



CITY OF NORMAN, OK FLOODPLAIN PERMIT COMMITTEE MEETING

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

Monday, November 06, 2023 at 3:30 PM

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, retaliation, 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

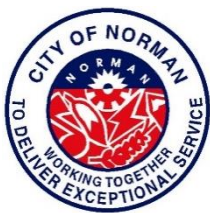
1. Approval of minutes from the September 5, 2023 meeting.

ACTION ITEMS

2. **Floodplain Permit Application No. 683** - This permit is for the City of Norman's annual bridge maintenance program. This permit covers 21 locations city-wide for activities related to general bridge maintenance.

MISCELLANEOUS COMMENTS

ADJOURNMENT



CITY OF NORMAN, OK
FLOODPLAIN PERMIT COMMITTEE MEETING
 Development Center, Conference Room B, 225 N. Webster Avenue,
 Norman, OK 73069
 Tuesday, September 05, 2023 at 3:30 PM

MINUTES

ROLL CALL

The meeting was called to order by Mr. Shawn O'Leary at 3:32 p.m. Roll was called and all members were present. Others in attendance included, Todd McLellan, Development Engineer; Beth Muckala, Assistant City Attorney; Jason Murphy, Stormwater Program Manager; Kim Freeman, Staff; Chris Anderson, SMC; Richard McKown, Green Earth Land Design; Lisa Taylor, Smith Communications; Melissa Long, Resident.

MINUTES

1. Approval of minutes from the August 21, 2023 meeting

Mr. O'Leary called for a motion to approve the minutes from the meeting of August 21, 2023. The motion was made by Scott Sturtz and seconded by Ken Danner. The minutes were approved 7-0.

ACTION ITEMS

2. Floodplain Permit No. 680

Mr. O'Leary said this Application is in the Canadian River Floodplain. Mr. O'Leary asked Mr. McLellan to present the staff report. Mr. McLellan said this Application is for the installation of a cell tower at 596 Bratcher-Miner Road in the Canadian River floodplain. It's located southeast of the intersection of Bratcher-Miner Road and Chautauqua Ave. Mr. McLellan said the Applicant is represented by Lisa Taylor. Mr. McLellan said the Applicant is requesting a floodplain permit to construct a cell tower at this location.

Mr. McLellan said plans for this location include creating an access pad and a road to get to the pad for the monopole tower. A chain link fence will surround the 50' x 50' pad location with the tower and equipment. According to the plans, the top of pad will be 2 feet above the BFE and any additional equipment will be installed at that elevation or higher on top of the concrete pad. The 140' cellular tower will be constructed in the southeast corner of lot, which has a permanent easement, and will be located 140' from both Bratcher-Miner Road and Chautauqua Ave. The applicant's engineer provided calculations showing that approximately 150 cubic yards of fill will be brought into the floodplain for the elevation of the site. Plans indicate that an area immediately southeast of the project location used to provide the necessary 150 cubic yards of compensatory storage. The cut area will be seeded after excavation. This permit application also includes the approach and 24" culvert at the intersection with Bratcher-Miner Road that must meet City standards.

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

Mr. McLellan confirmed all ordinance requirements have been met and said staff recommend Floodplain Permit Application No. 680 be approved.

Mr. O'Leary asked for comments or additions from the Applicant. Ms. Taylor, Smith Communications, said no comments unless there are questions. Mr. O'Leary asked for any comments from the public. Hearing none, Mr. O'Leary asked for any additional comments by the committee. Mr. O'Leary asked for confirmation of the owner of the property. Ms. Taylor, confirmed the City of Norman is the property owner but as part of the agreement for the purchase with Mr. Kruger, who is their landlord, was given an easement for the cell tower. Mr. O'Leary asked if there is a Ground Lease Agreement and Ms. Taylor said yes. Mr. O'Leary said in the past, cell tower applications have come from the owner of the property, not the tenant. Ms. Muckala, said she worked on that acquisition and can attest that this was contemplated during the purchase and sell agreement and they do have permission to proceed. Mr. O'Leary directed the committee to the Letter of Reference in the packet pertaining to the Ground Lease Agreement.

