



**CITY OF NORMAN, OK**  
**FLOODPLAIN PERMIT COMMITTEE MEETING**  
Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069  
Monday, April 06, 2026 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 call 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 March 2, 2026 meeting.

### ACTION ITEMS

2. **Floodplain Permit Application No. 739** - This permit application is for the creation of a construction borrow pit near 7138 West Indian Hills Road.
3. **Floodplain Permit Application No. 740** - This permit application is for the creation of a pond at 3005 Golden Valley Road and the installation of a culvert crossing under Golden Valley Road.

### MISCELLANEOUS COMMENTS

### ADJOURNMENT



## CITY OF NORMAN, OK

### FLOODPLAIN PERMIT COMMITTEE MEETING

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

Monday, March 2<sup>nd</sup>, 2026, 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 2<sup>nd</sup> day of March, 2026, at 3:30 p.m., and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, Development Center at 225 N. Webster and on the City website at least 24 hours prior to the beginning of the meeting.

## ROLL CALL

The meeting was called to order by Mr. Sturtz at 3:30 p.m. Roll was taken. Committee members in attendance included Bill Scanlon, Resident Member; Sherri Stansel, Resident Member; Scott Sturtz, Floodplain Administrator; Tim Miles, City Engineer; Ken Danner, Subdivision Development Manager; Jane Hudson, Director of Planning; and Lora Hoggatt, Planning Services Manager. Other staff in attendance included Jason Murphy, Stormwater Manager; Nathan Madenwald, Utilities Engineer; Peter Wolbach, Utilities Staff Engineer; and Amy Shepard, Management Analyst. Citizens in attendance included Zahed Siddique, Kenton Schmidt, John Depe, Roxanne Avery, Patricia Richards, and Robert Campbell.

## MINUTES

1. Approval of minutes from January 20<sup>th</sup>, 2026, meeting
  - a. Ms. Hudson asked for a correction to the minutes to update Floodplain Permit Application 734 to reflect the permit was postponed with conditions. Ms. Hoggatt asked for a correction on one of the citizens' names that was in attendance.
  - b. Mr. Scanlon motioned to approve the minutes with the corrections. Mr. Danner seconded the motion. Minutes were approved with a vote of 7-0.

## ACTION ITEMS

### 2. Floodplain Permit No. 737

Mr. Sturtz stated that the floodplain permit application is for the removal of an aerial crossing and rerouting of a sanitary sewer line that crosses Bishop Creek near 727 East Boyd Street.

Mr. Murphy stated that the Applicant is City of Norman Utilities and the engineer is Nathan Madenwald, P.E.

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

Project Summary:

- Removal of an outdated aerial sanitary sewer crossing at Bishop Creek near 727 East Boyd Street.

- Installation of a new buried sewer line and manhole (open-cut method).
- Existing aerial crossings and concrete piers to be removed; no permanent fill added.
- Restoration of disturbed areas to original grade.
- Net increase in floodplain capacity (removal of 12.25 cu yd of material vs. new manhole at 1.24 cu yd).
- Certified by engineer: No rise in base flood elevation; no alteration to channel flow or floodplain conveyance.
- New infrastructure designed for improved reliability and watertight seals.

Mr. Murphy stated staff recommend permit app #737 be approved.

Mr. Sturtz asked for comments from the committee. There were no comments. Mr. Sturtz asked for any comments from the public.

#### Public Comments:

Peggy Smith (for Patricia Richards, 715 E. Boyd) inquired about construction timing and impact on vacation rentals. Mr. Madenwald explained that project bidding is underway; work may last up to 2 years but will notify property owners 2 weeks in advance. City of Norman will coordinate, if possible, to avoid high-rental periods; water/sewer service will remain active during construction. Additional work during this project will be the replacement of another missed sewer line section behind the properties.

#### Committee Action:

Mr. Sturtz asked for a motion; Mr. Scanlon motioned to approve the application and Ms. Hogatt seconded the motion. Permit approved with a vote of 7-0.

### **3. Floodplain Permit No. 738**

Mr. Sturtz stated that the floodplain permit application is for the repair of the aerial crossing of the sanitary sewer line that crosses Brookhaven Creek near the intersection of NW 36th Ave. and Rock Creek Road.

Mr. Murphy stated that the Applicant is City of Norman Utilities and the engineer is Nathan Madenwald, P.E.

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

#### Project Summary

- Replacement of aging 8-inch aerial sewer crossing at Brookhaven Creek (NW 36th Ave & Rock Creek Rd).
- Removal of old pipe/casing; new pipe installed on existing piers—no expansion of footprint.
- No modification to creek channel, banks, or floodplain geometry.
- Minor stream bank disturbances to be restored post-construction.
- Engineer-certified: No rise in base flood elevation; no impact on floodplain conveyance or storage.

Mr. Murphy stated staff recommend permit app #738 be approved.

Mr. Sturtz asked for any comments from the committee. There were no comments.

Mr. Sturtz asked for any comments from the public.

Public Comments:

- John Depe (property owner): Asked about service disruption; Mr. Madenwald confirmed no disruption expected.
- Zahed Siddique (3505 Sunflower Street): Concerned about floodplain impact; Mr. Madenwald confirmed work will be north of his retaining wall and will not compromise his property.
- Robert Campbell (commercial property owner): Questioned floodplain map discrepancies; Mr. Sturtz and Mr. Murphy clarified only FEMA maps are used, and project boundaries do not impact his property.

Committee Action:

Mr. Sturtz asked for a motion; Mr. Scanlon motioned to approve the application and Mr. Danner seconded the motion. Permit approved with a vote of 7-0.

