



office memorandum

Date: April 21, 2020
To: Brenda Hall, City Clerk
From: Nathan Madenwald, P.E., Capital Projects Engineer
Subject: Consent to Encroach 1920-5
(3701 Hidden Hill Road – Block 1, Lot 11, Brookhaven No. 25 Addition)

Existing platted utility easements are located along the west and north property lines for the subject property. Along the north side of the property, a platted 10-foot easement exists and will not be encroached upon. An 8-inch sewer main is located within this easement with flow generally coming from the north and then flowing east toward Guilford Court and then further east. Additionally, the services for both 3701 Hidden Hill Road and 1904 Guilford Court are located on this sewer main within the side lot. Along the west side (rear) of the property, a platted 22-foot easement is in place and abuts an existing pipeline easement. The applicant proposes to encroach into said utility easement along on west side to install an addition to the house.

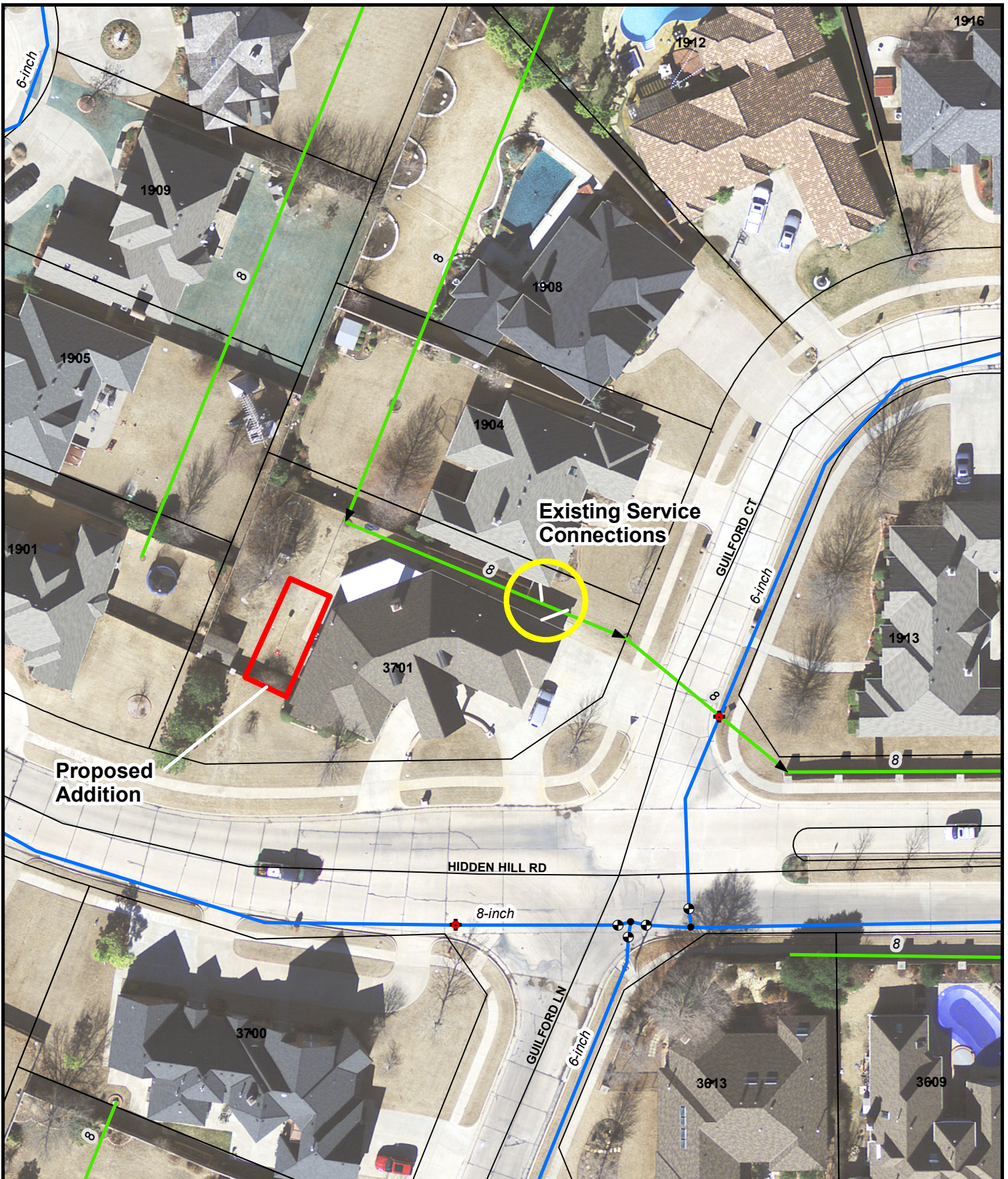
The Utilities Authority objects to all encroachments on utility easements. However, if the applicant agrees to the following requirements with consent document filed of record on the property for the duration that the private improvements and the encroachment are in place, NUA staff will not oppose a recommendation for approval:

1. The property owner will be responsible for the cost to repair any damages to the City's utilities caused by any excavation, piercing or other construction activities conducted by the property owner or his agents.
2. The property owner will be responsible for the cost the City incurs to remove any fence, curb, landscaping, retaining wall, and/or any other structure if needed to maintain or repair NUA facilities.
3. The property owner will be responsible for the cost to repair or replace any fence, curb, retaining wall, landscaping or any other structure after such repairs.
4. The property owner will waive and release any claims against the City for any damages to the residence and related improvements caused by failure or repair and maintenance of the City's utilities within the easement area.


Please advise if questions arise.

