 is for proposed demolition of structures, rehabilitation of lot, and dedication of 214 S. Lahoma to permanent floodplain storage. Mr. Sturtz asked Mr. Murphy to present the staff report. Mr. Murphy said the Applicant is the City of Norman, Stormwater Division and the Engineer is Brandon Brooks, P.E., CFM, City of Norman. Mr. Murphy said we did this same exercise last summer with 218 South Lahoma. 214 South Lahoma Avenue flooded repeatedly, in fact twice. The owner bought it, aware that it was going to have the substantial improvement requirement, but thought she could still do some things. When she realized it wasn't feasible to turn this into a triplex, the property owner approached the City about purchasing the property. This was taken to City Council and was approved. We are going to pretty much do the same thing as last time. This is again a repetitive loss area, the house will be removed. This permit is completely dependent on when the sale becomes final. We do not own this property yet. This permit would only become active if the sale is completed as intended.

Mr. Murphy reviewed plans and aerial maps of the project location provided to members in their packets.

Mr. Murphy confirmed all ordinance requirements have been met and said staff recommends Floodplain Permit Application No. 697 be approved.

Mr. Sturtz said we have been lucky with the last one we bought at 218 in that we are able to get these below market value. The owners are basically saying that okay if I can't come in and build what I want, I just want to get out of it and not be at a loss. We are able to step in and we'd like to keep doing that but at some point funding is going to be an issue and we're not going to be able to. Being able to do it here and to start getting these properties and getting structures out is definitely a positive. Mr. Sturtz asked for questions or comments from the committee. Hearing



none, Mr. Sturtz asked for any public comments or questions. Hearing none, Mr. Sturtz asked for a motion. Mr. Scanlon asked if there is any technical reason we should include this is contingent upon the sale of the property to the City. Mr. Sturtz said we wouldn't have right to get access to the property if we didn't have the sale. Mr. Scanlon asked from a technical standpoint is that even necessary. Mr. Sturtz said we can make that amendment. Mr. Scanlon said he would feel more comfortable. Mr. Sturtz said contingent upon sale of the property to the City. Mr. Scanlon confirmed.

Mr. Scanlon made a motion to approve Permit 697 contingent upon sale of the property to the City. Ms. Hoggatt seconded the motion. The committee voted to approve the application 6-0.

#### 4. Discussion regarding a possible Flood Hazard Ordinance Amendment relating to Floodplain Permit Committee composition.

Mr. Sturtz said as we look at this for staff members, if someone is gone, how can we make sure that we have people to help us out. Jason has asked if we could have a discussion and Beth is here to lend some help.

Mr. Murphy said really the big things are, there's nothing in the ordinance that would allow for alternates specifically. As far as I know, the only 2 positions listed are the Public Works Director and Planning Director that specifically appoint an acting in the event they are absent. Usually their acting are going to be people who are already on this committee. If we had someone gone for an extended period of time, how do we want to handle that. Also, in the language it states that at least one member of the committee shall be a Certified Floodplain Manager (CFM). In this case, Scott is the only CFM. If Scott isn't here, is it a legal meeting. Or just the fact that Scott is a CFM and not that he has to be here. So, I guess the question is, do we want to do an ordinance amendment to create alternates in the event that a committee member is unavailable.

Mr. Sturtz said right now, Tim Miles is serving as Acting City Engineer. If you're going to be out and you have an acting, they can come in and serve in your place. Mr. Murphy said my real question is the CFM requirement, how are we interrupting that.

Ms. Hudson said that for Board of Adjustment we have the requirement for 2 committee members to have completed Floodplain 101, but it doesn't specifically say if they are not there you can't meet. Ms. Muckala said similar situation. It would be nice if it were crystal clear. I think in all fairness there simply has to be a CFM on the committee. Not necessarily present at the meeting to make it legal or it would specifically say that. My understanding of the conversation today, is do we want to make it crystal clear. So that if we are ever asked this question, we have a very straightforward answer. As for interim and acting, it is my understanding that is how we've operated. Interim and acting have and can sit in that chair. I also think that is a fair interpretation, but it's also not something that is specifically said. In a case like this, and BOA is similar, this flows from a state law creating the need for this committee in the first place. If we want to be better safe than sorry, it might not be a bad idea to consider a tweak or two. Ms. Hudson said my concern is and maybe I'm comparing these too loosely, if you're going to Board of Adjustment or Planning Commission, those individuals have been appointed by Council or the Mayor and approved by Council. This is no different, it was sent to Council and Council adopted this ordinance. If we start allowing designees, and an applicant or anyone in the community working with this committee, is reading this has an understanding of who will be sitting on this committee. If for whatever reason we're both gone, and we have designees here, I have a problem with that. Mr. Sturtz said by that logic, we should be a person down today. I should be in the City Engineer position and the chair should be vacant. Ms. Hudson said isn't that different because that was



done by the City Manager. Mr. Sturtz said this position was and we specifically named an Acting City Engineer so there would be someone on this committee. Personal opinion, difference between this and BOA, is with BOA you just call someone random from the public to come sit in. Here we'd make sure it was a qualified staff member with some technical ability on staff filling in. Ms. Muckala asked if we are making a distinction between acting and interim. Mr. Sturtz said the technical terms are detailed in our Employee Handbook. Interim means it is a vacant position and you are filling in until the position is filled. Acting means somebody else still has that position and you are filling in for them while they are either out or in another position. Mr. Sturtz said you're actually assigning the role to the person on a temporary basis. I have trust in this person to carry out the duties they are temporarily filling. Mr. Miles said it seems like it works pretty well as long as you don't have to have a CFM here at the meeting. I think most of the time we're going to have quorum. Mr. Sturtz said I think in the future both the Public Works Director and City Engineer will be CFM's. Right now, the Director of Public Work is the Floodplain Administrator. I don't think it requires you to be a CFM, but it's pretty good training to get and means you're getting continuing education every year. Keeping you up to date and fresh with what's going on with floodplain and floodplain administration. Ms. Hoggatt asked what would be the difference in saying one person is CFM and one is Floodplain Administrator. Does it matter that much to have one of both. Would that be a benefit to us or no. Mr. Sturtz said you have to have a Floodplain Administrator, that's not an option. The Director is the Floodplain Administrator and then you have a person that is a CFM. It's just in this case they have been both for ages, just the way it's been set up here.