Ms. Stansel asked if the access road would be permanent or temporary. Ms. Taylor said there will be a permanent access road to the location for maintenance. Ms. Stansel asked if the road would be gravel. Mr. Murphy said it's in the plans as a gravel road. Ms. Taylor said the approach would be concrete.

Ms. Hudson asked for confirmation of the cell tower height. Ms. Taylor said they have FAA approval for 190 ft. but the tower itself is 140 ft.

Mr. Sturtz said the notarized certificate is a Texas PE stamp and an Oklahoma PE is needed. Ms. Taylor provided a corrected certificate.

Mr. O'Leary called for further questions or a motion. Mr. Sturtz motioned to approve Floodplain Application No. 680. Mr. Danner seconded the motion. Mr. McLellan asked to add the condition that an elevation certificate for the concrete slab be provided. Mr. O'Leary confirmed adding the condition of the elevation certificate as stated in the staff report. Mr. O'Leary called for further discussion on the motion. The committee voted to approve the application 7-0.

3. Floodplain Permit No. 681

Mr. O'Leary said this Application is for a project in the Little River called Bridgeview at Carrington Addition. Mr. O'Leary asked Mr. McLellan to present the staff report. Mr. McLellan said Richard McKown is representing the owner and Chris Anderson with SMC is representing the Engineering firm. Mr. McLellan said this is for the construction of a road in the Zone A floodplain that is part of a tributary to the Little River near the intersection of 36th Ave. NW and Franklin Road. The work being done is for the proposed Bridgeview at Carrington Addition. The road will be oriented generally north to south and cross the floodplain to the west of 36th Ave. NW. The applicant submitted plans showing a road crossing this section of the floodplain with two 48" reinforced concrete pipes under the road to allow for the drainage of the stream that is draining to the east towards an unnamed tributary of the Little River. The flow line elevation for the pipes will be 1157.8' on the upstream side and 1157.3' on the downstream side. The approximate 100 year water level is 1163.8' and the top of the road, according to the plans is 1165.0'. According to the preliminary plat, this road would not be the only path of ingress or egress for the development during a flooding scenario. The applicant submitted plans showing a cut volume as a result of development of approximately 6300 CY and a fill volume of approximately 3550 CY for a net loss of approximately 2750 CY of fill in the floodplain.

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

Mr. McLellan confirmed all ordinance requirements have been met and said staff recommends Floodplain Permit Application No. 681 be approved.

Mr. O'Leary asked for comments from the Applicant. Chris Anderson, SMC Consulting Engineers, said he covered it all pretty well. Mr. O'Leary called for any public comments. Ms. Long, resident, said she is just a resident and doesn't know very much at all, but she knows none of it is being maintained. Ms. Long said the City's pipes are not maintained anywhere around that area so when it rains there is flooding. Ms. Long said when they call, they say well we're widening your road so we're not going to deal with that, but they lost the federal funding for widening the road. Ms. Long said I have standing water and had to get a sump pump out to the entrance to the neighborhood. Ms. Long said the work done recently has created a lot of erosion and the fire hydrant which is normally knee high is now to your ankles at the entrance of the neighborhood. Ms. Long said in the drainage at 36th the tinhorn is completely eroded and caving in. Ms. Long said as the HOA President and homeowner in the neighborhood, she was asked to come as a concerned citizen in the neighborhood. Ms. Long asked what the City is doing to fix these drainage issues in the neighborhood.

Mr. Sturtz said his group is working on that roadway project to address these concerns. Mr. Sturtz said the current construction that is happening is part of the utility relocation. Mr. Sturtz said he would love to help Ms. Long with this and asked Ms. Long if she could stay after the meeting to discuss and address all of her concerns. Ms. Long said 3 square feet of her house is in the floodplain, she's tried to contact the Army Core of Engineers and asked if they had suggestion of who to contact. Mr. McLellan asked if she had tried to get a, LOMA, Letter of Map Amendment. Ms. Long said she hired an engineer but he just took their money and didn't complete the work. Mr. McLellan said the property is right on the very fringe of the floodplain and it might be possible to get a LOMA. Mr. Sturtz said he could help with the LOMA as well. Ms. Long said the concern as a neighborhood is who will maintain the new structure and how is it going to impact flooding. Ms. Long said her concern is if she will be able to get out of the neighborhood when it rains. Mr. O'Leary said that's why we're here, to make sure no negative implications occur in the floodplain. Ms. Long asked who is going to maintain the bridge because it has a ton of water moving through it. Mr. O'Leary referred to the plans and said this is a very large development proposed by the two gentlemen here, referring to Richard McKown and Chris Anderson, and right now this is all speculative but only the applicants could speak to if this is going to be built and when. Mr. O'Leary said in order for them to build this small section of the subdivision, they need a Floodplain Permit because they are crossing the Little River. Mr. O'Leary said we are not here to approve the development.