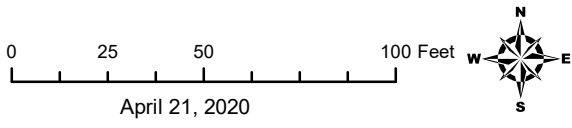
Attachments Water and Sanitary Sewer Map – 3701 Hidden Hill Road
 Sanitary Sewer As-Built – Dated September 22, 2020
 Water As-Built – Dated September 22, 2020
 Brookhave No. 25 Addition Plat – Sheet 2 – Recorded October 7, 1992
 Request for Consent to Encroachment Memo – Dated April 15, 2020

cc: Kathryn Walker
 Sarah Encinias
 Ken Danner
 Ken Komiske
 Mark Daniels
 Utilities Folder



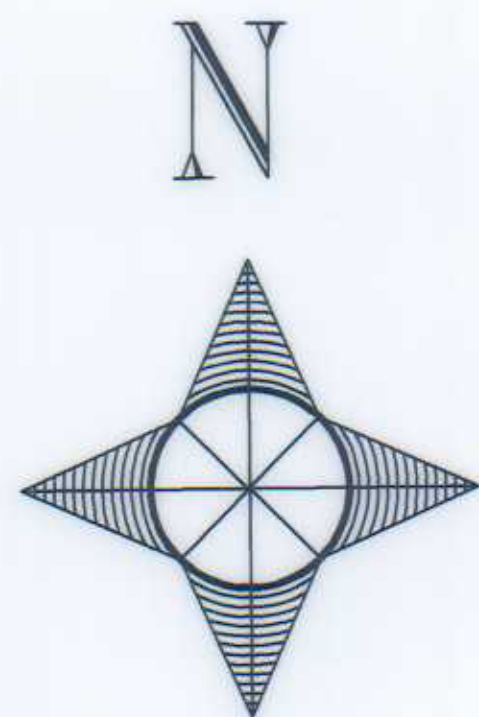
Consent to Encroach - 1920-5 - 3701 Hidden Hill Road


 Map Produced by the City of Norman Geographic Information System.
 The City of Norman assumes no responsibility for errors or omissions in the information presented.