#### **4. Floodplain Permit Committee 2025 Annual Summary**

Mr. Murphy presented the following for 2025 Annual Summary:

Permits: 30 total (record high); 25 approved, 2 denied, 4 postponed, 1 withdrawn.

Violations: 7 reported (record high); 5 resolved, 2 outstanding:

- One pending is waiting on requested documentation for Consent to Encroach, from the January 20, 2026 meeting.
- One is the residential at Eagle Cliff near resolution—awaiting data to confirm material removal and floodplain restoration.
- Outstanding violations prevent plat filing and lot sales.

Committee Feedback: Mr. Scanlon requested more detailed reporting on violations in future summaries.

CRS Program Audit:

- FEMA conducted a 5-year audit; city provided all documentation, but no score received yet due to FEMA staff changes and delays.

#### **ADJOURNMENT**

Ms. Hoggatt motioned to adjourn. Mr. Scanlon seconded the motion. Mr. Sturtz adjourned the meeting at 3:51 p.m.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2026

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City of Norman Floodplain Administrator, Scott Sturtz

PERMIT NO. 739

DATE: 4/6/2026

## **STAFF REPORT**

ITEM: Floodplain Permit Application to create a construction borrow pit near 7138 West Indian Hills Road.

APPLICANT: James Houchin

ENGINEER: Chris Duncan, P.E.

## **BACKGROUND**

The proposed project consists of excavation activities to construct a borrow pit and associated temporary construction road located south of Indian Hills Road and west of S. Western Avenue within the Ten Mile Flat Creek floodplain. The borrow pit is approximately 2 acres in size and is proposed to be excavated to a depth of approximately 10 to 12 feet.

Excavated material from the site will be utilized offsite for a nearby roadway project. No fill material will be placed within the floodplain, and no berming or stockpiling of material is proposed. The construction road will be created by clearing vegetation and removing topsoil to form a compacted soil surface using on-site materials only.

Upon completion of excavation, the borrow pit will remain as a pond with side slopes graded and stabilized. No permanent structures are proposed as part of this application.

## **STAFF ANALYSIS**

The project is located within the Ten Mile Flat Creek floodplain (Zone AE). The proposed work consists entirely of excavation below existing grade, with no placement of fill or obstruction of flow.

Because the project does not increase ground elevations or reduce floodplain storage, there is no anticipated impact to floodplain conveyance or Base Flood Elevation (BFE). The excavation of the borrow pit effectively increases available flood storage within the floodplain.

The temporary construction road will be constructed at existing grade using native soils and will not include imported materials or raised embankments. As such, it will not impede flood flows.

## **APPLICABLE ORDINANCE SECTIONS (36-533)**

- (e)(2)(a) - Fill restrictions in the floodplain
- (e)(2)(e) - Compensatory storage
- (f)(3)(8) - No-rise considerations

**DETAILED ORDINANCE ANALYSIS**

**(e)(2)(a) and (e)(2)(e) - Fill Restrictions and Compensatory Storage**

No fill is proposed within the floodplain. The project consists solely of excavation activities, which increase flood storage capacity. Therefore, no compensatory storage is required.

**(f)(3)(8) – No-Rise Requirement**

A No-Rise Certification has been provided by a licensed professional engineer stating that the proposed excavation will not result in any increase in water surface elevations. Because no fill or raised grades are proposed, hydraulic modeling was not required to demonstrate compliance.

**RECOMMENDATION**

Staff recommends approval of floodplain permit application #739.

**ACTION TAKEN:**

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# City of Norman

## Floodplain Permit Application

Floodplain Permit No. \_\_\_\_\_739\_\_

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

Date\_\_\_\_\_04/06/2026\_\_\_\_\_

### 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: James Houchin ADDRESS: 5629 W. Broadway St., Ardmore, OK 73401

TELEPHONE: 580-504-1271 SIGNATURE: 

BUILDER: F5 Welding and Dozer ADDRESS: 5629 W. Broadway St., Ardmore, OK 73401

TELEPHONE: 580-504-1271 SIGNATURE: 

ENGINEER: Chris Duncan ADDRESS: 416 S Utica Ave Tulsa, OK 74104

TELEPHONE: 918-606-2779 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.

7138 W. Indian Hills Road, Norman, OK 73072
SW¼ of the NE¼ of Section 05 Township 9 North, Range 3 West
Coordinates of Borrow Pit: 35.2861958, -97.5373751

DESCRIPTION OF WORK (Check all applicable boxes):

A. STRUCTURAL DEVELOPMENT

- ACTIVITY STRUCTURE TYPE
New Structure Residential (1-4 Family)
Addition Residential (More than 4 Family)
Alteration Non-Residential (Flood proofing? Yes)
Relocation Combined Use (Residential & Commercial)
Demolition Manufactured (Mobile) Home
Replacement In Manufactured Home Park? Yes

ESTIMATED COST OF PROJECT \$ N/A 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.

F5 will create a 2 acre borrow pit that will be finished as a pond for property owner, Willy DeLeon, and will use the removed material as borrow dirt for the Oklahoma Turnpike Authority project EWC-28803A just North of the property on W. Indian Hills Road.

**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: N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

- 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: N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

- 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: N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Not Applicable: N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Not Applicable: N/A  
 \_\_\_\_\_  
 \_\_\_\_\_

- 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: N/A  
 \_\_\_\_\_

- 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.:     C0170J    , Dated:   01/15/2021  

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     1144.5     Ft. NGVD (MSL)       Unavailable

See Section 4 for additional instructions.