Mr. O'Leary clarified the 36th Ave NW bond project and that federal funding was taken away, that's not accurate. Mr. O'Leary said the funding never came in the first place and we have not given up on that, it is still a real project and as soon as we get the funding it will be built just as the voters approved it. Mr. Sturtz said he is happy to help and Ms. Long said she would stay after the meeting. Mr. O'Leary asked for any comments or questions. Mr. Sturtz asked Mr. Anderson if the compensatory storage is outside of the flood zone and in effect changing the floodplain limit and asked if a LOMA is being done. Mr. Anderson said yes, we can do that when we do the final grading and construction plan. Mr. Sturtz asked if a LOMA is being done and Mr. Anderson said yes. Mr. Sturtz said he was curious and concerned about that since we are going outside of the floodplain for a large part of the compensatory storage. Mr. O'Leary asked if a LOMA would affect the Plat. Mr. Anderson confirmed that would be a condition of

the final Plat. Mr. O'Leary asked for further questions or a motion. Mr. Sturtz motioned to approve Floodplain Application No. 681 with a condition of a LOMA. Mr. O'Leary said we have a motion to approve with the condition of LOMA and if there is a second. Ms. Hoggatt seconded the motion. The committee voted to approve the application 7-0.

1. Floodplain Permit No. 682

Mr. O'Leary said this Application is a Floodplain Permit in the Little River Floodplain. Mr. O'Leary asked Mr. McLellan to present the staff report. Mr. McLellan said Richard McKown is representing the owner and Chris Anderson with SMC is representing the Engineering firm. Mr. McLellan said the request is for construction of approximately a 2600 linear foot sidewalk that is 10 feet wide and will be located along the Flint Hills subdivision located on the northwest side of 12th Ave. NW and Tecumseh Road. The trail will cross in and out of the Little River floodplain and follows the northern boundary of the subdivision. The applicant has indicated that no fill will be brought into the floodplain for the construction.

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

Mr. McLellan confirmed all ordinance requirements have been met and said staff recommends Floodplain Permit Application No. 682 be approved.

Mr. O'Leary asked for comments from the Applicant. Mr. Anderson said he would like to add that not only is this an amenity for the neighborhood but a requirement from the City of Norman as a continuation of the Legacy Trails Project. Mr. O'Leary called for any public comments. Mr. Murphy said specifically in the Flood Hazard Ordinance and according to FEMA this is exactly the kind of activity you'd like to see in these areas, walking trails. Mr. Murphy said this is an ideal use for this space. Mr. O'Leary asked for any additional comments by the committee. Ms. Stansel asked how the trail gets across 12th. Mr. Anderson said for right now they are tying in to the sidewalk system in front of the subdivision. Mr. Sturtz said we have a couple similar situations. Mr. Sturtz said something to consider in the future as a community is how best to tie these projects together better but is a conversation for the future. Mr. O'Leary called for further questions or a motion. Ms. Hudson motioned to approve Floodplain Application No. 682. Mr. Sturtz seconded the motion. The committee voted to approve the application 7-0.

DISCUSSION ITEMS

2. Discussion regarding procedural and substantive aspects of the Flood Hazard Ordinance.

Mr. O'Leary said the last item on the agenda is a discussion regarding procedural and substantive aspects of the Flood Hazard Ordinance. Mr. O'Leary said we have our Assistant City Attorney, Beth Muckala, with us and she was kind enough to put this together for us.