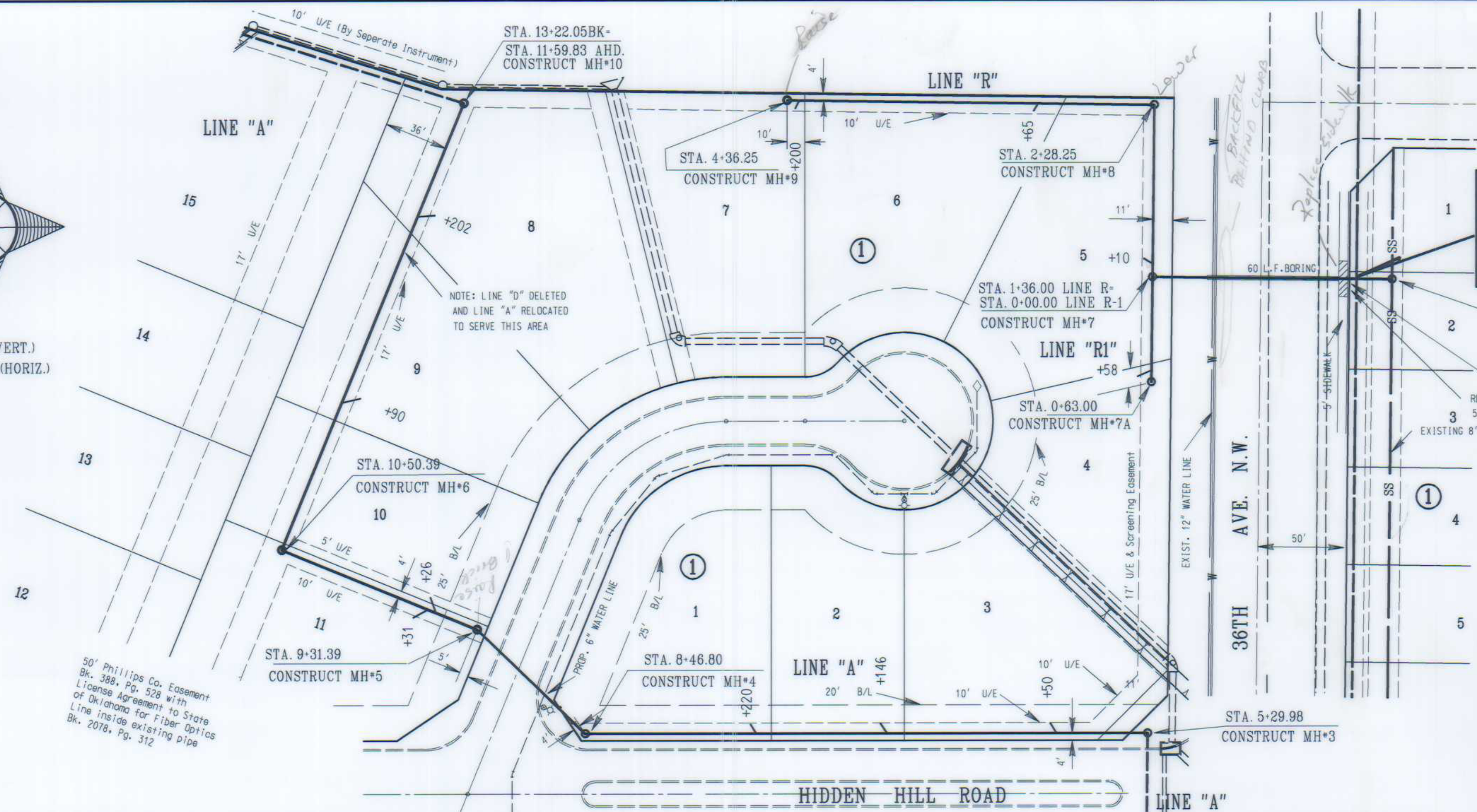


-  WHydrants
-  WMains
-  Lift Station
-  Force Main
-  Gravity Sewer Main

April 21, 2020

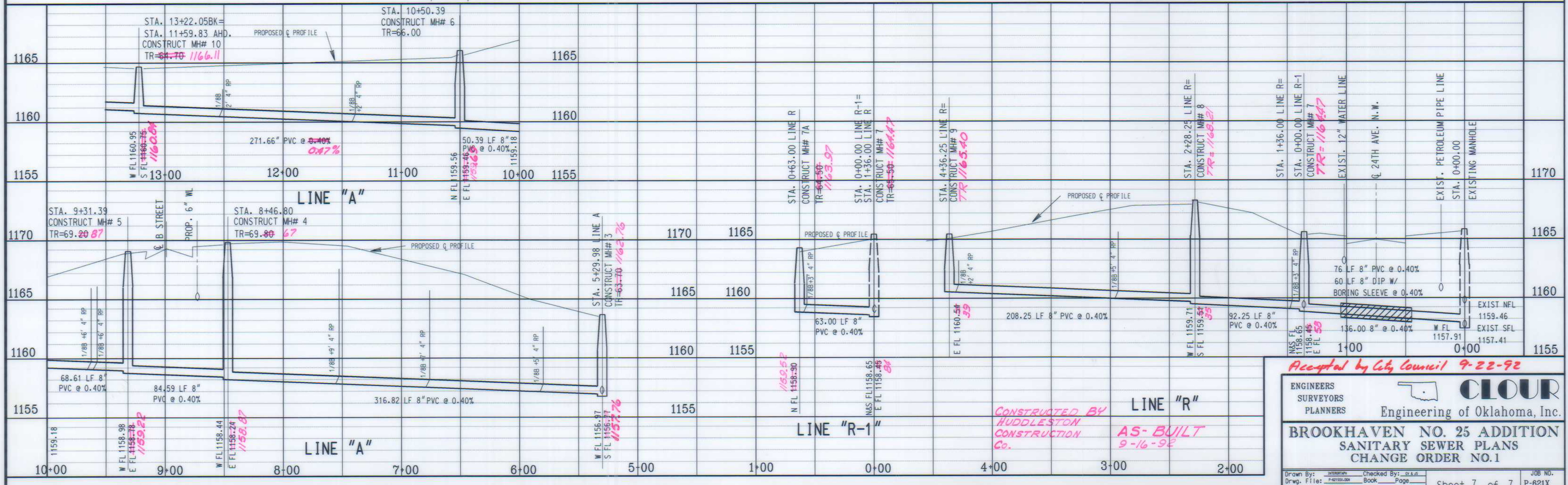


Scale: 1"=4'(VERT.)
Scale: 1"=40'(HORIZ.)



WARNING!
PETROLEUM PIPE LINE CROSSING
NOTIFY OWNER PRIOR
TO ANY WORK IN THIS AREA.

SANITARY SEWER QUANTITIES			
ITEM NO.	DESCRIPTION	UNIT	QUANTITY
1	8" P.V.C. SD 35 SEWER PIPE	L.F.	1231.35 139.3
2	8" DUCTILE IRON SEWER PIPE	L.F.	60.00
3	MANHOLE COMPLETE TO 6'-0"	EA.	9 10
4	ADDITIONAL MANHOLE WALL	V.F.	13.8 20.06
5	4" on 8" WYE	EA.	11
6	4" x 1/2 BEND	EA.	11
7	TRENCH EXCAVATION 0' TO 6' DEEP	L.F.	365.93 320
8	TRENCH EXCAVATION 6' TO 10' DEEP	L.F.	594.00 721.3
10	TRENCH EXCAVATION 10' TO 15' DEEP	L.F.	271.39 350
11	ROCK CRADLE	TON.	68.4
12	BORING SLEEVE	L.F.	60.00



Accepted by City Council 9-22-92

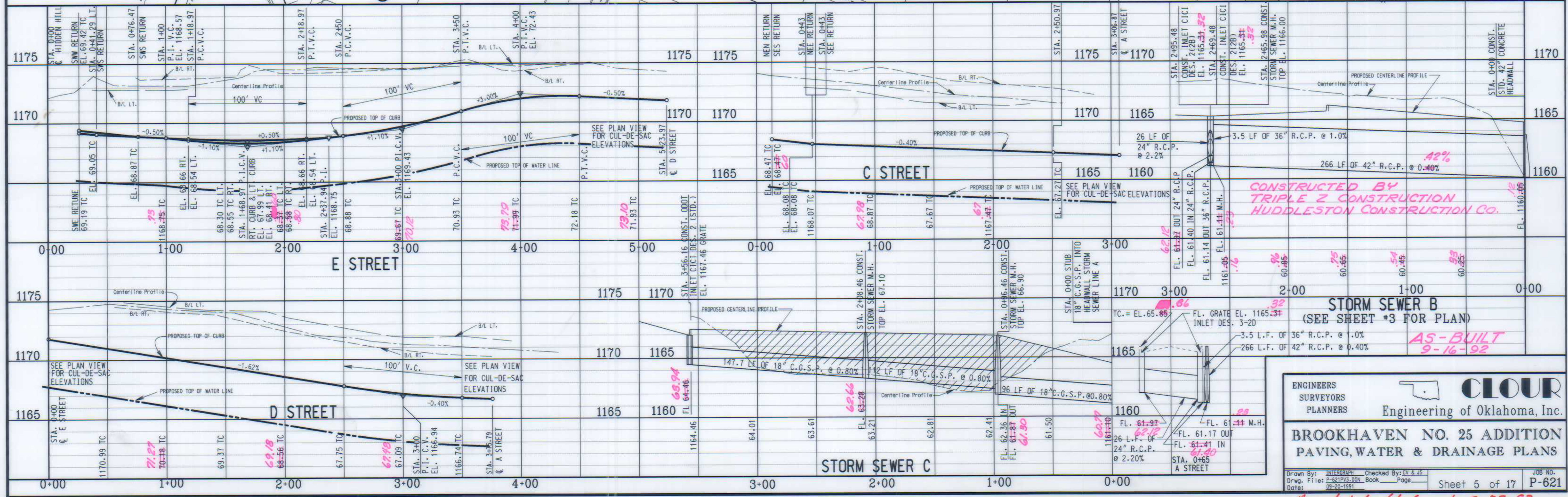
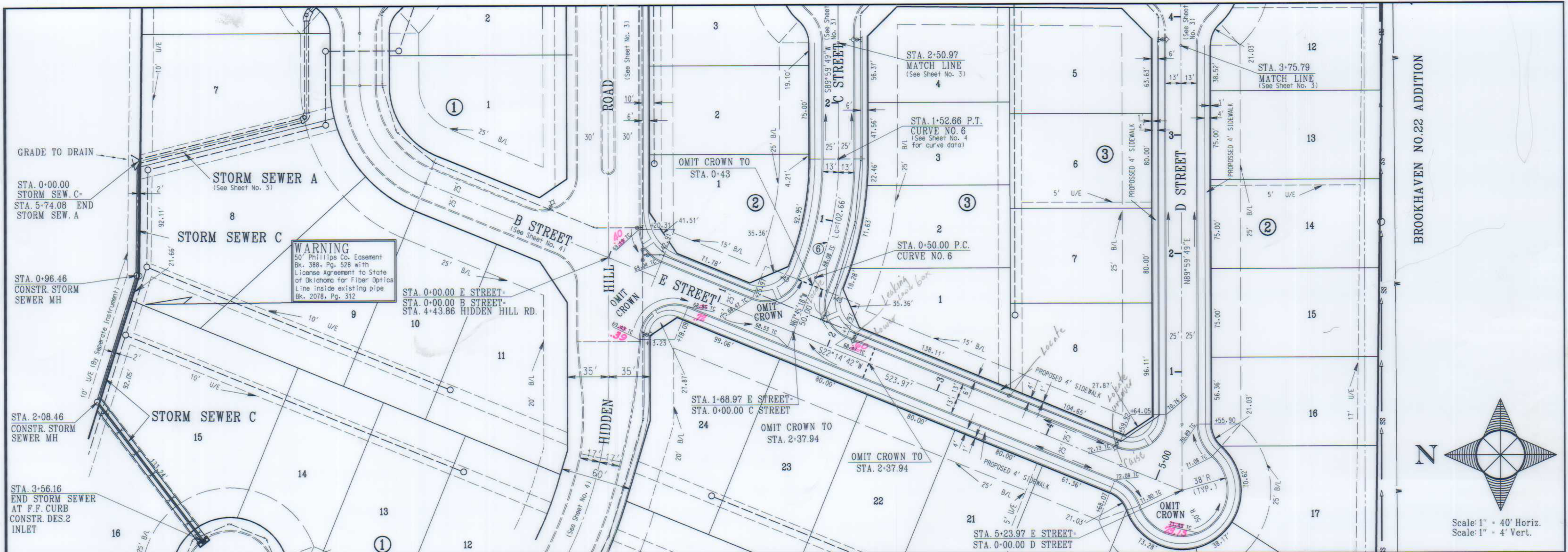
ENGINEERS
SURVEYORS
PLANNERS