Mr. Scanlon asked who decides what the appropriate training is. Mr. Sturtz said it could be that someone is a professional engineer. Mr. Scanlon said it seems to me if we get to that point, who decides their experience satisfies the requirement. Mr. Sturtz said it may be the Floodplain Administrator. I think if I had a question about someone I would bring it to the committee. Do we feel that they have adequate training. Mr. Murphy said I think to Mr. Scanlon's question, it would be the Floodplain Administrator. The Floodplain Administrator has legally the right to do a lot of things in terms of making decisions. The Floodplain Administrator can issue emergency permits without the committee. Mr. Sturtz asked if it names the Floodplain Administrator. Mr. Murphy said yes, the Public Works Director.

Mr. Murphy said if we had people that were able to be acting, I think that would only work for staff members. I don't think it would work for citizen members. Mr. Sturtz said I don't know that it can work because citizen members have to be appointed by the Mayor. Mr. Scanlon agreed. Mr. Sturtz said this really only applies to staff members.

Mr. Murphy asked if anyone wanted him to write up ordinance language. Mr. Sturtz said I think if you name someone as acting or interim, you have given them the roles that you have in the position. Ms. Hudson said she thinks there's 2 different subjects here, a designee and CFM. There are multiple places in the code where it says and/or their designee, so I don't think it's a huge problem. I do think it's different here because we're talking about a meeting, and a board or commission, and that is a public meeting so we have to be more cautious of who's sitting at the table. Ms. Muckala said the titles of the staff positions are literally in there, so I do think it's fair to say whoever has that title, whether it has the modification of acting or interim, they are fairly sitting in those seats. That's what I would argue based on everything I've read in our Floodplain Ordinance and state law, but with respect to short term substitutions or designees, that would require an amendment. I don't see anyone who doesn't have one of those titles, able to participate simply to sit in place of someone else if there's a quorum issue. It's probably fair to say that even having the title, will not nullify the requirement that they have the adequate training and experience. Mr. Danner said let's just see if it happens again. I've been on the



committee for some time and very seldom has it ever happened. Mr. Sturtz said it's just something to have for discussion. Mr. Sturtz asked if anyone had anything they wanted to add.

## ADJOURNMENT

Mr. Sturtz called for a motion to adjourn. Mr. Scanlon motioned to adjourn. Mr. Danner seconded the motion. The meeting adjourned at 4:11 p.m.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
City of Norman Floodplain Administrator, Scott Sturtz



**STAFF REPORT**

08/19/2024

**PERMIT No. 698**

**ITEM:** Floodplain Permit application for the construction of a new house on the property located at 2702 Golden Valley Road in the 10 Mile Flat Creek Floodplain.

**BACKGROUND:**

APPLICANT: Jake Aldridge

BUILDER: Windstone Construction

ENGINEER: Jon Doyle P.E.

The applicant owes a 20 acre lot in the Golden Valley Ranch subdivision located north of W. Rock Creek Road between 48<sup>th</sup> and 60<sup>th</sup> Ave. NW in the Ten Mile Flat Creek Floodplain. They are proposing the construction of an approximately 8400 square foot house in the middle of the lot. In addition to the residence, an aerobic septic system, water well and driveway connecting to Golden Valley Road is proposed. The applicant has indicated that a 22" x 13" arch RCP will be installed at the end of the drive to connect to Golden Valley road. Compensatory storage will be provided to elevate the residence and driveway from a proposed 88,000 square foot pond on the same lot.

**STAFF ANALYSIS:**

Site located in Little River Basin or its Tributaries?      yes\_\_ no✓

According to the DFIRM, the house, drive, septic system and water well will be located in the 10 Mile Flat Creek floodplain Zone AE. The BFE at the planned residential location is approximately 1129.0'.

**Applicable Ordinance Sections:****Subject Area:**

36-533 (e)2(a) .....	Fill Restrictions in the Floodplain
(e)2(e) .....	Compensatory storage
(e)2(g) .....	Fill protection
(e)2(j) .....	Utilities constructed to minimize flood damage
(e)2(k) .....	In/exfiltration of flood waters in utility systems
(e)2(m) .....	On-site waste disposal systems
(e)3(a) & (c) .....	Elevation of Structures
(f)3(a)8 .....	No Rise Considerations

(e)2(a) and (e)2(e) - Fill Restrictions in the Floodplain and Compensatory Storage – The use of fill in the floodplain is restricted. However, the placement of fill is allowed to elevate structures if compensatory storage is provided.

The applicant's engineer has indicated that 4144 cubic yards of fill are required to elevate the residential structure to an elevation of 1131.5' as well as elevate the drive connecting to Golden Valley road above the BFE (see plans). The applicant's plans indicate that proposed pond has an area of approximately 88,000 square feet. The top of the pond will be 1.28 feet above the outfall and normal water elevation of the pond providing a total of approximately 4172 cubic yards of compensatory storage.

(e)2(g) - Fill shall be protected against erosion and sedimentation by such measures as rip-rap, vegetative cover, bulkheading, or sedimentation basins as approved by the City Engineer.

While not specifically discussed in the application, construction activities will include disturbing more than an acre, requiring a general construction permit from the state as well as an Earth Change Permit from the City. Those permits will require stormwater



pollution prevention plan (SWP3) that will include stabilization requirements for the entire construction site.

(e)2(j) and (e)2(k) - All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

The base flood elevation for this location is 1129.0'. The applicant has indicated that residential structure will have a first finished floor elevation of at least 1131.5'.

(e)2(m) - All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.

The applicant has indicated the location of the proposed aerobic septic system and the proposed water well. All septic systems and water well installations should be installed in accordance to guidelines provided by ODEQ and the OWRB. Permitting through the City of Norman Utilities Department is also required which requires that the top of the well be at least two feet above the BFE.

4(b)(13) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

Septic systems should be installed according the requirements of the ODEQ.

4(c)1 and 4(c)(3) Elevation of Structures – Residential and non-residential structures shall be constructed on fill including any attendant utility and sanitary facilities, shall be designed so that the lowest floor (including basement) is elevated at least two feet above base flood elevation and the fill shall be at a level no lower than 1 foot above the base flood elevation for the particular area and shall extend at such elevation at least (15) fifteen feet beyond the limits of any structure or building erected thereon.