Ms. Muckala said she and Shawn had a discussion a several months ago regarding the tools in your tool belt as far as procedural options and it's a long overdue discussion. Ms. Muckala said she is here for a birds eye view but the committee are the experts on the subject. She is here to discuss the procedures and answer any questions the committee may have. Ms. Muckala said the committee is a unique body

and their authority is directed by state statute and the ordinance flows from the state statute which in turn flows from federal law. The National Flood Insurance Act of 1968 set up this program for unified national program for flood plain management in ordered to protect the ability to maintain flood insurance on homes in this situation.

Ms. Muckala reviewed the purposes and functions of the Flood Hazard District with the committee. Ms. Muckala said the most important procedure is permitting and ultimately construction of the permitted activities. The Floodplain Administrator is the Director of Public Works, Mr. O'Leary. The committee has the power to review and approve permits and supermajority vote is required for all actions. The committee is a body of seven and five is needed for supermajority. Ms. Muckala reviewed the makeup of the committee provided to the committee in their packets. Ms. Muckala reviewed what information can be required from the committee to analyze and review the permit. Ms. Muckala added the committee can request additional information, but they must make sure to postpone to a certain date or procedurally the action ends. The committee can request additional information to aid in their decision. They can also call for expert assistance when necessary. Mr. O'Leary confirmed if expert assistance is necessary outside committee members, a third party would be hired for evaluation.

Ms. Muckala reviewed the factors for consideration regarding approval or denial and let the committee know they are provided in their packets. Ms. Muckala said staff can recommend conditions be added but the committee can also request conditions be added as well. Ms. Muckala reviewed with the committee what happens after a decision is made, including an appeal to the Board of Adjustment (BOA). Further appeals will go to District Court. The BOA may also consider variances. Ms. Muckala asked if the committee had any questions. Mr. Murphy asked how a situation would be handled if a variance was approved by the BOA that could disqualify the City from the National Flood Insurance Program. Ms. Muckala said the BOA has various factors they consider and one of those is the effect and the threat of losing that status. Mr. O'Leary said this is part of why the BOA is trained in the Floodplain Ordinance. Mr. O'Leary asked for any additional questions. The committee had no additional questions at that time. Ms. Muckala said she is available to answer any questions that may come up later.

MISCELLANEOUS COMMENTS

Mr. Murphy said there is likely 1 application for the September 18th meeting.

ADJOURNMENT

Mr. O'Leary called for a motion to adjourn. Mr. Sturtz motioned to adjourn and was seconded by Mr. Danner. The motion was approved 7-0. The meeting adjourned at 4:19 p.m.

Passed and approved this _____ day of _____, 2023

City of Norman Floodplain Administrator, Shawn O'Leary

STAFF REPORT

11/06/2023

PERMIT NO. 683

ITEM: Floodplain Permit application is for maintenance activities on up to 21 bridges within the City of Norman that are deemed a priority for general maintenance. The bridges are located in various floodplains across the City of Norman.

BACKGROUND:

APPLICANT: City of Norman – Department of Public Works

ENGINEER: City of Norman – Engineering Division

CONTRACTOR: Cimarron Construction

The Oklahoma Department of Transportation (ODOT) is tasked by the Federal Highway Administration (FHWA) to perform Bridge Safety Inspections for all publicly owned structures greater than 20 feet in length. Inspections are performed at least once every two years to identify any critical findings, document the bridge condition and make repair recommendations if necessary. The City of Norman currently has 80 bridges requiring inspection per FHWA criteria.

On October 26, 2021, City Council approved Resolution R-2122-45, selecting H.W. Lochner, Inc. as the City of Norman's appointed Bridge Inspection Consultant to the Oklahoma Department of Transportation for compliance with the National Bridge Inspection Standards.

H.W. Lochner completed the required Bridge Safety Inspections in December 2021, and provided the inspection reports to city staff. Data obtained from the Bridge Safety Inspections were used to identify bridges that are in need of rehabilitation, maintenance, and/or replacement. The 2021 Bridge Safety Inspection results identified 4 structurally deficient bridges, 8 functionally obsolete bridges, and 14 bridges at risk of becoming structurally deficient. Based on this data, city staff identified and ranked bridges in need of maintenance activities. This project will perform the maintenance activities on various bridges within the city limits that are deemed to be priorities for maintenance.