CLOUR
Engineering of Oklahoma, Inc.

**BROOKHAVEN NO. 25 ADDITION
SANITARY SEWER PLANS
CHANGED ORDER NO.1**

Drawn By: _____ Checked By: _____
Date: _____ Book: _____ Page: _____

Sheet 7 of 7 P-621X



ENGINEERS SURVEYORS PLANNERS

CLOUR
Engineering of Oklahoma, Inc.

BROOKHAVEN NO. 25 ADDITION
PAVING, WATER & DRAINAGE PLANS

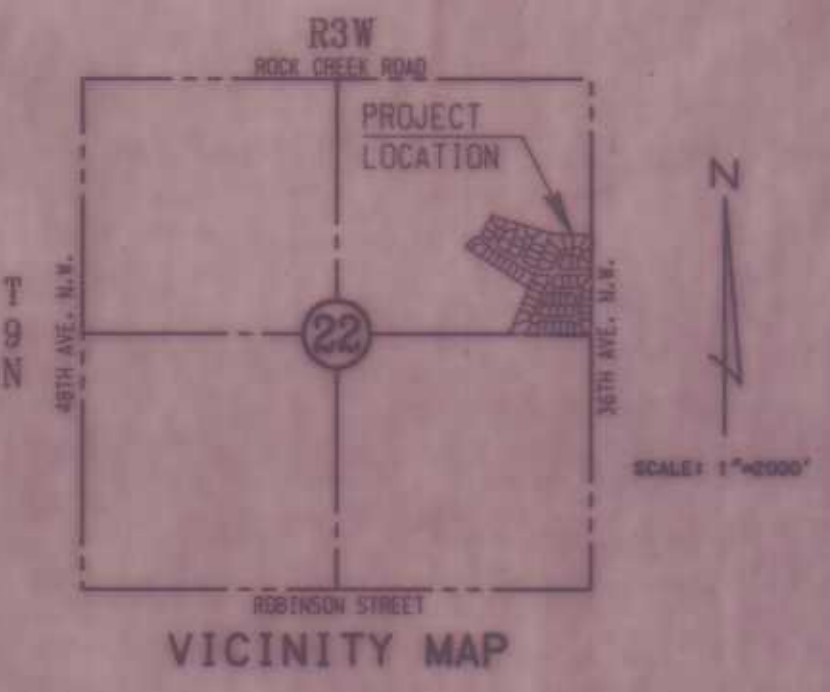
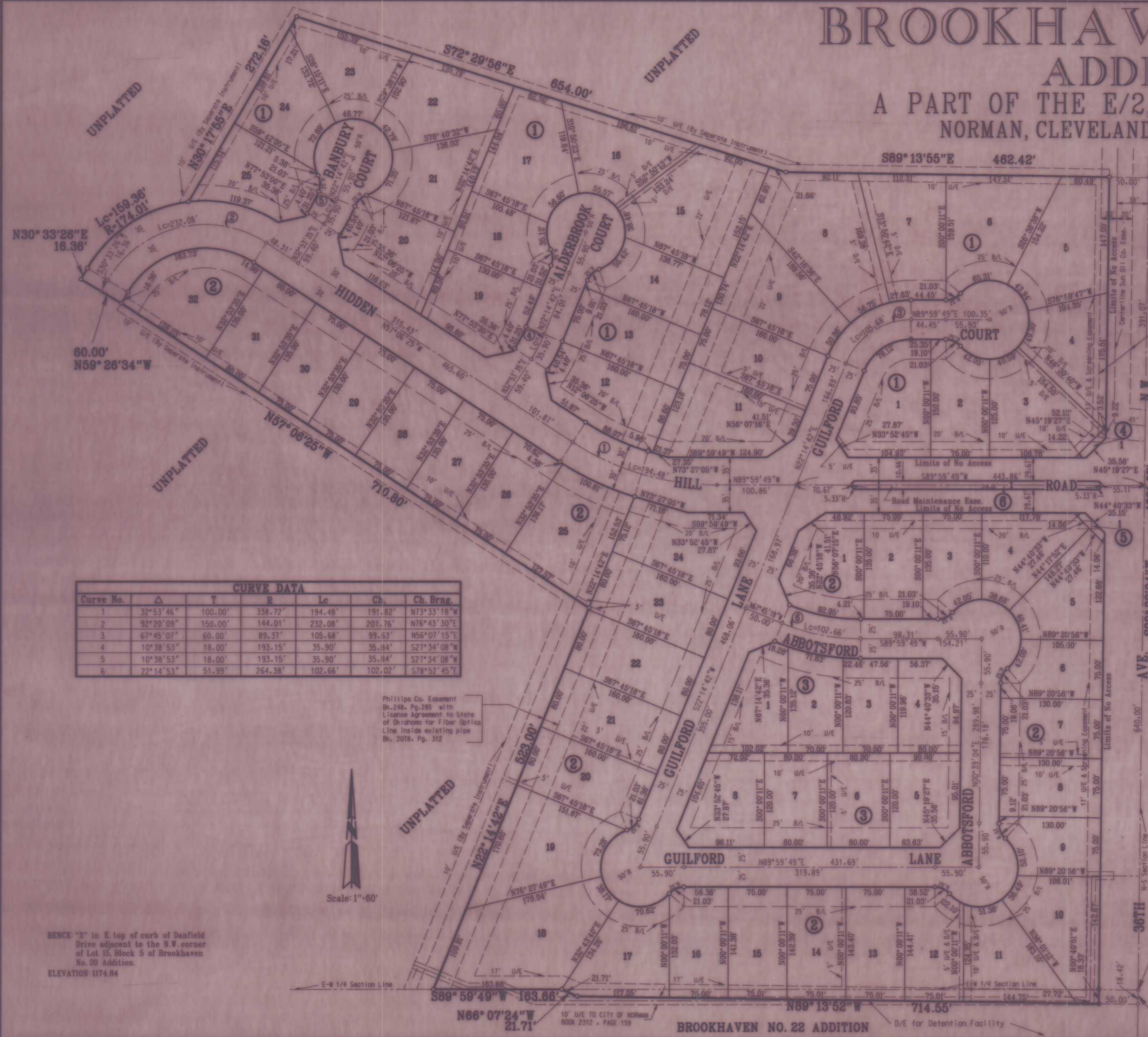
Drawn By: INTERRIGHT Checked By: DLB/AS
Orig. Filed: 2-21-93, Book: _____, Page: _____
Date: 09-20-1991