SIGNED:     Jason Murphy     DATE:   3/24/2026

**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

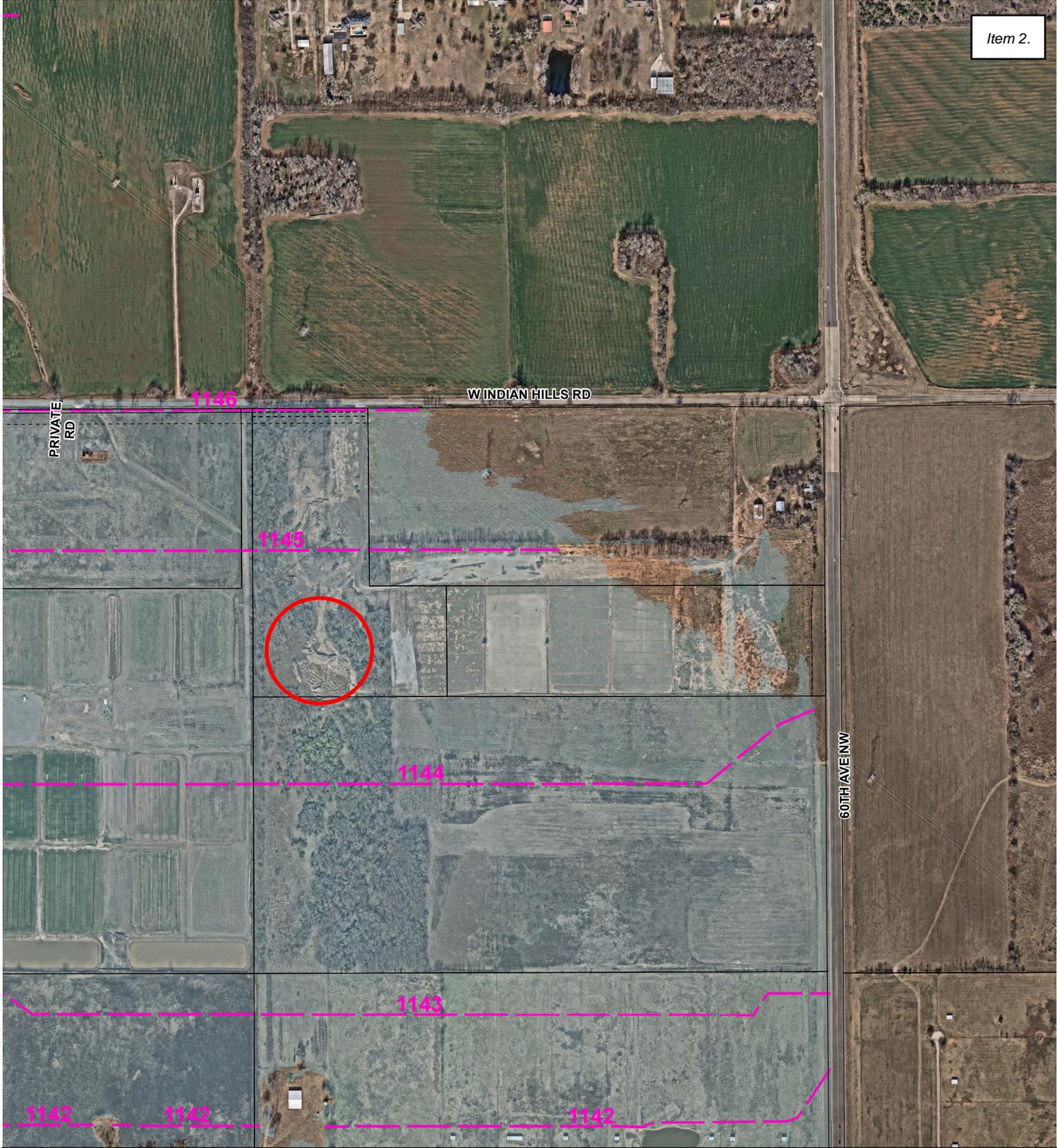
Conditions:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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.

Item 2.