Maintenance activities include repairing erosion and scour, removing debris, crack repair, joint sealing and placement of rip-rap. Such maintenance activities are necessary to prolong the life of the City's bridges and the investment they represent, and are vital to insure the safety of the traveling public.

STAFF ANALYSIS:

Site located in Little River Basin or its Tributaries? yes ☒ no ☐

In previous years, staff has bid out an annual project for maintenance on specific locations. Because of the success of the annual bridge maintenance program to-date, the average sufficiency rating of the City's bridge inventory has improved. As a result, staff has seen a proportional reduction in the scale of maintenance required at each individual location on most bridges in the City's inventory. In response, and with the intention to provide staff adequate flexibility to address maintenance issues city-wide, the FYE 2024 Bridge Maintenance Program bid was let as unit price contract modeled after other municipal bridge maintenance programs.

This means that bridge maintenance will proceed on up to 20 locations listed in the below table (1) until all of the available funds have been spent for this fiscal year. Pending contractor performance assessment and approval of funding by City Council, any remaining sites on this list will be completed in the following fiscal year. This will allow City staff more flexibility in administering the Bridge Maintenance Program.

Bid documents and specifications for the FYE 2024 Bridge Maintenance Program were advertised on June 1, 2023 and June 8, 2023 in accordance with State Law. In addition to advertising bids, staff sends bid documents to forty-three (43) contractors directly, including all known contractors specializing in bridge maintenance and repair. These contractors are located in Norman and around the state of Oklahoma. Bridge maintenance of this kind is specialized work. It is not uncommon for the City to receive one or two bids for this annual project. One (1) bid was received on June 22, 2023. The low bidder and selected contractor for this program is Cimarron Construction Company of Oklahoma City, Oklahoma. Cimarron Construction Company is a capable and qualified contractor with previous experience completing this type of work.

General maintenance activities include but are not limited to repairing erosion and scour, removing debris, crack repair, joint sealing, placement of rip-rap, guardrail repairs, handrail repairs, and concrete repair or patching. These general maintenance activities are necessary to prolong the life of the City's bridges and the investment they represent, and are vital to insure the safety of the traveling public.

Table 1 provides the list of locations anticipated to be addressed in this year's program. In some cases, there may not be any anticipated maintenance in channel, rather just maintenance to structural components of bridge such as the bridge deck, beams or wing walls. A permit for these locations is being requested in case it is determined at the time that maintenance is performed, that channel clearing or stabilization activities are required. The channel flow line and banks will not be altered at any of the sites. Material (soil and rip rap) placed in the channel will be to replace what has been washed away by erosion and scour and is considered routine maintenance. There will not be any increase in the BFE at any of the locations. If it is determined that significant channel alteration or bridge replacement is necessary, a separate floodplain application for that specific location would be required. None are anticipated at this time. The complete list of locations associated with this application is expected to take 2 years to complete. The Vineyards location that does not have a NBI number is separate from the bridge maintenance program. It was included in this application because Stormwater Division Maintenance crews will be performing channel maintenance at this location that is similar in nature to work being completed by this program. Specifically, minor tree clearing, limb removal, sediment removal from the channel and replacement of a small amount of rip rap around a bridge wing wall will be completed.

Table 1: Locations of Work

NBI	LOCATION
30152	60 th Ave NW – 0.4 miles N of Tecumseh Rd
20663	W Robinson – 0.3 miles E of 60 th Ave NW
20182	Havenbrook St – 300' E 36 th Ave NW
19584	Willow Branch Rd – 0.1 miles N of W Main St
24966	Crestmont St – 150' E of Merkle Dr
12203	W Brooks St – 0.1 miles E of Berry Rd
28743	E. Rock Creek Rd – 0.4 miles E of Porter Ave
25221	E Constitution St – 0.2 miles W of US 77
25220	E Constitution St – 0.3 miles W of US 77
22628	24 th Ave NE – 0.1 miles S of Franklin Rd
20794	48 th Ave NE – 0.4 miles N of Franklin Rd
06203	E Rock Creek Rd – 0.2 miles E of 48 th Ave NE
26487	48 th Ave NE – 0.3 miles E of Rock Creek Rd
07921	E Robinson St – 0.3 miles E of 36 th Ave NE
19288	Franklin Rd – 0.1 miles W of 72 nd Ave NE
20167	60 th Ave SE – 0.4 miles S of SH9
20014	72 nd Ave SE – 0.6 miles N of SH9
21945	84 th Ave SE – 1 mile N of SH9
09930	E Alameda Dr – 0.3 miles W of 108 th Ave NE
21494	156 th Ave SE – 0.2 S of Alameda St
N/A	Nantucket Road Vineyards Addition*