Sheet 5 of 17 P-621

Accepted by City Council 9-22-92

BROOKHAVEN NO. 25 ADDITION

A PART OF THE E/2, SEC. 22, T9N-R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA



NOTE:
LOT 1, BLOCK 4, LOT 1 BLOCK 5 AND LOT 1, BLOCK 6 ARE OPEN SPACE LOTS AND ARE TO BE MAINTAINED BY THE HOME OWNERS ASSOCIATION.

Curve No.	Δ	T	R	Le	Ch.	Ch. Brng.
1	32°53'46"	100.00'	338.72'	194.46'	191.82'	N73°33'18"W
2	92°20'09"	150.00'	144.01'	232.08'	207.76'	N76°43'30"E
3	67°45'07"	60.00'	89.37'	105.68'	99.63'	N56°07'15"E
4	10°38'53"	18.00'	193.15'	35.90'	35.14'	S27°34'08"W
5	10°38'53"	18.00'	193.15'	35.90'	35.14'	S27°34'08"W
6	22°14'53"	51.99'	264.38'	102.66'	102.02'	S78°52'45"E

LEGAL DESCRIPTION:

A tract of land located in the East Half (E/2) of Section Twenty Two (22), Township Nine (9) North, Range Three (3) West, of the Indian Meridian, Norman, Cleveland County, Oklahoma, described as follows:

Beginning at the Southeast Corner of the Northeast Quarter (NE 1/4) of said Section 22;

Thence S00°40'51"W on the East Line of said E/2 for a distance of 18.42 feet to a point being the Northeast Corner of BROOKHAVEN NO. 22 ADDITION to Norman, Oklahoma;

Thence N89°13'52"W on the North Line of said addition for a distance of 714.55 feet;

Thence N66°07'24"W on the North Line of said addition for a distance of 21.71 feet to a point on the South Line of the Northeast Quarter (NE 1/4);

Thence S89°59'49"W on the North Line of said addition for a distance of 163.66 feet;

Thence N22°14'42"E for a distance of 523.00 feet;

Thence N57°06'25"W for a distance of 710.80 feet;

Thence N59°26'34"W for a distance of 60.00 feet;

Thence N30°33'26"E for a distance of 16.36 feet;

Thence Northeasterly on a curve to the right, having a radius of 174.01 feet, a chord bearing of N56°47'39"E, for a curve distance of 159.36 feet;

Thence N30°17'55"E for a distance of 272.16 feet;

Thence S72°29'56"E for a distance of 654.00 feet;

Thence S89°13'55"E for a distance of 462.42 feet to a point on the East Line of said E/2;

Thence S00°39'04"W on said East Line for a distance of 1031.07 feet to the point of beginning, containing 24.66 acres more or less.

BENCH "X" in E. top of curb of Danfield Drive adjacent to the N.W. corner of Lot 15, Block 5 of Brookhaven No. 20 Addition.
ELEVATION: 1174.84



30433
STATE OF OKLAHOMA
COUNTY OF CLEVELAND
FILED FOR RECORD
OCT 27 1992 9:41 AM
FILED IN 116 Page 79 of 80
By *[Signature]* Deputy

CLOUR
Engineering of Oklahoma, Inc.

BROOKHAVEN NO. 25 ADDITION
A PART OF THE E/2, SEC. 22, T9N-R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

Engineers
Surveyors
Planners

Drawn By: *[Signature]* Checked By: *[Signature]*
Date: 07-18-1991

Sheet 2 of 2 P-621



DATE: April 15, 2020

TO: Kathryn Walker, City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Director of Planning and Community Development

FROM: Brenda Hall, City Clerk

SUBJECT: Request for Consent to Encroachment No. 1920-5

I am in receipt of an encroachment request for permission to encroach on a utility easement located in Lot 11, Block 1, Brookhaven No. 25 Addition, a/k/a 3701 Hidden Hill Road, for the construction of an addition to the existing residence. Letters of consent from Oklahoma Natural Gas (ONG); Oklahoma Gas and Electric Company (OG&E); Cox Communication; Southwestern Bell Telephone Company/AT&T; Oklahoma Electric Cooperative (OEC); and Century Link are attached. The application fee has been paid. After the information has been received from the Planning Department, Public Works Department, and Utilities Department and a determination has been made on whether to recommend approval or denial, please forward your recommendation and Consent to Encroachment Form, if needed, to my office in order that it may be scheduled as an agenda item.