7138 W. Indian Hills Rd.

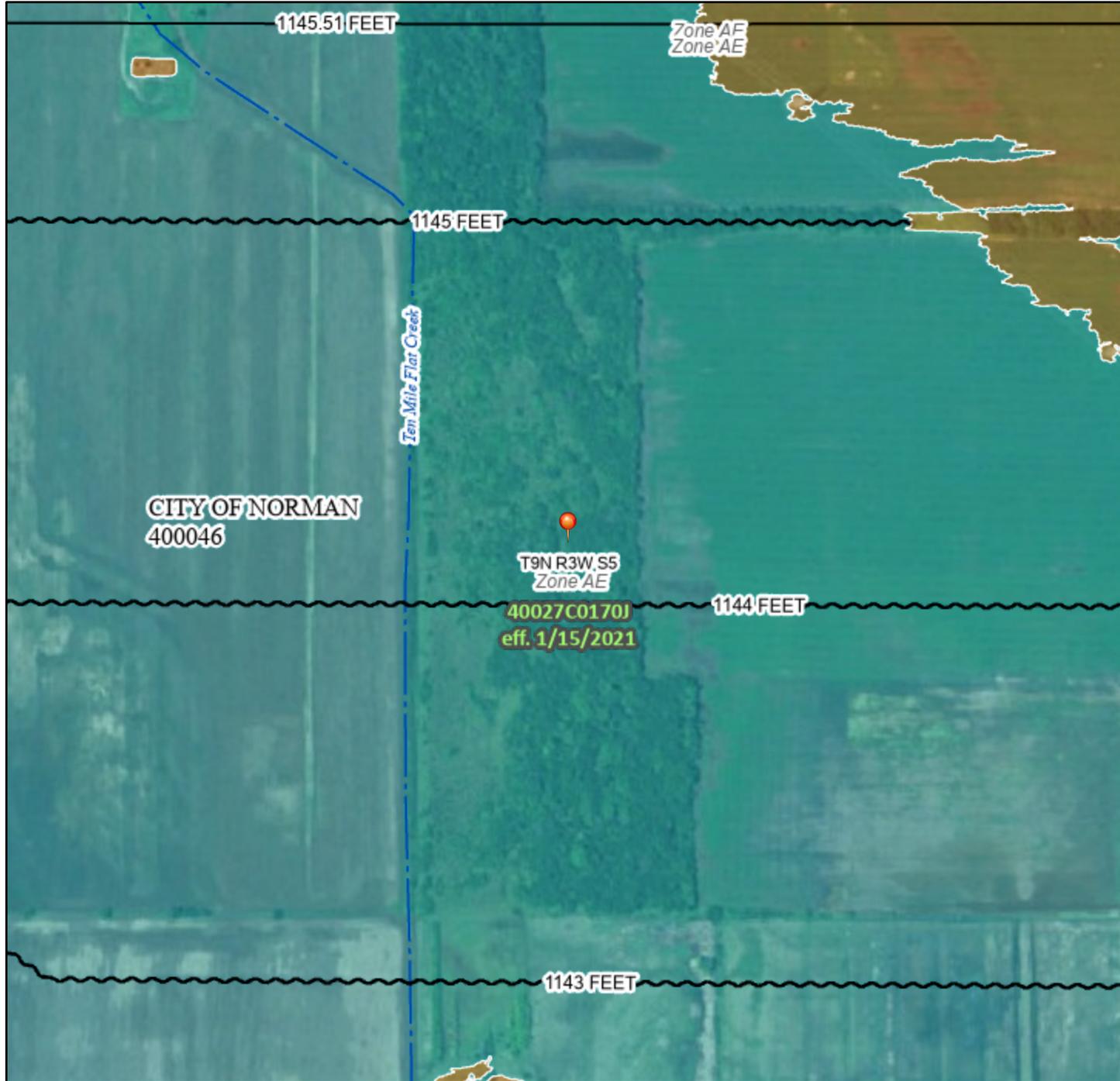
Legend

- Easement
- BFE 2021
- 1% Chance Floodplain
- Floodway
- Lot Line
- Parcel

# National Flood Hazard Layer FIRMette



97°32'32"W 35°17'26"N



1:6,000

97°31'55"W 35°16'57"N

Basemap Imagery Source: USGS National Map 2023

## Legend

Item 2.

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM UT

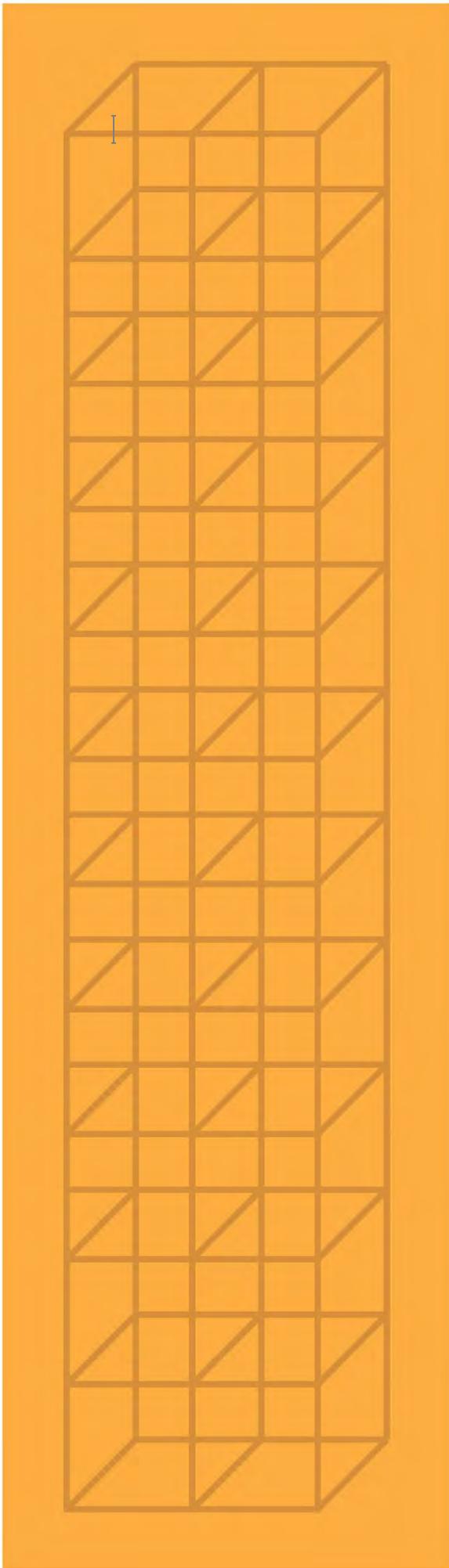
- |                             |  |   |
|-----------------------------|--|---|
| SPECIAL FLOOD HAZARD AREAS  |  | Without Base Flood Elevation (BFE)<br>Zone A, V, A99  |
|                             |  | With BFE or Depth Zone AE, AO, AH, VE, AR   |
|                             |  | Regulatory Floodway   |
| 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  |
|                             |  | Area with Reduced Flood Risk due to Levee. See Notes. Zone X  |
|                             |  | Area with Flood Risk due to Levee Zone D  |
| OTHER AREAS                 |  | NO SCREEN Area of Minimal Flood Hazard Zone X   |
|                             |  | Effective LOMRs   |
|                             |  | Area of Undetermined Flood Hazard Zone D  |
| GENERAL STRUCTURES          |  | Channel, Culvert, or Storm Sewer  |
|                             |  | Levee, Dike, or Floodwall   |
| OTHER FEATURES              |  | 20.2 Cross Sections with 1% Annual Chance   |
|                             |  | 17.5 Water Surface Elevation  |
|                             |  | Coastal Transect  |
|                             |  | Base Flood Elevation Line (BFE)   |
|                             |  | Limit of Study  |
|                             |  | Jurisdiction Boundary   |
|                             |  | Coastal Transect Baseline   |
|                             |  | Profile Baseline  |
|                             |  | Hydrographic Feature  |
| MAP PANELS                  |  | Digital Data Available  |
|                             |  | No Digital Data Available   |
|                             |  | Unmapped  |
- The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.