The applicant's engineer has shown that the top of the first finished floor will be a minimum of 2.5 ft. above the BFE, which exceeds this ordinance requirement.

5(a)(viii) No Rise Considerations – For proposed development within any flood hazard area (except for those designated as regulatory floodways), certification that a rise of no more than 0.05 ft. will occur in the BFE on any adjacent property as a result of the proposed work must be provided. For proposed development within a regulatory floodway, certification of no increase in the BFE is required.

The engineer has certified that the project will not cause a rise of more than 0.05 feet to the BFE which meets this ordinance requirement.

**RECOMMENDATION:** Staff recommends that Floodplain Permit Application #698 be approved with the following conditions:

1. Elevation Certificate provided for the residential structure prior to final acceptance. Additionally, elevation of concrete pad for the residential structure should be submitted to and confirmed by City Staff prior to vertical construction.
2. As-built surveys should be provided for the drive and compensatory storage area (pond) prior to final acceptance.

**ACTION TAKEN:** \_\_\_\_\_





# City of Norman

## Floodplain Permit Application

Floodplain Permit No. \_\_\_\_\_

Building Permit No. \_\_\_\_\_

Date 7/31/2024


### FLOODPLAIN PERMIT APPLICATION (S100.00 Application Fee Required)

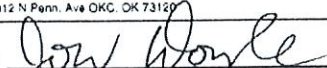
#### SECTION 1: GENERAL PROVISIONS (APPLICANT to read and sign):

1. No work may start until a permit is issued.
2. The permit may be revoked if any false statements are made herein.
3. If revoked, all work must cease until permit is re-issued.
4. Development shall not be used or occupied until a Certificate of Occupancy is issued.
5. The permit will expire if no work is commenced within 2 years of issuance.
6. Applicant is hereby informed that other permits may be required to fulfill local, state and federal regulatory requirements and must be included with this floodplain permit application.
7. Applicant hereby gives consent to the City of Norman or his/her representative to access the property to make reasonable inspections required to verify compliance.
8. The following floodplain modifications require approval by the City Council:
  - (a) A modification of the floodplain that results in a change of ten percent (10%) or more in the width of the floodplain.
  - (b) The construction of a pond with a water surface area of 5 acres or more.
  - (c) Any modifications of the stream banks or flow line within the area that would be regulatory floodway whether or not that channel has a regulatory floodplain, unless the work is being done by the City of Norman staff as part of a routine maintenance activity.
9. All supporting documentation required by this application is required along with the permit fee by the submittal deadline. Late or incomplete applications will not be accepted.
10. I, THE APPLICANT, CERTIFY THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

#### SECTION 2: PROPOSED DEVELOPMENT (To be completed by APPLICANT.)

APPLICANT: Jake A. Ridg ADDRESS: 324 W Main St. Norman, OK 73069  
 TELEPHONE: (405) 888-9195 SIGNATURE: 

BUILDER: Windstone Construction ADDRESS: 300 W. Main Street, Norman OK 73069  
 TELEPHONE: 405-761-5639 SIGNATURE: 

ENGINEER: Jon Doyle ADDRESS: 1312 N Penn. Ave OKC, OK 73120  
 TELEPHONE: 405-776-3385 SIGNATURE: 



**PROJECT LOCATION**

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, subdivision addition, lot number or legal description (attach) and, outside urban areas, the distance to the nearest intersecting road or well known landmark. A sketch attached to this application showing the project location would be helpful.

This project consists of a single family residential construction project is located at 2702 Golden Valley Road, in Norman, OK. Located on tract 2 of the Golden Valley Rural Certificate of Survey, section 16, township 9N, Range 3W.

The residence takes access from an existing private access road, that is located on the North side of W. Rock Creek road, approx. 1657 feet east of 60th Ave NW

**DESCRIPTION OF WORK (Check all applicable boxes):****A. STRUCTURAL DEVELOPMENT**ACTIVITYSTRUCTURE TYPE

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> New Structure | <input checked="" type="checkbox"/> Residential (1-4 Family)                            |
| <input type="checkbox"/> Addition                 | <input type="checkbox"/> Residential (More than 4 Family)                               |
| <input type="checkbox"/> Alteration               | <input type="checkbox"/> Non-Residential (Flood proofing? <input type="checkbox"/> Yes) |
| <input type="checkbox"/> Relocation               | <input type="checkbox"/> Combined Use (Residential & Commercial)                        |
| <input type="checkbox"/> Demolition               | <input type="checkbox"/> Manufactured (Mobile) Home                                     |
| <input type="checkbox"/> Replacement              | <input type="checkbox"/> In Manufactured Home Park? <input type="checkbox"/> Yes        |

ESTIMATED COST OF PROJECT \$\_\_\_\_\_ Work that involves substantial damage/substantial improvement requires detailed cost estimates and an appraisal of the structure that is being improved.

**B. OTHER DEVELOPMENT ACTIVITIES:**

- ☐ Fill    ☐ Mining    ☐ Drilling    ☒ Grading
- ☒ Excavation (Beyond the minimum for Structural Development)
- ☐ Watercourse Alteration (Including Dredging and Channel Modifications)
- ☒ Drainage Improvements (Including Culvert Work)    ☐ Road, Street or Bridge Construction
- ☐ Subdivision (New or Expansion)    ☒ Individual Water or Sewer System

In addition to items A. and B. provide a complete and detailed description of proposed work (failure to provide this item will be cause for the application to be rejected by staff). Attach additional sheets if necessary.

Full build out of a single family residence.



### C. ATTACHMENTS WHICH ARE REQUIRED WITH EVERY APPLICATION:

The applicant must submit the documents listed below before the application can be processed. If the requested document is not relevant to the project scope, please check the Not Applicable box and provide explanation.

- A. Plans drawn to scale showing the nature, location, dimensions, and elevation of the lot, existing or proposed structures, fill, storage of materials, flood proofing measures, and the relationship of the above to the location of the channel, floodway, and the regulatory flood-protection elevation.
- B. A typical valley cross-section showing the channel of the stream, elevation of land areas adjoining each side of the channel, cross-sectional areas to be occupied by the proposed development, and high-water information.