This item will be scheduled as an agenda item on May 26, 2020, and the information must be received in my office by May 18, 2020. If there is a problem in meeting that timeframe, please advise.

smr
attachments

office memorandum



April 14, 2020

VIA EMAIL AND U.S. MAIL

Mrs. Brenda Hall
City Clerk, City of Norman
201 West Gray Street
Norman, Oklahoma 73069

Re: Easement Encroachment Request

Dear Mrs. Hall,

This letter will serve as notice to the City of Norman that my firm has been retained by Mr. Carl Hendrix, ("Petitioner"), regarding his request for approval to construct an addition onto his home. Therefore, on Mr. Hendrix's behalf, I hereby respectfully request that the City of Norman, Oklahoma, by an Ordinance of the City Council, take action to permit Petitioner to encroach into the rear utility easement affecting the western line of Petitioner's residential property, such property being identified in Exhibit "A" attached hereto, which contains the plat map of Petitioner's neighborhood. In support of this request, Petitioner states and affirms the following:

Mr. Hendrix is the record owner of, and resides at, the property identified within Exhibit "A."

Mr. Hendrix has engaged Steve Mohr of Mohr Construction, LLC¹ to add onto his home pursuant to the site plan attached hereto as Exhibit "B". More particularly, Mr. Hendrix plans to add onto the west side of the rear of his home. The proposed addition will extend a distance of twenty feet (20') from the into the west side of Petitioner's backyard and will encroach into an existing twenty-two foot (22') easement.

The following utilities have been located on Mr. Hendrix's property:

- Oklahoma Natural Gas
- OG&E
- Cox Communications
- Southwestern Bell Telephone Co./AT&T Oklahoma
- Oklahoma Electric Cooperative
- Century Link

**FILED IN THE OFFICE
OF THE CITY CLERK
ON 4/15/20**

¹ Mohr Construction, LLC 3221 Bart Conner Drive, Suite E, Norman, OK 73072; Telephone: 405-760-9989



Beginning in 2018, all of the above-stated utilities have been notified of the planned addition. Attached as Exhibit "C" are letters expressing consent and/or no objection from the same, with some showing approvals on more than one date.

The required filing fee of Four-Hundred-Dollars (\$400.00) is attached hereto.

Wherefore, Petitioner, by and through counsel, respectfully requests an Ordinance of the City of Norman, Oklahoma to formally authorize Petitioner to encroach into the rear utility easement affecting the western line of Petitioner's above-described residential property for purposes of construction an addition onto his home, reserving only those rights necessary to preserve the rights of the franchise holders, if any, and public utilities already installed within the subject easement area.

Please advise if you have any questions or if additional information is required for my client to receive approval to proceed with the planned addition to his home. Thank you for your time and assistance in this matter.

Respectfully Submitted,

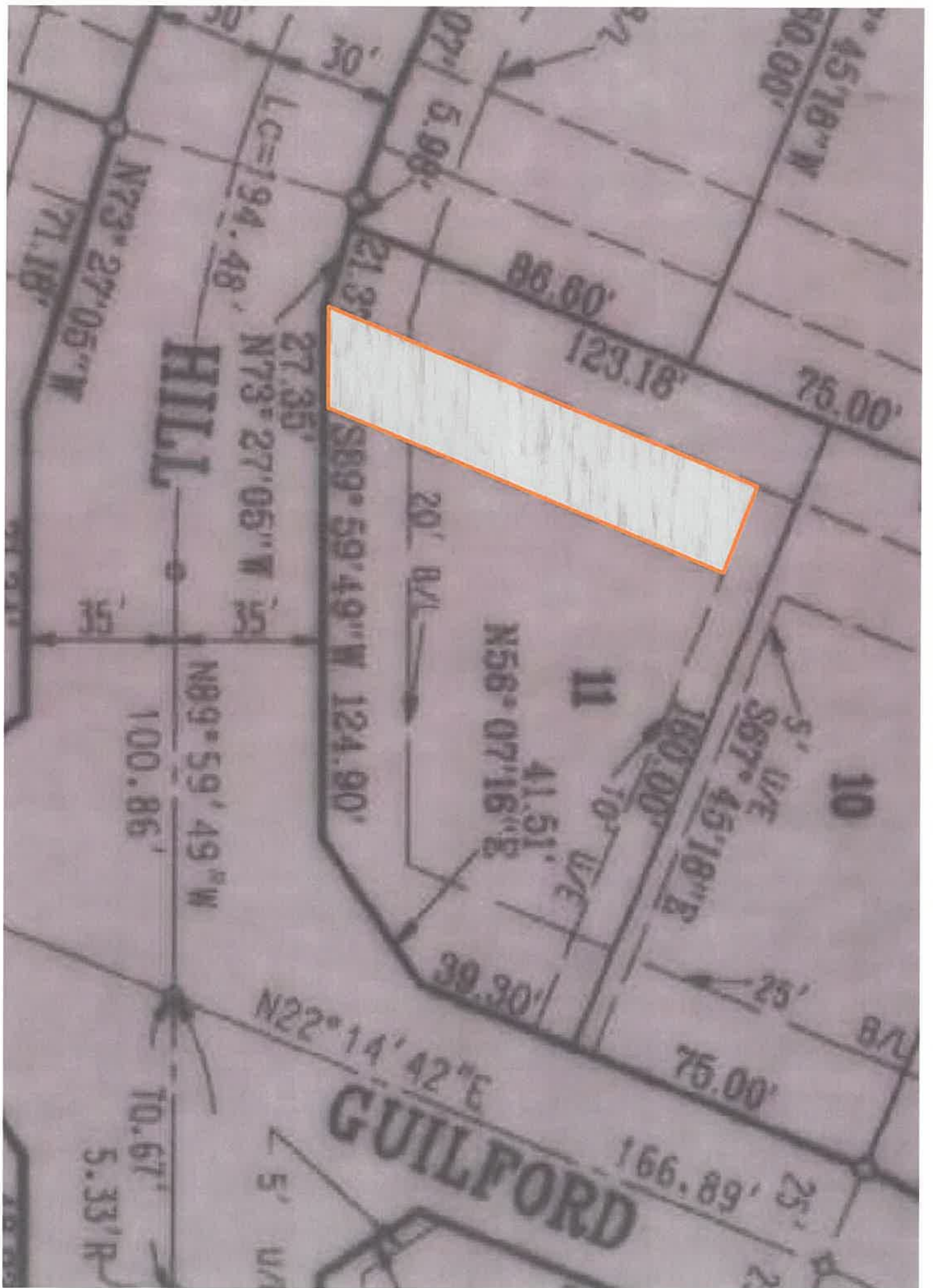
Christopher C. Lind, OBA #31402
NICHOLS | DIXON, PLLC
104 East Main Street
Norman, Oklahoma 73069
Telephone (405) 579-3739
Fax (405) 701-5275
christopher@nicholsdixon.com
ATTORNEYS FOR PETITIONER

PROPERTY OF PETITIONER

3701 Hidden Hill Road, Norman, Oklahoma 73072-3072, legally described as:

Lot Eleven (11), Block One (1) of BROOKHAVEN No. 25 ADDITION to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.