This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/24/2026 at 3:50 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifier, FIRM panel number, and FIRM effective date. Map information unmappped and unmodernized areas cannot be used for regulatory purposes.



# Norman Borrow Pit No Rise Analysis

March 2026

Prepared for:  
F5 Welding & Dozer Service



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APPENDICES

Appendix A	Proposed Schematic
Appendix B	Annotated FIRM
Appendix C	No Rise Certificate

## SECTION 1. EXECUTIVE SUMMARY

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This report provides the necessary information to determine that the proposed grading does not cause a rise in water surface elevations. The proposed grading is located south of Indian Hills Road and west of S Western Avenue and includes a construction road and excavation of a borrow pit on a portion of the property within the existing Zone AE floodplain.

The reason for the no-rise certification is that the proposed grading is within the Ten Mile Flat Creek floodplain. Ten Mile Flat Creek is mapped by the Federal Emergency Management Agency (FEMA) as a Zone AE at the project site.

In general, the proposed grading will be creating a borrow pit so that the excavated soil can be used on the nearby Oklahoma Turnpike Authority (OTA) roadway project. No fill will be utilized and no berming of soil will take place.

Affected FIRM panel: 40027C0170J

## SECTION 2. DELIVERABLES

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Narrative Report  
Project Location Map  
Annotated FIRM  
Signed Engineer Certification of No Rise

## SECTION 3. NO RISE DETERMINATION

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### 3.1 PROPOSED CONDITIONS

The proposed work will include a construction road from Indian Hills Road south to the proposed borrow pit. The borrow pit is approximately 1,700' south of Indian Hills Road. To construct the road, the topsoil will be scraped to create a compacted soil road. No gravel will be placed on the road. The borrow pit is approximately 2 acres and the intent is to dig it approximately 10-12' feet. This pit will eventually fill with water and be a pond for the landowner to utilize. Extra topsoil will be utilized to dress the side slopes of the pond. No stockpiles of topsoil will be left after construction.

Since this project has no or minimal change to the existing ground elevations, no modeling is necessary to determine a no rise. Since grades are not changing (above existing grade) there would be no changes in the model and therefore it would produce a no rise condition.

A schematic of the proposed work is included in Appendix A.

## **SECTION 4. RESULTS**

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A no-rise condition is achieved with the proposed work because there will be no elevated grade change in the project area. There will only be excavation.

An annotated FIRM is included in Appendix B. The No Rise Certificate is in Appendix C.

