

**NORMAN PLANNING COMMISSION
REGULAR SESSION MINUTES**

JUNE 12, 2014

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Council Chambers of the Norman Municipal Complex, 201 West Gray Street, on the 12th day of June 2014. 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.

Chairman Dave Boeck called the meeting to order at 6:30 p.m.

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Item No. 1, being:

ROLL CALL

MEMBERS PRESENT

Curtis McCarty
Jim Gasaway
Roberta Pailes
Tom Knotts
Chris Lewis
Andy Sherrer
Cindy Gordon
Sandy Bahan
Dave Boeck

MEMBERS ABSENT

None

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
Leah Messner, Asst. City Attorney
Larry Knapp, GIS Analyst II
Ken Danner, Subdivision Development
Manager
Terry Floyd, Development Coordinator
David Riesland, Traffic Engineer

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Item No. 6, being:

RIGHT-OF-WAY CLOSURE – BROCE DRIVE.

O-1314-51 – TIMOTHY W. JOHNSON, P.E. REQUESTS VACATION AND RELOCATION OF A PORTION OF THE RIGHT-OF-WAY OF BROCE DRIVE ADJACENT TO LOT TWO, BLOCK TWO, BROCE INDUSTRIAL PARK.

ITEMS SUBMITTED FOR THE RECORD:

1. Location Map
2. Staff Report
3. ROW Variance Exhibit
4. ONG – Non-objection with Easement
5. CCS Commitment to ONG Easement
6. Non-objection letters

PRESENTATION BY STAFF:

1. Ken Danner – Community Christian School has made the request to close the south 10' of an 80-foot right-of-way of Broce Drive. They have previously had an approval by City Council to lease this 10 feet that they are now proposing to close. Through that contract they have to pay an annual fee for the use of that right-of-way. After they discovered that the right-of-way is actually wider than what is typically required – our standards require 60' instead of 80' – so the assumption is that the developer proposed the 80-foot right-of-way instead of the 60'. They have since requested that we close the right-of-way and eventually vacate the right-of-way, and then they would obtain that 10 feet.

During the time the staff report was written, we had not received anything from the utility companies. After that fact, ONG contacted us and indicated that they did have some utilities in this area and they are requesting that an easement be provided for their utilities. The City has a sanitary sewer line and a storm sewer that runs north and south between Lots 1 and 2. They would cross this 10' right-of-way that would be vacated and, thereby, the City is requesting that an easement be granted for those utilities. Normally, those are accomplished at the time of vacation and not at the time of closing.

Staff recommends approval of the closing.

PRESENTATION BY THE APPLICANT:

1. Cindy Wright, Johnson & Associates, representing Community Christian School – As Ken has outlined, the school is in the process of developing Lot 2 for their senior high facilities. In the process of that development, there is a portion of the parking area and a small playground and the fence that would go along Broce Drive that they needed to encroach into the right-of-way to accommodate. They have received approval for that lease for that area, and they're just following through right now with requesting closure of the 10 feet. The school has agreed to provide the City, as well as ONG, with the necessary easements to accommodate their existing facilities. We would request approval of this application.

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Andy Sherrer moved to recommend adoption of Ordinance No. O-1314-51 to City Council. Chris Lewis seconded the motion.

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

YEAS	Curtis McCarty, Jim Gasaway, Roberta Pailles, Tom Knotts, Chris Lewis, Andy Sherrer, Cindy Gordon, Sandy Bahan, Dave Boeck
NAYES	None
ABSENT	None

Chairman Boeck announced that the motion, to recommend adoption of Ordinance No. O-1314-51 to City Council, passed by a vote of 9-0.

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