☐ Not Applicable:

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- C. Subdivision or other development plans (If the subdivision or other developments exceeds 50 lots or 5 acres, whichever is the lesser, the applicant **must** provide 100-year flood elevations if they are not otherwise available).

☐ Not Applicable:

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- D. Plans (surface view) showing elevations or contours of the ground; pertinent structure, fill, or storage elevations; size, location, and spatial arrangement of all proposed and existing structures on the site; location and elevations of streets, water supply, sanitary facilities; photographs showing existing land uses and vegetation upstream and downstream, soil types and other pertinent information.

☐ Not Applicable:

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- E. A profile showing the slope of the bottom of the channel or flow line of the stream.

☐ Not Applicable:

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- F. Elevation (in relation to mean sea level) of the lowest floor (including basement) of all new and substantially improved structures.

☐ Not Applicable:

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- G. Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development.

☐ Not Applicable:

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- H. For proposed development within any flood hazard area (except for those areas designated as regulatory floodways), certification that a rise of no more than five hundredths of a foot (0.05') will occur on any adjacent property in the base flood elevation as a result of the proposed work. For proposed development within a designated regulatory floodway, certification of no increase in flood levels within the community during the occurrence of the base flood discharge as a result of the proposed work. All certifications shall be signed and sealed by a Registered Professional Engineer licensed to practice in the State of Oklahoma.
- I. A certified list of names and addresses of all record property owners within a three hundred fifty (350) foot radius of the exterior boundary of the subject property not to exceed 100 feet laterally from the Special Flood Hazard Area. The radius to be extended by increments of one hundred (100) linear feet until the list of property owners includes not less than fifteen (15) individual property owners of separate parcels or until a maximum radius of one thousand (1,000) feet has been reached.
- J. A copy of all other applicable local, state, and federal permits (i.e. U.S. Army Corps of Engineers 404 permit, etc).

**After completing SECTION 2, APPLICANT should submit form to Permit Staff for review.**

**SECTION 3: FLOODPLAIN DETERMINATION (To be completed by Permit Staff.)**

The proposed development is located on FIRM Panel No.: 40027C0170J, Dated: 1/15/21

The Proposed Development:

- ☐ Is NOT located in a Special Flood Hazard Area  
(Notify the applicant that the application review is complete and NO FLOODPLAIN PERMIT IS REQUIRED).
- ☐ Is located in a Special Flood Hazard Area.
- ☐ The proposed development is located in a floodway.
- ☒ 100-Year flood elevation at the site is 1129.00 Ft. NGVD (MSL) ☐ Unavailable

See Section 4 for additional instructions.

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



**SECTION 4: ADDITIONAL INFORMATION REQUIRED (To be completed by Permit Staff.)**

The applicant must also submit the documents checked below before the application can be processed.

- ☐ Flood proofing protection level (non-residential only) \_\_\_\_\_ Ft. NGVD (MSL). For flood proofed structures applicant must attach certification from registered engineer.
- ☐ Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in the height of the 100-year flood (Base Flood Elevation). A copy of all data and calculations supporting this finding must also be submitted.
- ☐ Certification from a registered engineer that the proposed activity in a regulatory flood plain will result in an increase of no more than 0.05 feet in the height of the 100-year flood (Base Flood Elevation). A copy of all data and calculations supporting this finding must also be submitted.
- ☐ All other applicable federal, state, and local permits have been obtained.

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SECTION 5: PERMIT DETERMINATION (To be completed by Floodplain Chairman.)**

The proposed activity: (A) ☐ **Is**; (B) ☐ **Is Not** in conformance with provisions of Norman's City Code Chapter 36, Section 533. The permit is issued subject to the conditions attached to and made part of this permit.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

If **BOX A** is checked, the Floodplain committee chairman may issue a Floodplain Permit.

If **BOX B** is checked, the Floodplain committee chairman will provide a written summary of deficiencies. Applicant may revise and resubmit an application to the Floodplain committee or may request a hearing from the Board of Adjustment.

APPEALS: Appealed to Board of Adjustment: ☐ Yes ☐ No  
Hearing date: \_\_\_\_\_

Board of Adjustment Decision - Approved: ☐ Yes ☐ No

Conditions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**SECTION 6: AS-BUILT ELEVATIONS (To be submitted by APPLICANT before Certificate of Occupancy is issued.)**

1. FEMA Elevation Certificate  
and/or
2. FEMA Floodproofing Certificate

NOTE: The completed certificate will be reviewed by staff for completeness and accuracy. If any deficiencies are found it will be returned to the applicant for revision. A Certificate of Occupancy for the structure will not be issued until an Elevation and /or Floodproofing Certificate has been accepted by the City.



# **Floodplain Permit Application**

**FOR**

**2702 Golden Valley Road  
Norman, Oklahoma**

Prepared by:

**Cedar Creek Consulting, Inc**

PO Box 14534  
Oklahoma City, OK 73113  
Phone: 405-778-3385

CCC Job #24062

**July 30, 2024**



**EXECUTIVE SUMMARY**

There is a new residence proposed at 2702 Golden Valley Road. It is Tract 2 of the Golden Valley Ranch subdivision located north of W. Rock Creek Road between 48<sup>th</sup> and 60<sup>th</sup> Ave. The site is located within the Ten Mile Flat Creek flood basin as shown on the FEMA Firm maps 40027C0170J and 40027C0260J, effective date January 15, 2021.

