



# office memorandum

**Date:** October 3, 2012

**To:** Leah Messner, Assistant City Attorney

**From:** Ken Danner, Subdivision Development Manager *KD*

**Subject:** Consent to Encroach  
Lot 1, Block 4, Brookhaven NO. 40 Addition  
1920 Rosebrook

Public Works Department, Engineering Division does not object to the encroachment of a proposed driveway onto a 7.5-foot water line easement and a 17-foot drainage and utility easement as long as there is a hold harmless clause in the consent document that clearly states replacement of the driveway will be at the total expense of the property owner if street and roadside maintenance has to perform maintenance of an existing 24" reinforced concrete storm sewer pipe. The installation of the driveway will be inspected and not allowed to block any possible storm water overflow.

Utility companies responses are attached.

If you have further questions, please feel free to contact me.

Reviewed by: Scott Sturtz, City Engineer *SS*  
Shawn O'Leary, Director of Public Works *SO*

cc: Brenda Hall, City Clerk  
Ken Komiske, Director of Utilities  
Greg Hall, Street Superintendent



Terri Hayes  
Engineering and Construction  
6100 S Walker Avenue  
Room 111-E  
Oklahoma City, OK 73139

T: 405-636-3770  
F: 405-636-3778

September, 19, 2012

**Consent to Encroach 1213-1  
Brookhaven, Section 40  
Lot 1, Block 4  
a/k/a 1920 Rosebrook  
Norman, Oklahoma  
Cleveland County**

To Whom It May Concern:

Review of the above request to encroach an existing drainage/utility easement along the south (rear) property line of the above referenced property has been completed. Please be advised that ATT Southwest has no objections to this construction under the following advisements.

- a. AT&T does have an existing buried 400-pair copper cable in the rear 17' drainage/utility easement of this property.
- b. The property owner hereby releases AT&T of responsibility to repair, rebuild, or maintain any properties placed by property owner in said encroachment area.
- c. Property owner must ensure accurate up-to-date facilities locates are obtained by contacting OKIE-ONE (1-800-522-6543).
- d. Damage to AT&T facilities resulting from this or any future construction within this easement may carry cost charges to property owner.
- e. Any requests to move and/or lower facilities will be at the property owner's cost.
- f. AT&T retains all of its rights with respect to its property, right-of-way or easement. Specifically, AT&T retains the right to access its telecommunications facilities to repair, maintain or augment its telecommunications network.

If you have any questions, please feel free to contact me on (405) 291-1073.

Sincerely,

Terri Hayes  
Manager – OSP Planning and Engineering Design  
Norman Wirecenter  
300 S. Broadway  
Moore, Oklahoma 73160

PO Box 321  
Oklahoma City, Oklahoma 73101-0321  
405-553-3000  
www.oge.com



**OG&E Electric Services**  
An OGE Energy Corp. Company

SEPTEMBER 19, 2012

KEN DANNER, DEVELOPMENT COORDINATOR  
NORMAN PLANNING COMMISSION  
P. O. BOX 370  
NORMAN, OK. 73070

RE:   **Applicant: Gemini Development Corp.**  
      **Consent to encroach in a 17' and 7.5' U/E**  
      **Lot 1, Block 4, Brookhaven Addition No. 40**  
      **1920 Rosebrook**  
      **Encroachment No. 1213-1**

Mr. Danner;

Available records show OG&E Electric Services has underground facilities in the 17' Drainage/Utility Easement and the 7.5' Utility Easement, located along the south side of above mentioned lot. The owner intends to pave over a portion of these utility easements for a driveway. It is our understanding, from a letter dated September 11, 2012, the owner will be responsible for any repairs to the driveway, if OG&E ever had to repair or replace our existing facilities in these utility easements. With this in mind, OG&E does not object to the encroachment.

If you should have any other questions, please contact me at 553-5174.

Sincerely,

A handwritten signature in black ink that reads "Timothy J. Bailey". The signature is written in a cursive style with a large initial "T".

Timothy J. Bailey  
Right-Of-Way Agent



September 21, 2012

Ken Danner  
Development Coordinator  
City of Norman Public Works Department  
P.O. Box 370  
Norman OK 73070

Re: Request for consent to encroach on a 17 foot utility easement and a 7.5 foot utility and drainage easement located on Lot 1, Block 4, Brookhaven Section 40 -- a/k/a 1920 Rosebrook (Consent to Encroach No. 1213-1)

Dear Ken:

OEC has NO objection to this request. Please feel free to contact me if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read 'Thad Peterson', is written over a horizontal line.

Thad Peterson  
Supervisor of Engineering Services  
Oklahoma Electric Cooperative  
(405) 217-6625

TP/sc



October 2, 2012

City of Norman  
201 West Gray, Building A  
Norman, Oklahoma 73069

Attn: Ken Danner, Drew Norlin

Re: REQUEST FOR CONSENT TO ENCROACHMENT NO. 1213-1

To Whom It May Concern:

Cox Communications, has no objection to the City of Norman granting the Encroachment No. 1213-1 request for permission easement located in Lot 1, Block 4, Brookhaven, Section 40, a/k/a 1920 Rosebrook, to construct a driveway.

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 (405) 600-6336 or email [jodie.finney@cox.com](mailto:jodie.finney@cox.com).

Sincerely,

*Jodie Finney*

Jodie Finney  
Right-of-Way



## OKLAHOMA NATURAL GAS

A DIVISION OF ONEOK

September 24<sup>th</sup>, 2012

Attn: Brenda Hall, City Clerk  
Jeff Bryant, City Attorney  
Doug Koscinski, Current Planning Manager  
Ken Danner, Development Coordinator  
Ken Komiske, Director of Utilities

Dear Ms Hall,

### LETTER OF NO OBJECTION FOR A REVOCABLE PERMIT

THIS REQUEST IS FOR THE PROPOSED CONSTRUCTION OF A 13' WIDE DRIVEWAY TO BE INSTALLED ON THE NORTHWEST CORNER OF THE PROPERTY. THE DRIVEWAY WILL ENROACH THE 17' DRAINAGE/UTILITY EASEMENT AND THE 7.5' UTILITY EASEMENT LOCATED AT 1920 ROSEBROOK, NORMAN, OKLAHOMA.

The legal description for 1920 Rosebrook is Lot One (1), Block Four (4), of Brookhaven Addition, Section 40, Norman, Cleveland County, Oklahoma.

Oklahoma Natural Gas Company does not object to the city of Norman issuing a permit for the purpose described above provided there is no conflict with our main. We do have a (2") natural gas distribution main extending along the north side of the property in the 7.5' utility easement and a (2") natural gas distribution main extending along the west side of the property in the 17' drainage/utility easement and possible services.

Because of the distribution lines and possible natural gas service lines, we request that the Okie One-Call System (840-5032 or 1-800-522-6543) be contacted a minimum of forty-eight (48) hours before any excavation. Should our facilities be damaged as a result of your installation, you and/or your contractor will be liable for any costs for repairs. These costs could include a cost calculation for gas loss should any occur. Also, Oklahoma Natural Gas Company will not be responsible for any costs for repairs to the driveway should it be damaged in the course of operations or maintenance on our facilities.

Sincerely,

Tommy McDaniel  
Team Leader