Applicable Ordinance Sections:

36-533 (e)2(a)
(e)2(e)
(e)2(r)3.....
(f)3(a)(8)

Subject Area:

Fill Restrictions in the Floodplain
Compensatory Storage
City Council Approval of Streambank
or Flow Line Modifications
No Rise Considerations

(e)2(a) and (e)2(e) Fill Restrictions in the Floodplain and Compensatory Storage – The use of fill is restricted in the floodplain because storage capacity is removed, natural drainage patterns are adversely altered and erosion problems can develop. However, Sections (b) and (c) allow fill for the construction or repair of public roads and bridges, and river or stream bank stabilization or reinforcement projects. Material brought into the channel is only to replace what has been washed away. No net fill will be brought into the floodplain for this project; therefore, no compensatory storage is required, and this project meets these ordinance sections.

(e)2(r)3 City Council Approval of Streambank or Flow Line Modifications - The following floodplain modifications require approval by City Council: Any modifications of the streambanks or flow line within the area that would be regulatory floodway whether 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. Since there will be not be any channel alteration or net increase in fill at any of the sites and this project is considered routine maintenance, City Council approval is not required.

(f)3(a)8 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. The Applicant's Engineer has certified that the project will not cause a rise in the BFE, which meets the ordinance requirements.

RECOMMENDATION: Staff recommends that Floodplain Permit Application #683 be approved.

ACTION TAKEN: _____



City of Norman

Floodplain Permit Application

Floodplain Permit No. 683

Building Permit No. _____

Date 9/26/2023

FLOODPLAIN PERMIT APPLICATION

(\$100.00 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: City of Norman - Public Works ADDRESS: 225 N. Webster Ave, Norman, OK 73069TELEPHONE: 405-366-5459 SIGNATURE: _____

BUILDER: _____ ADDRESS: _____

TELEPHONE: _____ SIGNATURE: _____

ENGINEER: City of Norman - Public Works ADDRESS: 225 N. Webster Ave, Norman, OK 73069TELEPHONE: 405-366-5459 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 will be for the annual Bridge Maintenance Program and will take place at various locations around the City within the bridge inventory as needed. Please see the attached map of the City's bridge inventory.

In previous years, a small set of locations was chosen at which to perform maintenance. However, as we progress down the list, the amount of work required at each location is reduced meaning that we can perform work on many more locations which necessitates applying to perform maintenance on the entirety of the City's inventory.

DESCRIPTION OF WORK (Check all applicable boxes):

A. STRUCTURAL DEVELOPMENT

ACTIVITY

STRUCTURE TYPE

- | | |
|--|---|
| <input type="checkbox"/> New Structure | <input type="checkbox"/> Residential (1-4 Family) |
| <input type="checkbox"/> Addition | <input type="checkbox"/> Residential (More than 4 Family) |
| <input checked="" 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 \$ 478,290.75 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.

See attached prior project scope descriptions for examples of routine bridge maintenance. At most, the work that will take place in the channels will be relegated to removing debris refreshing riprap, removing sediment, and repairing erosion and scour. Such maintenance activities are necessary to prolong the life of the City's bridges and the investment they represent

and are vital to insure the safety of the traveling public.

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:

This section does not apply because this project consists of routine maintenance work to repair/replace erosion in the channel in the immediate vicinity of each bridge.

No new development work is included in this project.

- 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:

This project does not involve a subdivision.

- 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:

There are no construction plans for this project because it is considered routine maintenance.

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

☒ Not Applicable:

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

☒ Not Applicable:

No structures are proposed with this project.

- 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:

See attached project scope. Note that the drainage channel will not be relocated or altered at any of the bridge maintenance locations.