## Appendix A: Proposed Schematic



## F5 Welding & Dozer Service

5629 W Broadway St

Ardmore, OK 73401

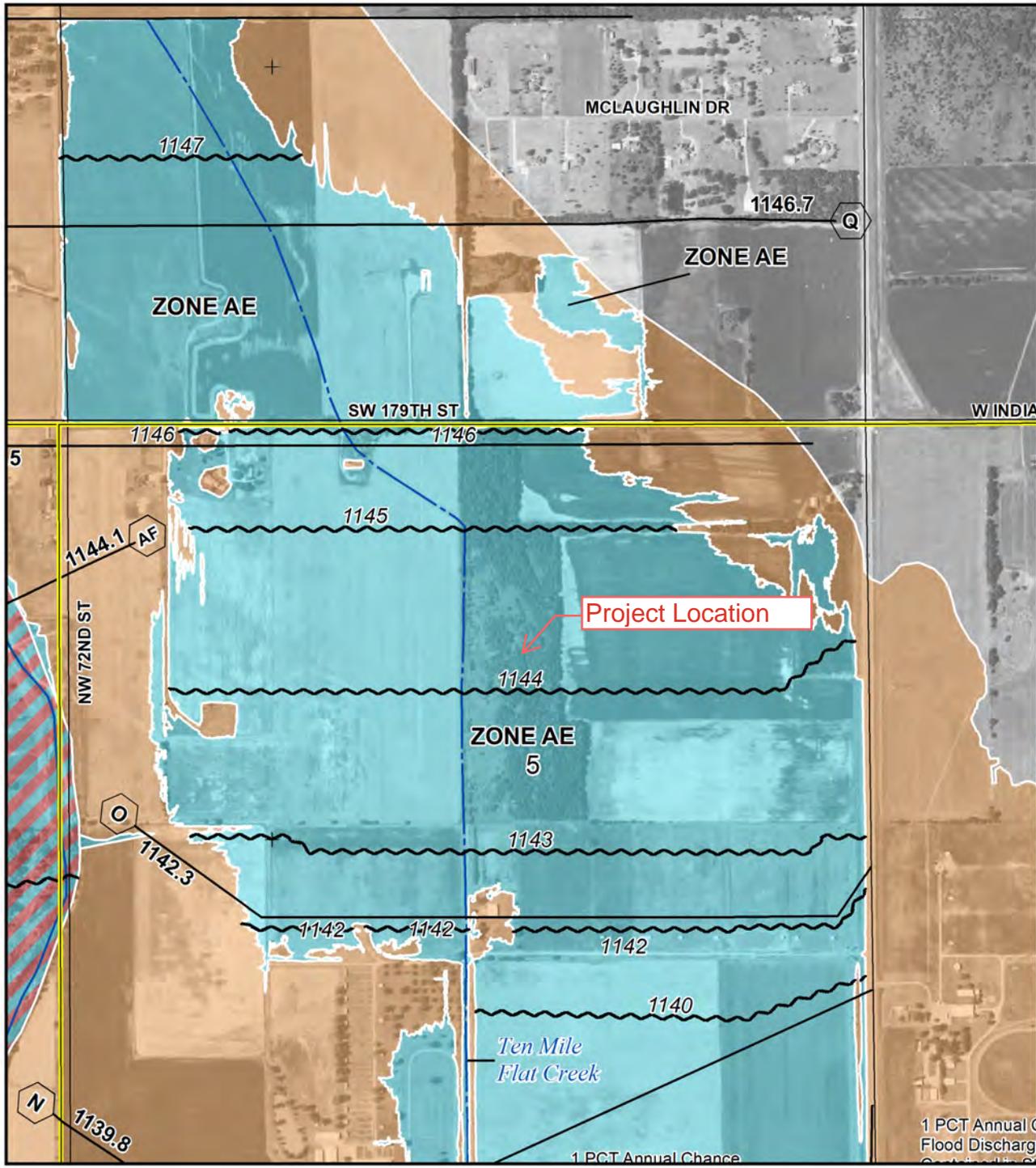
(580) 504-9015

www.f5-ok.com

Item 2.



## Appendix B: Annotated FIRMette



Map Projection:  
 State Plane Oklahoma South FIPS 3502 Feet; North  
 Western Hemisphere; Vertical Datum: NAVD 88

**1 inch = 1,000 feet**



**FEMA**  
 National Flood Insurance Program

**NATIONAL FLOOD INSURANCE PROGRAM**  
 FLOOD INSURANCE RATE MAP

**CLEVELAND COUNTY, OKLAHOMA**  
 and Incorporated Areas

PANEL 170 OF 475



Panel Contains:

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

VERSION NUMBER  
2.4.3.5

MAP NUMBER  
40027C0170J

MAP REVISED  
January 15, 2021

This is an official FIRMette showing a portion of the above-referenced flood map created from the MSC FIRMette Web tool. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For additional information about how to make sure the map is current, please see the Flood Hazard Mapping Updates Overview Fact Sheet available on the FEMA Flood Map Service Center home page at <https://msc.fema.gov>.

## Appendix C: No-Rise Certificate

### ENGINEERING CERTIFICATION OF NO-RISE

Client: F5 Welding & Dozer Service  
County: Cleveland  
State: OK

Engineer: Chris Duncan, PE, CFM  
Firm: WSB LLC  
Address: 426 S Utica Ave.  
Tulsa, OK 74104  
Phone: (918) 606-2779

#### Site Details:

Flooding Source: Ten Mile Flat Creek

Affected FIRM Panels:

- FIRM ID: 40027C, Panel 0170J, Effective Date: 01/15/2021

Type of Development: Earthwork/Grading

Description: Proposed borrow pit/pond.

General Location: 1700 feet south of Indian Hills Road and 2100 feet west of S Western Avenue

This is to certify that I am a qualified, licensed, professional engineer in the State of Oklahoma. This project is not increasing the existing grade and therefore will not have an adverse impact on the water surface elevations of Ten Mile Flat Creek.

Name: Chris Duncan, PE, CFM

Signature: 

Title: H&H Department Manager

Date: 03-04-2026

License No.: OK 21119



PERMIT NO. 740

DATE: 4/6/2026

## STAFF REPORT

ITEM: Floodplain Permit Application to create a pond at 3005 Golden Valley Road.

APPLICANT: Derek Harris

ENGINEER: Derek Harris, P.E.

## BACKGROUND

The proposed project consists of excavation of a pond and installation of an access culvert at 3005 Golden Valley Road, located north of W. Rock Creek Road between 48th Avenue and 60th Avenue within the Golden Valley Ranch Subdivision.

The applicant proposes to excavate a pond approximately 4.66 acres in size. The pond is designed with a normal water surface elevation of 1127.30 and a top of bank elevation of 1129.18, which is below the mapped 100-year flood elevation of 1129.24.

Access to the pond will be provided via installation access point off of Golden Valley road with an 18-inch elliptical culvert within the roadside ditch. The culvert is designed to match existing relief culverts along the roadway. This access point is being created outside of the regulatory floodplain.

The project primarily consists of excavation activities, with grading associated with pond construction and minor drainage improvements for site access.

The engineer's analysis indicates that the project will result in less than 0.05 feet of rise in the Base Flood Elevation (BFE), attributable to increased compensatory storage provided by the excavation.

## STAFF ANALYSIS

The project is located within a mapped floodplain (Zone AE). The proposed work includes both excavation (pond construction) and minor improvements within the floodplain (driveway culvert installation).

The excavation of the pond increases available floodplain storage, which offsets minor impacts associated with the culvert installation and grading activities. The submitted analysis demonstrates that any change in flood elevation will be less than 0.05 feet, which is within allowable limits for development within the floodplain (outside of the regulatory floodway).

The pond is designed such that the top of bank remains below the Base Flood Elevation, ensuring that the structure will not obstruct flood flows or displace floodwaters onto adjacent properties.

Based on the submitted plans, the project maintains floodplain conveyance and storage characteristics.

**APPLICABLE ORDINANCE SECTIONS (36-533)**

- (e)(2)(a) - Fill restrictions in the floodplain
- (e)(2)(e) - Compensatory storage
- (f)(3)(8) - No-rise considerations

**DETAILED ORDINANCE ANALYSIS**

**(e)(2)(a) and (e)(2)(e) - Fill Restrictions and Compensatory Storage**

No fill is proposed within the floodplain. The project consists of excavation of a 4.66 acre pond with the proposed berm being below the BFE. The access point and culvert are being installed outside of the regulatory floodplain.