MOHR

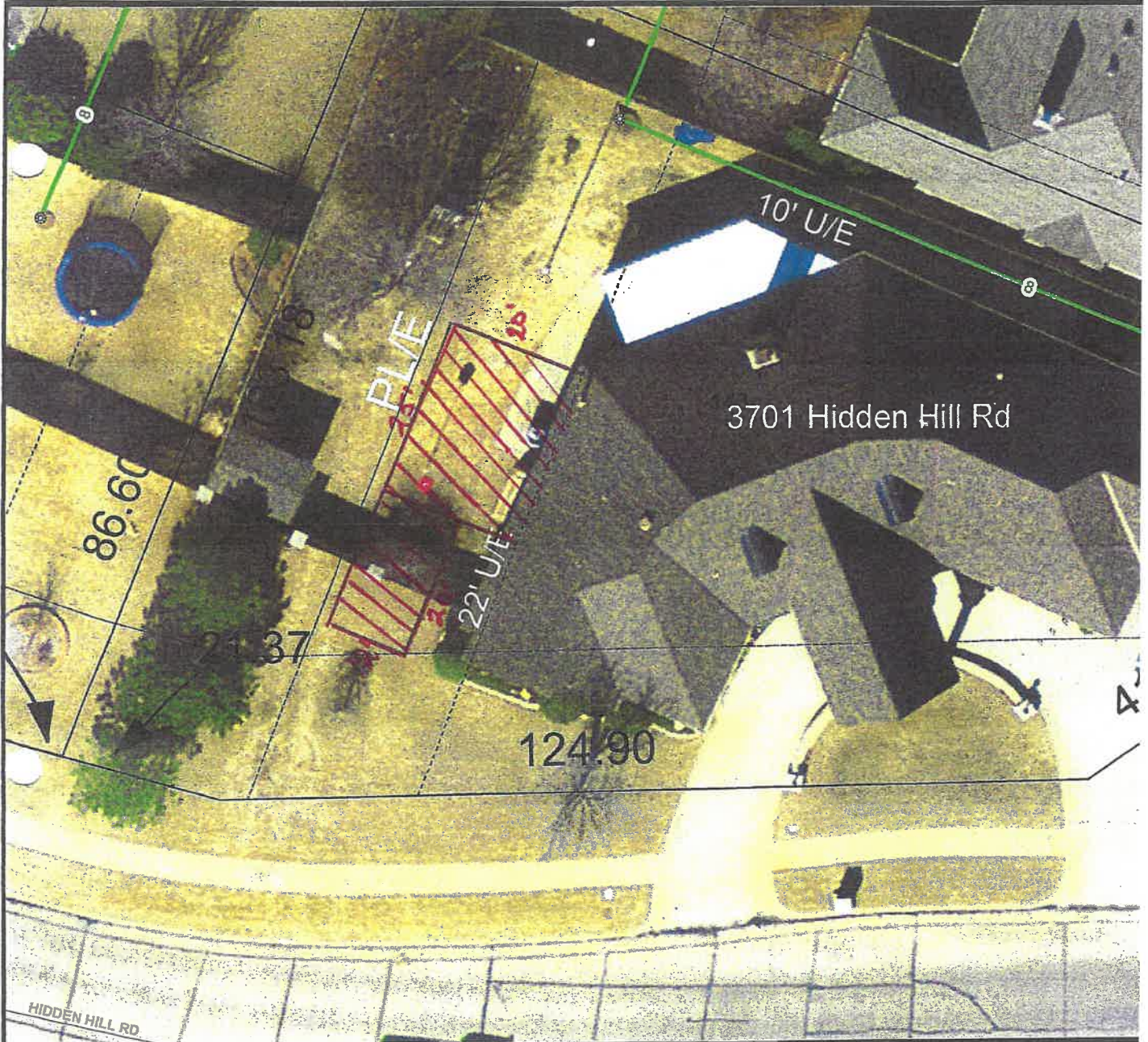
Construction LLC

3221 Bart Conner Dr. Ste E
Norman, OK 73072
Tel: (405) 364-3605

Steve Mohr

Cell: (405) 760-9989
stevelmohr@outlook.com
mohrconstructionllc.com

20' X 25'
12' X 20'



3701 Hidden Hill Rd



Map produced by the City of Norman
Geographic Information System

The City of Norman assumes no
Responsibility for errors or omissions
in the information presented.

Zoning: R-1

Scale: 1"=20'

EXHIBIT

B



OKLAHOMA NATURAL GAS





**Oklahoma
Natural Gas®**

A Division of ONE Gas

5848 E 15th St

Tulsa, OK 74114

918-831-8371 oklahomanaturalgas.com

April 14, 2020

Hendrix Liv TRT
3701 Hidden Hill Rd
Norman, OK 73072

RE: 3701 Hidden Hill, Norman, OK

Letter of No Objection

Dear Mr. Lind,

Oklahoma Natural Gas Company, a division of ONE Gas, Inc. (“ONG”) has no objection to the City of Norman granting a revocable permit to Hendrix LIV TRT that will encroach the easement at 3701 Hidden Hill, Norman OK. Please be advised that ONG has underground/aboveground facilities in the area. If you need our facilities relocated to accommodate your excavation or construction, ONG will provide you a cost estimate.

Prior to any excavation, please contact OKIE-ONE 1-800-522-6543 a minimum of forty-eight (48) hours for exact location of our facilities. ONG will hold the damaging party responsible for any repairs to our facilities. If any repairs are necessary, ONG is not responsible for any damage to any structures or landscaping on or in the utility easement.

Sincerely,

Robert Rielly

Manager of Engineering

OG&E



APRIL 1, 2020

CARL HENDRIX
3701 HIDDEN HILL ROAD
NORMAN, OK. 73072

DESCRIPTION OF WORK: Request for approval of addition to the back side of home
LEGALS OF WORK LOCATION: Lot 11, Block 1, Brookhaven Addition No. 25

Mr. Hendrix;

Your request for approval from Oklahoma Gas and Electric Company (OG&E) to allow the installation of a 20' by 25' addition to the back side of your home, has been reviewed. According to our records, it does not appear that OG&E has any underground facilities in the blueprint of the new addition to the home.