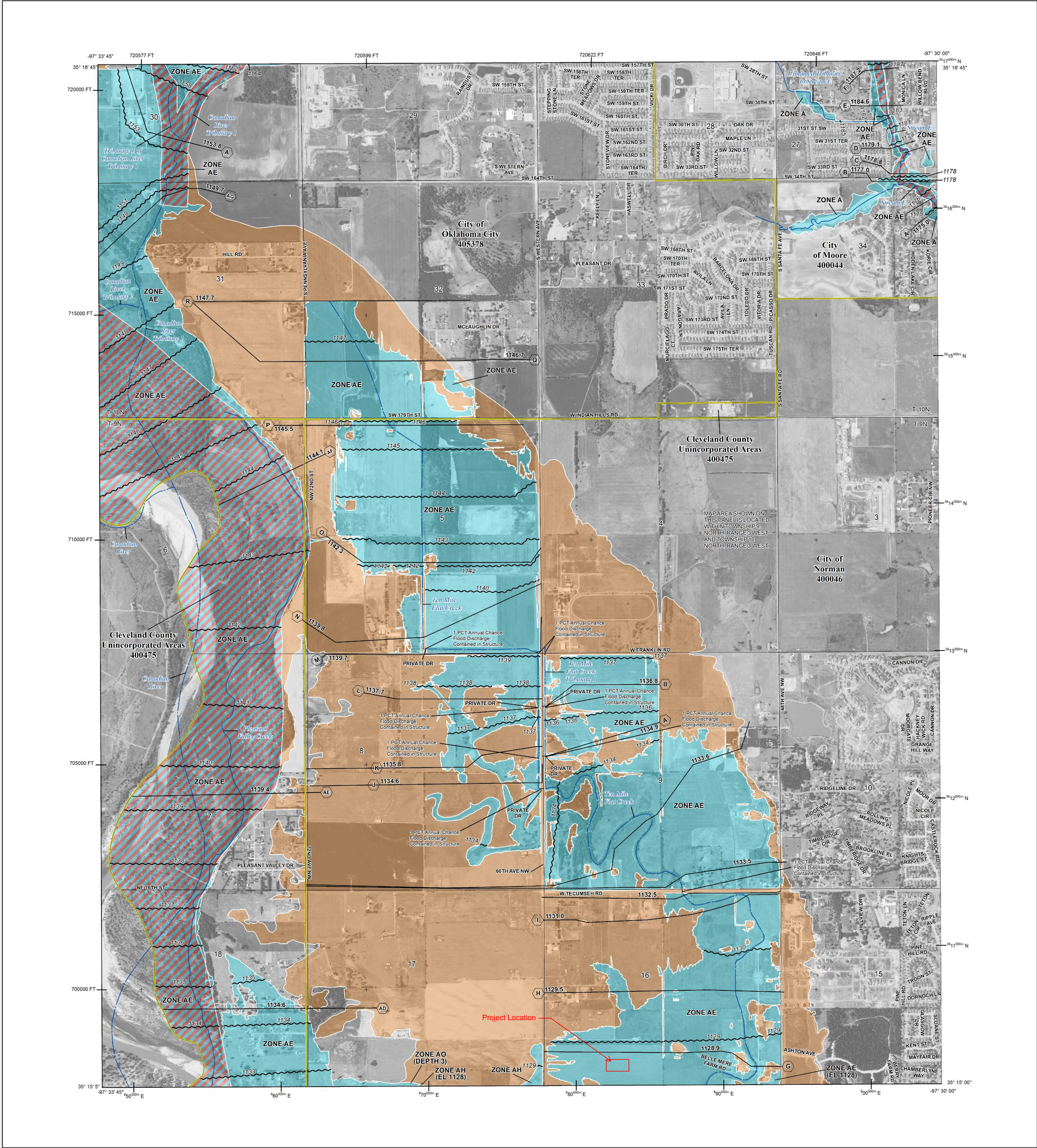
When a development is within a FEMA floodplain, the City of Norman requires a permit application. Floodplain storage compensation calculations are required with this application. The FEMA base flood elevation (BFE) for the proposed site is approximately 1129.00. The existing ground onsite is 1128.00. The applicant will provide a wet bottom pond as compensation for the fill required to get above the floodplain.

The fill required to have the residence be above the floodplain is approximately 3780 cubic yards. This fill includes the house, portions of the drive leading to the house, and portions of pond berm that will be above the floodplain. The spillway and normal water elevation of the pond will be at 1127.72. The Top of the pond will be at 1129.00. To get the required 3780 cubic yards of compensation, the area of the pond above the spillway is required to have a minimum area of 79,734 square feet. The proposed pond has an area of approximately 80,000 square feet.

There will be less than 0.05' rise in the BFE due to the balance of existing and proposed elevations created by the storage compensation.







FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT  
THE INFORMATION DEPICTED ON THIS MAP AND SUPPORTING  
DOCUMENTATION ARE ALSO AVAILABLE IN DIGITAL FORMAT AT  
[HTTP://MSC.FEMA.GOV](http://msc.fema.gov)

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
OTHER AREAS		Area with Reduced Flood Risk due to Levee See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
GENERAL STRUCTURES		NO SCREEN Area of Minimal Flood Hazard Zone X
		Area of Undetermined Flood Hazard Zone D
OTHER FEATURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
		Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary

NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Flood Map Service Center website at <http://msc.fema.gov>. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of this map. Many of these products can be ordered or obtained directly from the website.

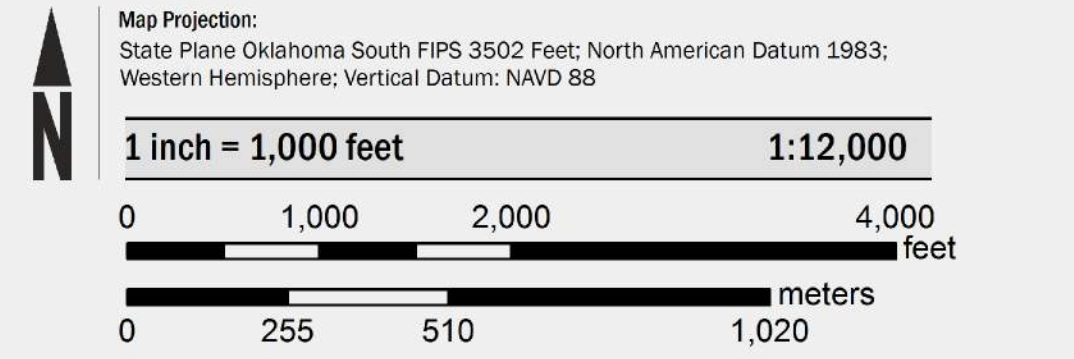
Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and countywide map dates refer to the Flood Insurance Study Report for this jurisdiction.