- 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.

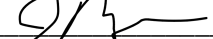
SECTION 3: FLOODPLAIN DETERMINATION (To be completed by Permit Staff.)

The proposed development is located on FIRM Panel No.: multiple, Dated: multiple

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 _____ Ft. NGVD (MSL) ☐ Unavailable

See Section 4 for additional instructions.

SIGNED:  **DATE:** 9/26/2023

There are 21 locations for basic channel and bridge maintenance for this application. There is no new construction or channel modifications associated with this application. FIRM Panels and dates vary by location. See attached locations for this application.

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 22, Section 429.1. 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:
Hearing date: _____

☐ Yes ☐ No

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.



The City of NORMAN

225 N. Webster • P.O. Box 370
Norman, Oklahoma 73069 • 73070

PUBLIC WORKS DEPARTMENT

Phone: 405-366-5452
Fax: 405-366-5418

Item 2.

September 18, 2023

Mr. Shawn O'Leary, P.E., CFM
Floodplain Administrator
City of Norman

Re: No Rise Certification
Bridge Maintenance Projects
Norman, OK

Dear Mr. O'Leary:

This project involves maintenance activities on various bridges within the City of Norman. Maintenance activities include repairing erosion and scour, removing debris, channel restoration and rip rap placement (limited to the immediate vicinity of the bridge), and crack repair and joint sealing of the bridge deck.

The channel flow line and banks will not be altered at any of the sites. Any material (soil and rip rap) placed in the channel will be to replace what has been washed away by erosion and scour and is considered routine maintenance. There will not be any increase in the Base Flood Elevation at any of the locations.

Please contact me at 405-217-7704 if you have any questions or need further information.

Sincerely,



Brandon Brooks, P.E., CFM
Capital Projects Engineer

BRIDGE LOCATION INFORMATION

LOCAL NO.	NBI NO.	DEFICIENCY STATUS	LOCAL NO.	NBI NO.	DEFICIENCY STATUS	LOCAL NO.	NBI NO.	DEFICIENCY STATUS	LOCAL NO.	NBI NO.	DEFICIENCY STATUS	LOCAL NO.	NBI NO.	DEFICIENCY STATUS
000	25114	ND	008	18911	ND	016A	20609	AR	025A	07921	ND	042	19913	FO/AR
001	25115	ND	008A	22642	ND	017	19584	ND	025B	21945	ND	043	10884	ND
001i	25220	ND	009	24966	ND	017A	05850	SD	026	30152	ND	044	26914	FO/AR
002	26906	FO	009A	19288	AR	018	20182	ND	028	09865	ND	046A	20034	FO
002A	22300	ND	010	10801	ND	018A	22039	ND	029	21494	ND	047A	33052	ND
002B	33049	ND	010A	19348	AR	019	20084	ND	030A	33050	ND	048	23373	ND
002i	25221	ND	011A	22313	ND	019A	22080	ND	030B	33051	ND	049	32952	ND
003A	31194	ND	012	12330	AR	020	19451	ND	031	10269	ND	052	18802	FO
003B	31195	ND	012A	20794	ND	020A	09930	AR	032	07546	FO/AR	053	31231	ND
004	18958	SD	013	12331	ND	021A	06106	FO/AR	036	07175	ND	054	19298	AR
004A	26488	ND	013A	9991	FO/AR	022	07896	ND	037	21455	AR	055	12549	FO/AR
005	12203	ND	014	20394	ND	022A	09189	SD	038A	07923	FO	056	28743	ND
005A	05274	FO/AR	014A	22628	ND	023	09863	ND	039	20167	ND	057	28824	ND
006	12282	FO	015	14930	SD	023A	06203	ND	039A	30396	ND	058	29596	ND
006A	19418	SD	015A	00167	ND	024A	26487	ND	040A	05645	ND	058A	24898	ND
007	08335	ND	016	31728	ND	025	20663	ND	041	20014	AR			

BRIDGE LOCATION
INFORMATION LEGEND

ND - NON-DEFICIENT

AR - AT RISK OF BECOMING SD

FO - FUNCTIONALLY OBSOLETE

SD - STRUCTUALLY DEFICIENT