However, OG&E does have underground facilities in your back yard. **As always, care will need to be taken not to disturb our facilities.** OG&E does not object to the proposed work, provided, the applicant abides by the City of Norman guidelines for this type of work, and that the applicant does the following:

- 1.) Notify "Call-Okie" at (405) 840-5032 at least 48 hours before digging to have all lines marked.
- 2.) If equipment is involved and is as high as the lowest OG&E overhead wire, approximately 18 feet, and it will be operating within 10 feet of our wire, you should call OG&E construction at 553-5143, to have wires covered.
- 3.) Call OG&E construction at 553-5143 two days before drilling and/or trenching closer than ten feet to an OG&E utility pole and/or wire. or five feet to an OG&E underground line.
- 4.) OG&E would not be held responsible for damaging a private line in a (public/platted) easement.
- 5.) OG&E would need to be reimbursed for any damage to its facilities.
- 6.) OG&E would need to be reimbursed ahead of time for the cost of relocating any facilities.

Should local service be disrupted to any OG&E customer due to the work performed by you, and/or your contractor, all parties involved will be responsible for any costs incurred by OG&E to restore service. Obtaining a Permit from the City of Norman or beginning the above referenced work constitute acceptance of the terms of this letter. If you have any questions, or if I can provide you with any other information, please contact me at (405) 553-5174.

Sincerely,

Timothy J. Bailey
Right-Of-Way Agent

COX COMMUNICATIONS



June 22, 2018

City of Norman
201-A West Gray Street
Norman, OK 73069

Attn: Ken Danner

RE: Request to close easements- Letter of No Objection to encroach into easement

To Whom It May Concern:

Cox Communications has no objection to the City of Norman granting the request to encroach into the rear 22' utility easement with a proposed garage addition at 3701 Hidden Hill Road (Lot 11, Block 1, Brookhaven No. 25).

Prior to beginning any digging and/ or trenching activities, please call OKIE-ONE 1-800-522-6543 for exact location of our facilities. Cost to repair ANY Cox Communications facility damage caused during construction of this project will be the responsibility of the damaging party. If any future repairs are necessary Cox Communications is not responsible for any damages to any structures placed on or in the utility easements.

If you have any question or concerns, please feel free to contact our office at (918) 286-4542 or email okrightofway@cox.com thank you.

Sincerely,

Ann Cypert

Ann Cypert
Cox Communications
Right of Way Agent
405-605-1440 office
Ann.Cypert@cox.com

**SOUTHWESTERN BELL TELEPHONE CO.
/ AT&T OKLAHOMA**



Charles Truesdell
Manager – Engineering Design
300 S Broadway St, 111E
Moore, OK 73160

T: 405.291-1171
F: 405.228-3464
Ct2329@att.com

April 6th 2020

To whom it may concern,

RE: Consent to encroach in the rear easement of 3701 Hidden Hill Rd

AT&T, Engineering/Construction has no objection to granting this consent to encroach, as depicted and described in your request.

AT&T has buried facilities in this area. It is your responsibility to get locates and you are still responsible for any cable that might be underground.

All conditions for calling OKIE-ONE (1-800-522-OKIE) to have facility locations marked are still in effect to protect our telephone facilities. Any damages, exposing of facilities, and/or relocating or lowering/raising facilities will be at your liability/cost or the contractor doing the work.

If and when AT&T requires access to this easement, any removal/damages to the improvements made in this easement will be the property owner's responsibility.

If there are any questions concerning this matter, please call me at 405-291-1073.

Sincerely,
Kevin Thomas
Manager, Engineering & Design
AT&T Engineering/Construction



Pat Mason, Manager
Engineering/ROW

AT&T Oklahoma T. 405 291 6755
7001 NW 23rd Street F. 405 491 7440
Room 203 pm8484@att.com
Bethany, OK 73008

June 20, 2018

Via Email to kdanner@NormanOK.gov

Ken Danner, Subdivision Manager
City of Norman
P.O. Box 370
201 West Gray
Norman, OK 73070

Re: Consent to Encroach into the Rear 22' U/E with a Garage Addition at 3701
Hidden Hill Road, Brookhaven No. 25 Addition, Norman, Oklahoma

Dear Mr. Danner:

Southwestern Bell Telephone Company, d/b/a AT&T Oklahoma ("AT&T") has no objection to the above project, but are advising you that we do have working facilities in the northern portion of the subject easement.

Prior to beginning any digging/trenching activities, please notify CALL-OKIE at 1-800-522-6543 or 811 to have utilities located. Cost to repair any AT&T facility damaged during construction of this project will be the responsibility of the damaging party. If any future repairs are necessary, AT&T is not responsible for any damages to any structures placed on or in the utility easement.

Thank you,

Pat Mason

Pat Mason
Manager-Engineering/ROW

OKLAHOMA ELECTRIC COOPERATIVE

Ken Danner

From: Wes White <WWhite@okcoop.org>
Sent: Friday, June 01, 2018 6:18 AM
To: Ken Danner
Cc: Drew Norlin
Subject: RE: Consent to Encroach into the rear 22' utility easement with a garage addition at 3701 Hiden Hill Road (Lot 11, Block 1, Brookhaven No. 25)

Ken,

OEC has no objection to the Consent to Encroach into the rear 22' utility easement with a garage addition at 3701 Hidden Hill Road (Lot 11, Block 1, Brookhaven No. 25).

Thanks Wes White

CENTURY LINK

CENTURY LINK

Ticket 20031614572664 - Response to Dig Request

=====

To: CHRIS LIND Attn: CHRIS LIND
Voice: 4055793739 Fax:
Re: Response to Dig Request

This is an Important Message from CenturyLink replying to your request to locate our underground facilities in the area described on the One Call Center ticket.

=====

Ticket: 20031614572664
County: CLEVELAND Place: NORMAN
Address: 3701 HIDDEN HILL RD

S00151:
Level 3 Communications has determined our facilities are not in conflict per the dig site information provided by the one call center ticket.

=====

If you have any questions, please contact CenturyLink's Cable Protection Management Team at 1-877-366-8344.

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This message was generated by an automated system. Please do not reply to this email.