**(f)(3)(8) – No-Rise Requirement**

The engineer has certified that the proposed development will result in less than 0.05 feet of rise in the Base Flood Elevation, which complies with City requirements for floodplain development outside of the regulatory floodway.

**RECOMMENDATION**

Staff recommends approval of floodplain permit application #740.

**ACTION TAKEN:**

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# City of Norman

## Floodplain Permit Application

Floodplain Permit No. 740

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

Date 4/6/2026

### 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.)**

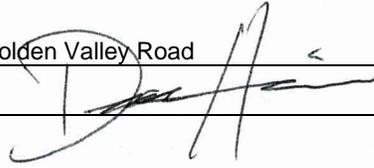
APPLICANT: Derek Harris ADDRESS: 3005 Golden Valley Road

TELEPHONE: 405-863-8984 SIGNATURE: 

BUILDER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

ENGINEER: Derek Harris ADDRESS: 3005 Golden Valley Road

TELEPHONE: 405-863-8984 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.

3005 Golden Valley Road, Norman, OK

Tract 4 of the Golden Valley Subdivision

North of W. Rock Creek Road between 48th and 60th.

DESCRIPTION OF WORK (Check all applicable boxes):

A. STRUCTURAL DEVELOPMENT

ACTIVITY

STRUCTURE TYPE

- New Structure       Residential (1-4 Family)
- Addition             Residential (More than 4 Family)
- Alteration            Non-Residential (Flood proofing?  Yes)
- Relocation            Combined Use (Residential & Commercial)
- Demolition            Manufactured (Mobile) Home
- Replacement         In Manufactured Home Park?  Yes

ESTIMATED COST OF PROJECT \$ 0 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.

Excavation of a 4.66 acre pond

**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.: C0170J, Dated: 1/15/2021

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 1129.24 Ft. NGVD (MSL)       Unavailable

See Section 4 for additional instructions.

SIGNED: Jason Murphy      DATE: 4/6/2026

**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:  Yes  No  
Hearing date: \_\_\_\_\_

Board of Adjustment Decision - Approved:  Yes  No

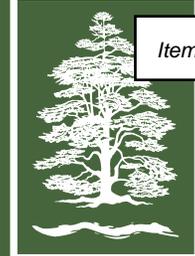
Conditions:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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.





CEDAR  
CREEK

## Floodplain Permit Application For 3005 Golden Valley Road

March 12, 2026

Revised March 16, 2026

Proposed Construction of a pond at 3005 Golden Valley Road  
Norman, OK

### PROJECT DESCRIPTION

3005 Golden Valley Road is tract 4 of the Golden Valley Ranch Subdivision located N. of W. Rock Creek Road between 48<sup>th</sup> Street and 60<sup>th</sup> Street.

The installation of an elliptical 18" culvert is proposed in the Golden Valley Road bar ditch to provide access from Golden Valley Road to the proposed pond site. This culvert matches the size of the relief culverts that are placed strategically under Golden Valley Road. Refer to civil design plans for exact location.

The owner wishes to excavate a pond of approximately 4.66 acres. The pond will have a BWSE of 1127.30 which will be the same elevation of the emergency spillway. The top of bank on the proposed pond will be 1129.18 which is 0.06' lower than the 100 year flood elevation OF 1129.24.

There will be less than 0.05' rise in BFE due to the proposed compensatory storage increase.

Attachments:

- Certificate of Survey for Golden Valley Ranch Subdivision
- Construction Documents for driveway