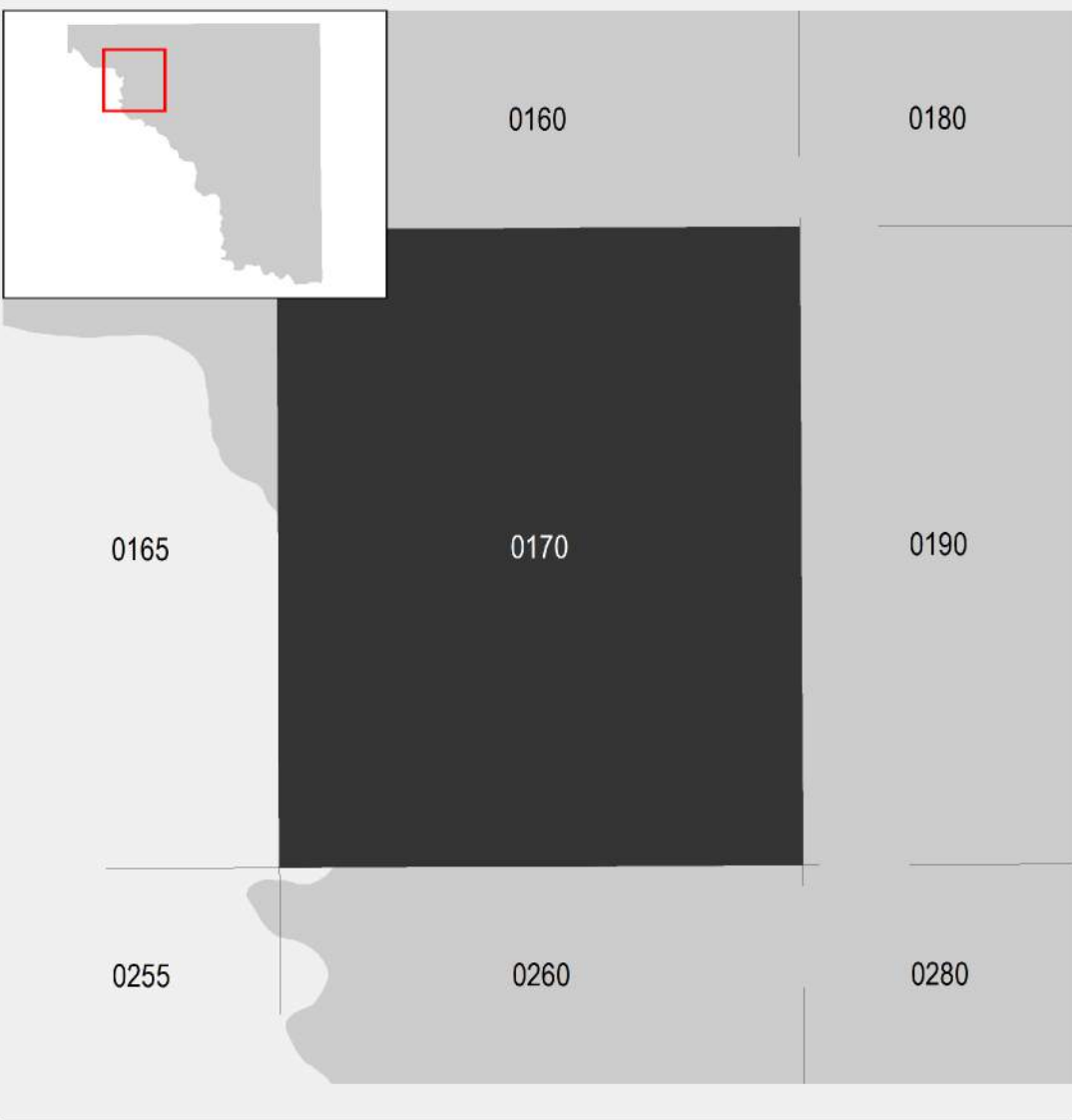
To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Base map information shown on the FIRM was provided by U.S. Census Tiger Files (2016) and by U.S. Department of Agriculture Imagery (2018).

SCALE



PANEL LOCATOR



# National Flood Insurance Program

## NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP

CLEVELAND COUNTY, OKLAHOMA  
and Incorporated Areas

PANEL 170 OF 475

COMMUNITY	NUMBER	PANEL	SUFFIX
CLEVELAND COUNTY	400475	0170	J
UNINCORPORATED AREAS	400044	0170	J
MOORE, CITY OF	400044	0170	J
NORMAN, CITY OF	400046	0170	J
OKLAHOMA CITY, CITY OF	405378	0170	J

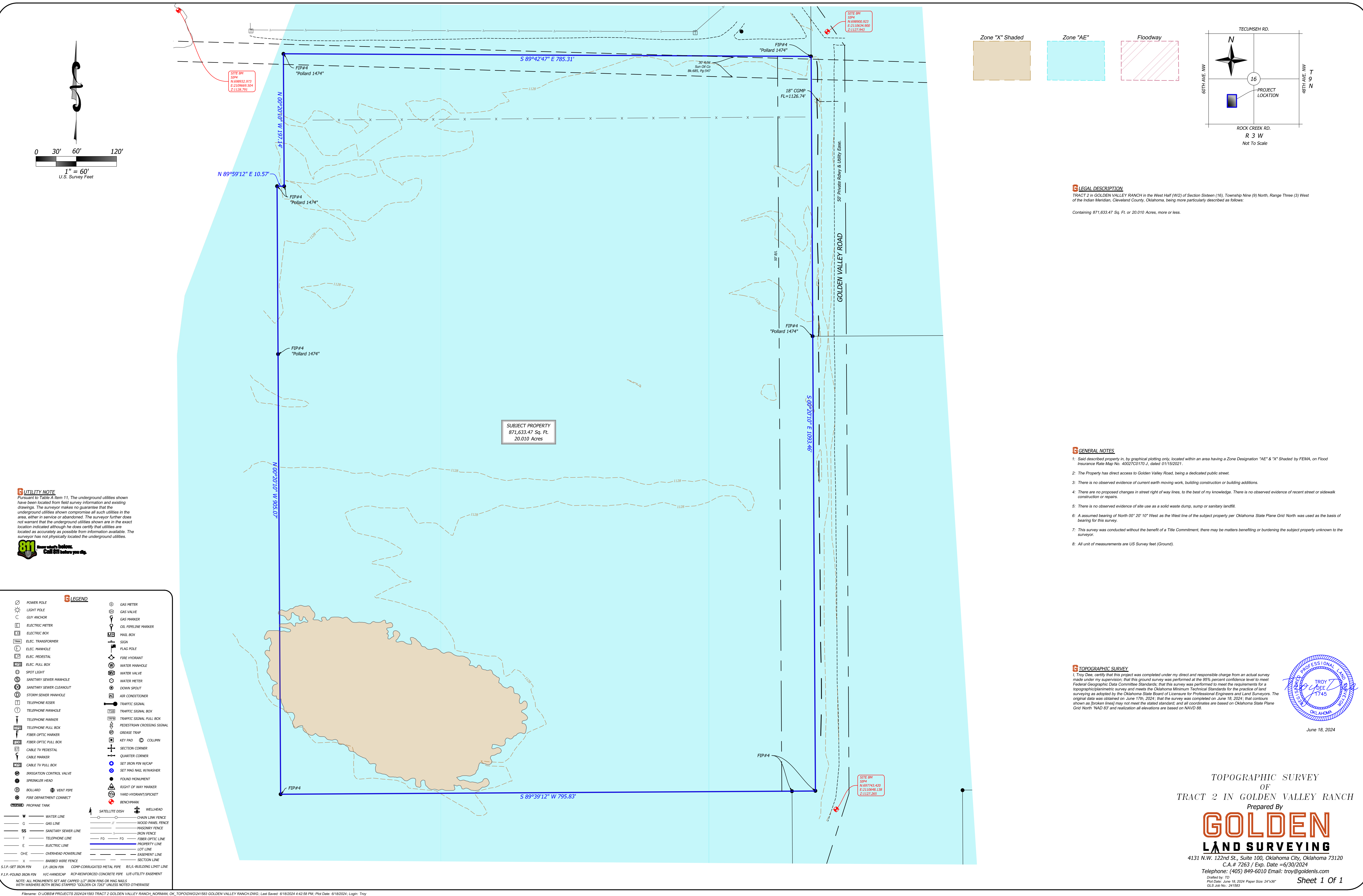
Panel Contains:

VERSION NUMBER  
2.4.3.5

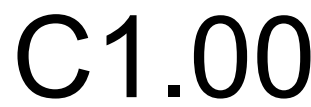
MAP NUMBER  
40027C0170J

MAP REVISED  
January 15, 2021



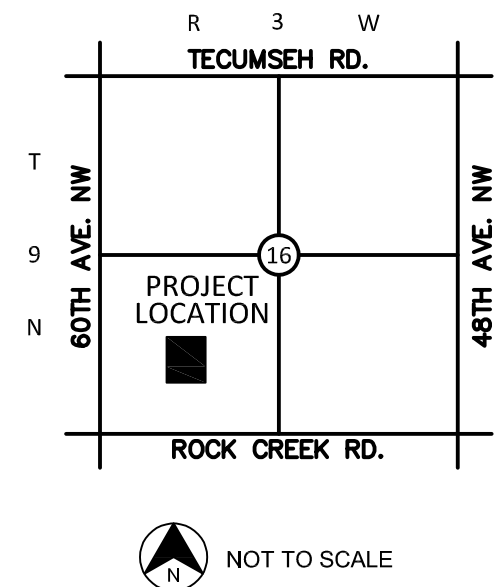








LOCATION MAP:



PROJECT:

**2702 GOLDEN VALLEY ROAD**

NORMAN, OK

PROJECT NUMBER: 24062  
DRAWING DATE: 07.30.24  
ISSUE DATE: 07.30.24

SEAL:

SUBMITTAL:

**REVIEW**

REVISIONS:

MARK DATE DESCRIPTION

THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER WITHOUT FIRST OBTAINING THE WRITTEN PERMISSION AND CONSENT OF CEDAR CREEK CONSULTING INC. THIS SHEET IS NOT TO BE USED FOR CONSTRUCTION UNLESS THE ISSUE DATE IN THE TITLE BLOCK COINCIDES WITH OR POST DATES THE DRAWING DATE. ANY CHANGES MADE FROM THESE PLANS WITHOUT CONSENT OF CEDAR CREEK CONSULTING INC. ARE UNAUTHORIZED, AND SHALL RELIEVE CEDAR CREEK CONSULTING OF RESPONSIBILITY FOR ALL CONSEQUENCES ARISING OUT OF SUCH CHANGES.

DRAWING TITLE:

**GRADING PLAN**

SHEET:

**C2.00**

**LEGEND**

---	EXISTING 1' CONTOUR	---	EXISTING 5' CONTOUR
---	PROPOSED 1' CONTOUR	---	PROPOSED 5' CONTOUR
---	BOUNDARY LINE	---	RIGHT OF WAY LINE
---	EASEMENT LINE	---	EXISTING CURB AND GUTTER
---	PROPOSED CURB AND GUTTER	---	PROPOSED FIRE LANE STRIPING
---	OVERHEAD ELECTRIC LINE	---	UNDERGROUND ELECTRIC LINE
---	GAS LINE	---	UNDERGROUND TELEPHONE LINE
---	UGT	---	UNDERGROUND FIBER OPTIC LINE
---	FO	---	SANITARY SEWER LINE
---	SS	---	WATERLINE
---	W	---	RETAINING WALL
---	SCREEN WALL	---	WIRE FENCE
---	CHAIN LINK FENCE	---	BENCHMARK
+	PROP. FIRE HYDRANT	+	PROP. WHEEL STOP
+	PROP. WATER VALVE	+	PROP. FES
+	PROP. WATER METER	+	PROP. HC RAMP
+	PROP. ELECT. METER	+	PROP. POWER POLE
+	PROP. LIGHT POLE	+	PROP. SS MANHOLE
+	PROP. BOLLARD	+	PROP. GAS METER
+	PROP. TRANSFORMER	+	PROP. SIGN
+	PROP. PARKING COUNT	+	PROP. FIRE ROUTE SIGN
+	PROP. INLETS (SEE GRADING PLAN FOR TYPE)		
VS	VERTICAL SEPARATION REQUIREMENT		

