

**NORMAN PLANNING COMMISSION  
REGULAR SESSION MINUTES**

**JANUARY 12, 2017**

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 12<sup>th</sup> day of January, 2017. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <http://www.normanok.gov/content/boards-commissions> at least twenty-four hours prior to the beginning of the meeting.

Chair Andy Sherrer called the meeting to order at 6:30 p.m.

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Item No. 1, being:

**ROLL CALL**

MEMBERS PRESENT

Nouman Jan  
Erin Williford  
Chris Lewis  
Andy Sherrer  
Lark Zink  
Dave Boeck  
Tom Knotts  
Neil Robinson

MEMBERS ABSENT

Sandy Bahan

A quorum was present.

STAFF MEMBERS PRESENT

Susan Connors, Director, Planning &  
Community Development  
Jane Hudson, Principal Planner  
Janay Greenlee, Planner II  
Roné Tromble, Recording Secretary  
Larry Knapp, GIS Analyst II  
Leah Messner, Asst. City Attorney  
Ken Danner, Subdivision Development  
Manager  
David Riesland, Traffic Engineer  
Terry Floyd, Development Coordinator  
Drew Norlin, Asst. Development Coordinator

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Item No. 7, being:

**O-1617-25 – ARCHDIOCESE OF OKLAHOMA CITY, F/B/O ST. THOMAS MORE CHURCH, REQUESTS CLOSURE OF UTILITY EASEMENTS WITHIN PROPERTY LOCATED ON THE EAST SIDE OF JENKINS AVENUE APPROXIMATELY 75 FEET SOUTH OF STINSON STREET.**

**ITEMS SUBMITTED FOR THE RECORD:**

1. Location Map
2. Staff Report
3. Request for Closure
4. Exhibit A (Legal Description and Drawing)
5. Letters of Non-Objection

**PRESENTATION BY STAFF:**

1. Ken Danner reviewed the staff report, a copy of which is filed with the minutes. Staff supports the request subject to completion of the relocation of the existing utilities and the submittal of a final plat.

**PRESENTATION BY THE APPLICANT:**

1. Harold Heiple, 218 E. Eufaula, representing the applicant – We're asking that you approve this and, obviously, we certainly consent to it being subject to our preparing a final plat and completing the relocation of the lines as staff has recommended. That's only appropriate. This easement closing is the least intrusive of any that I've ever handled and has the least impact on anybody else, because it doesn't touch anybody else's other property. It's just strictly confined. You have on your page 7-1 the picture of the subject tract. I don't know if that particular page may be available up here. I'll come to that one in a minute. Picture, if you will, on 7-1 the subject tract which is what we're doing. It's a rectangle that measures 257 feet east/west by 150 feet north/south and it fronts on the east side of Jenkins. The parcel right above it that's in white is the existing church on the same size lot. What this subject tract is is a piece of vacant ground completely owned by the church, and if you look at that line in that map, the line that goes up between the "e" and the "c" in "Subject" is approximately the location of existing utility lines. So you see it cuts right across the middle. Obviously, the church wants to sit right on top of that. Just as obviously, you cannot put a structure on top of an easement. You can put a parking lot, a sidewalk, a driveway, but you can't put a building – church or any sort of structure. So that has to be done, and in doing that the church or the applicant has to pay the utility companies to relocate if they agree. We have had remarkable cooperation with all the utilities and that's been led by the City of Norman Utility Department. Charlie Thomas was the first one to show up to help get everybody organized to say we've got a sewer line that's included in what has to be relocated. Of course, that, like everything else, has to be paid for by the church, which the church will do in order to do this. But for that to all come to fruition and be appropriate, it's got to go to the City Council so the City Council can close these. Once the Council closes them, we'll then go to District Court to vacate so they can't be reopened. But the important thing tonight is to move it forward to the City Council and we would respectfully ask that you concur with the staff and the utility companies and recommend approval of it. I'd be happy to answer any questions.

**AUDIENCE PARTICIPATION:**

None

**DISCUSSION AND ACTION BY THE PLANNING COMMISSION:**

*Chris Lewis moved to recommend adoption of Ordinance No. O-1617-25 to the City Council. Dave Boeck seconded the motion.*

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Nouman Jan, Erin Williford, Chris Lewis, Andy Sherrer, Lark Zink, Dave Boeck, Tom Knotts, Neil Robinson
NAYES	None
MEMBERS ABSENT	Sandy Bahan

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1617-25 to the City Council, passed by a vote of 8-0.

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