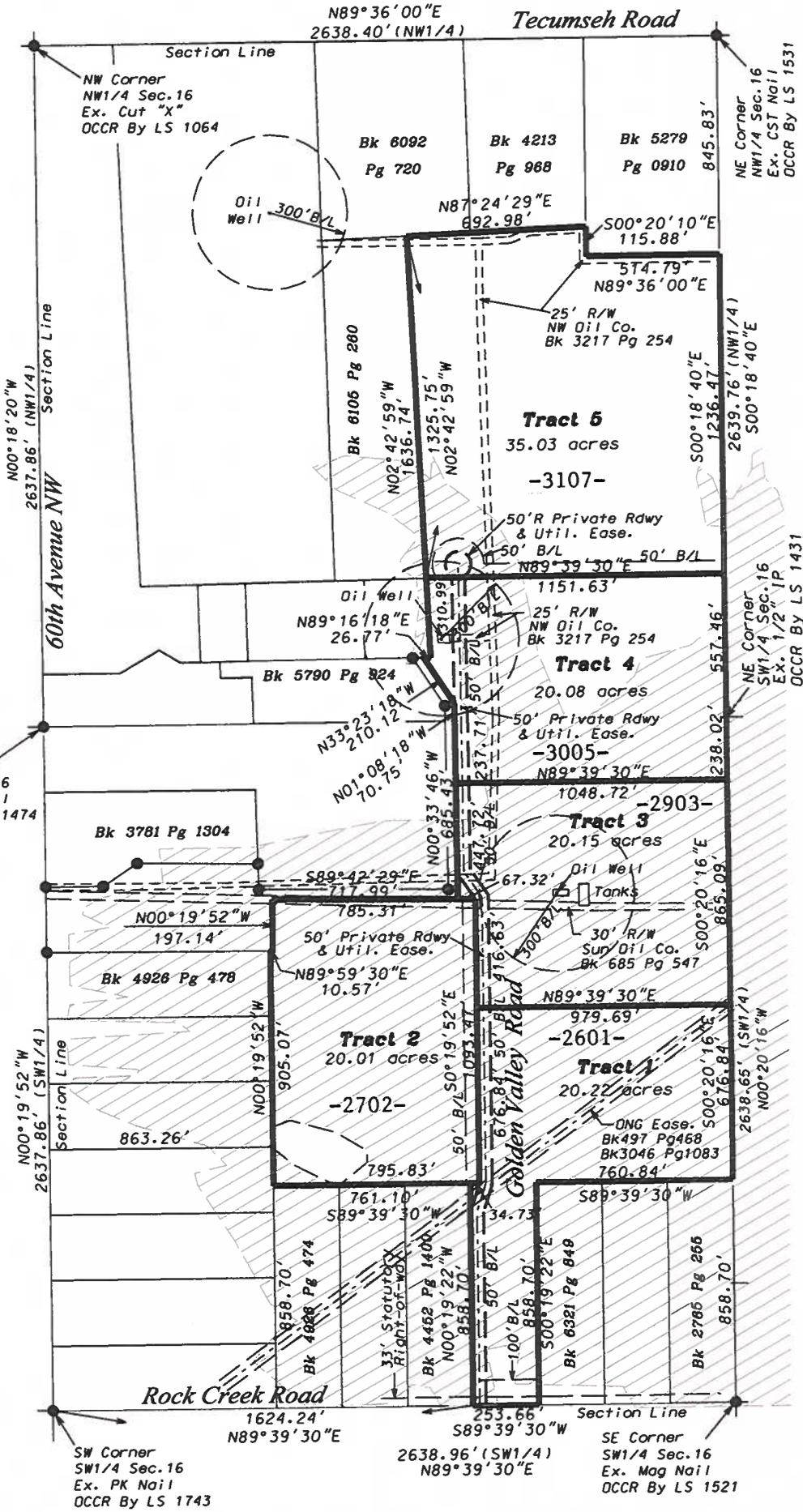
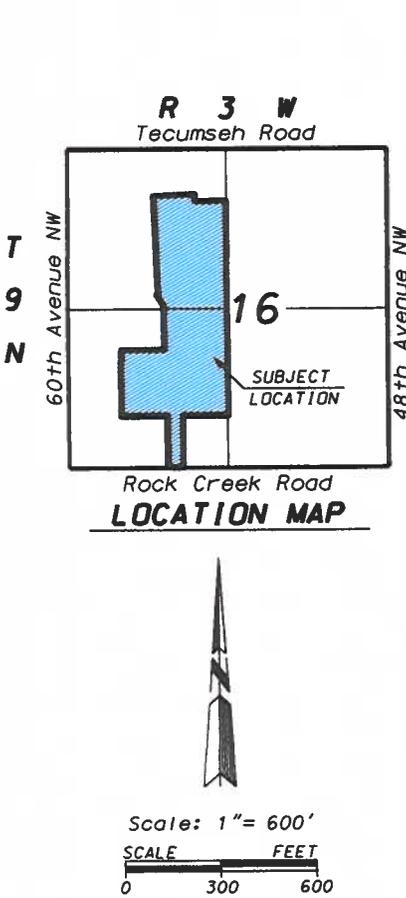
Derek Harris, PE



**GOLDEN VALLEY RANCH**  
 A NORMAN RURAL CERTIFICATE  
 OF SURVEY SUBDIVISION  
 PART OF W1/2 OF SECTION 16, T9N, R3W, I.M.  
 NORMAN, CLEVELAND COUNTY, OKLAHOMA  
 COS - 2223 -6

Doc # R2023-26158 BT: RB B: 6591 P: 315 SU  
 09/22/2023 10:19:36 AM Pages: 10

Cleveland County Clerk, OK - Tammy Belinson  
 Fee: \$ 36.00



- (-x-x-) - Indicates Existing Fence Line
- (●) - Indicates Existing 1/2" Iron Pin Or Monument As Noted Hereon.
- (○) - Indicates Set 1/2" Iron Pin With Plastic Cap Marked "Pollard PLS 1474"
- (OCCR) - Indicates Okla. Certified Corner Record on File With The Okla. Department of Libraries, Archives Division.

FEMA FIRM Flood Zone Map Panel No. 40027C0170J & No. 40027C0260J Dated 01/15/2021

Special Note: Developer, Civil Engineer, nor the City of Norman can guarantee the emergency vehicles will have adequate access to lots utilizing Golden Valley Road during the FEMA 100-year flood event due to standing water above Golden Valley Road.

NOTE: Bearings shown are based on a Deed Bearing of N89°39'30"E between existing monuments on the South line of the SW1/4 of Section 16, T9N, R3W, I.M., Norman, Cleveland County, Oklahoma.

<b>POLLARD &amp; WHITED SURVEYING, INC.</b>		Golden Valley Ranch COS	
		Certificate of Survey	
2514 Tee Drive		Norman, OK 73069	
CA 2380 exp.6-30-23		16-9n3w.dgn	
405-366-0001 Off.		March 9, 2023	
timepwsurveying.com		Drawn By: T. Pollard	
		Sheet 1 of 35	

# 3005 GOLDEN VALLEY ROAD

TRACT 4 OF THE GOLDEN VALLEY RANCH RURAL SUBDIVISION  
20.08 ACRES



LOCATION MAP:



NOT TO SCALE

PROJECT:

## 3005 GOLDEN VALLEY ROAD

NORMAN, OK

PROJECT NUMBER: XXXXX  
DRAWING DATE: 03.12.26  
ISSUE DATE: 03.12.26

SEAL:



SUBMITTAL:

### CONSTRUCTION DRAWINGS

REVISIONS:

MARK	DATE	DESCRIPTION
△	03.16.26	REVISION 01

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:

## SITE GRADING PLAN

SHEET:

# C1.00