\*NOTE: REFER TO SURVEYING LEGEND FOR EXISTING STRUCTURES IDENTIFICATION

FLOOD PLAIN  
APPLICATION NOTE:  
3780 CY CUT, 3780 CY FILL  
= NET CUT/FILL WITHIN  
FLOOD ZONE = 0 CY

**GRADING NOTES**

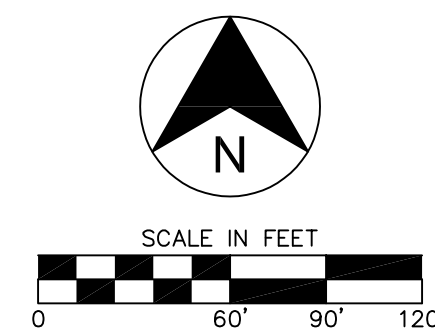
- CONTRACTOR SHALL REFER TO THE SITE SPECIFIC GEOTECHNICAL REPORT FOR EXISTING SOIL CONDITIONS, CONSIDERATIONS, AND RECOMMENDATIONS.
- CONTRACTOR SHALL REFER TO THE CONSTRUCTION DOCUMENTS INCLUDING BUT NOT LIMITED TO THE WRITTEN SPECIFICATIONS, CONSTRUCTION DRAWINGS, STORM WATER POLLUTION PLAN, AND GEOTECHNICAL REPORT.
- CONTRACTOR IS RESPONSIBLE FOR THEIR OWN HORIZONTAL AND VERTICAL CONTROL, REFERENCE POINTS AND CONSTRUCTION STAKING AS INCIDENTAL TO THE PROJECT.
- THE CONTRACTOR SHALL FIELD VERIFY EXISTING ELEVATIONS/PROPERTY LINES/UTILITIES/DRAINAGE PRIOR TO CONSTRUCTION START.
- ALL SITE EXCAVATION SHALL BE CONSIDERED UNCLASSIFIED EXCAVATION.
- GENERAL CONTRACTOR TO PROVIDE A UNIT PRICE FOR REMOVAL AND REPLACEMENT OF SOILS ON THIS SITE SHOULD REMOVAL BE REQUIRED.
- ALL WORK NOT CLASSIFIED AS A CONTRACT PAY ITEM SHALL BE CONSIDERED AS INCIDENTAL AND THE COST THEREOF SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS WHICH ARE CLASSIFIED FOR PAYMENT.
- CONTRACTOR SHALL PROVIDE FINAL GRADES THAT DO NOT OBSTRUCT ANY UTILITY ACCESS AND PROVIDE A SMOOTH TRANSITION TO MEET AND MATCH EXISTING GRADES ON ALL SIDES.
- ADA ROUTES ARE NOT TO EXCEED 1:20 RUNNING SLOPE AND 2% CROSS SLOPE. HANDICAP PARKING AND ACCESS AISLES SHALL NOT EXCEED 2% IN ANY DIRECTION.
- ALL NATURAL GROUND SLOPES SHALL NOT EXCEED 3:1. PAVING SLOPES SHALL NOT EXCEED 8%.
- CONTRACTOR SHALL ENSURE THAT ALL NECESSARY EARTH DISTURBING PERMITS HAVE BEEN ACQUIRED AND MEET THE CONDITIONS/REQUIREMENTS SET FORTH IN THE PERMITS PRIOR TO CONSTRUCTION.
- CONTRACTOR IS REQUIRED TO CALL ONE CALL AS WELL AS THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION/CONSTRUCTION ACTIVITIES TAKE PLACE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH ARE IN CONFLICT WITH PROPOSED IMPROVEMENTS.
- THE CONTRACTOR SHALL GRADE SITE TO ENSURE ALL SURFACE WATER DRAINAGE IS AWAY FROM THE BUILDING AND PROVIDES POSITIVE DRAINAGE SO THAT NO STANDING/PONDING WATER TAKES PLACE ON SITE OR ON ADJACENT PROPERTIES.
- ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE OWNERS DESIGN GUIDELINES AND SPECIFICATIONS, AND WHERE APPLICABLE SHALL MEET THE REQUIREMENTS OF THE GOVERNING/PERMITTING AUTHORITY HAVING JURISDICTION.
- THE BUILDING SUBGRADE SHALL BE CONSTRUCTED TO INCLUDE A MINIMUM OF 10 FEET BEYOND THE BUILDING LIMITS AS SHOWN ON THE PLANS, OR AS DIRECTED BY THE OWNER.
- REFERENCE ARCHITECTURAL AND STRUCTURAL DRAWINGS FOR REQUIRED FLOOR SLAB THICKNESS.
- THE BUILDING PAD SUBGRADE SHALL BE PREPARED IN STRICT ACCORDANCE WITH THE GEOTECHNICAL ENGINEERING STUDY AND THE CIVIL SPECIFICATIONS.
- ESTABLISH FINAL SUBGRADE ELEVATIONS TO ALLOW FOR PAVEMENT/SLAB SECTIONS AS INDICATED ON THE PLANS.
- IF CONFLICTS EXIST BETWEEN THE GEOTECHNICAL REPORT AND THE CONSTRUCTION DRAWINGS AND SPECIFICATIONS, THE MORE STRINGENT REQUIREMENTS SHALL APPLY.

**SPOT ELEVATION LEGEND**

TC - TOP OF CURB	FF - FINISH FLOOR
G - GUTTER	FG - FINAL GRADE
TP - TOP OF PAVEMENT	TW - TOP OF WALL
HP - HIGH POINT	BW - BOTTOM OF WALL
LP - LOW POINT	NOTE: BW IS BOTTOM OF WALL AT GRADE, NOT FOOTING
SW - SIDEWALK	
VS	VERTICAL SEPARATION REQUIREMENT

**BENCHMARK DATA**

BENCHMARK #1 DESC: FIP4 CONTROL 1464 NORTHING: 198442.971 EASTING: 2115754.316 ELEVATION: 1143.628	BENCHMARK #3 DESC: 60D NORTHING: 698886.073 EASTING: 2110267.691 ELEVATION: 1128.587
BENCHMARK #2 DESC: SIP4 NORTHING: 698900.923 EASTING: 2110634.900 ELEVATION: 1127.943	BENCHMARK #4 DESC: SIP4 NORTHING: 698932.973 EASTING: 2109669.504 ELEVATION: 1128.791
VERTICAL DATUM: NAVD 88 OKC GPS MONUMENT	



GOLDEN VALLEY ROAD

S 09°39'12" W 795.83'

BM #1

**DRIVEWAY PROFILE**

SCALE:  
HORIZ: 1" = 40'  
VERT: 1" = 4'

