

# BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

## **PLAT INFORMATION**

NAME OF PLAT: Oak Creek South Phase II

CASE NUMBER: PT16-113

RELATED CASE NUMBERS: BAZ 1960

COUNTY:

SECTION/TOWNSHIP/RANGE: 18-18-15

GENERAL LOCATION: one-half mile south of Houston Street, one-quarter mile east of 23rd Street, north of the M.K.&T. Railroad

CURRENT ZONING: RS-3

SANITARY SEWER BASIN:

STORM WATER DRAINAGE BASIN:

ENGINEER: McClelland Consulting Engineers, Inc

ENGINEER ADDRESS: 4606 S. Garnett Road Suite 401  
Tulsa, OK 74146

ENGINEER PHONE NUMBER: 916.619.6803

PRELIMINARY PLAT OWNER LISTED AS:

DEVELOPER: Rausch Coleman Homes

DEVELOPER ADDRESS: 4058 N. College Suite 300  
Fayetteville, AR 72703

DEVELOPER PHONE NUMBER: 479.455.9090

## **PRELIMINARY PLAT**

APPLICATION MADE: November 21, 2016

TOTAL ACREAGE: 36.54

NUMBER OF LOTS: 136

TAC MEETING DATE: November 13, 2016

PLANNING COMMISSION MEETING DATE: November 15, 2016

COMMENTS:

1.  Add township number (18) to the vicinity map.
2.  Place case number (PT16-113) in lower right corner of plat.
3.  Add street names and addresses as assigned by the City of Broken Arrow. Addresses can be added to the lot summary table.
4.  Avoid lines overlapping numbers as it makes the plat difficult to read.
5.  Label all curves on the drawing.
6.  Label the easement distance on all lot frontages.
7.  Show more differentiation between building lines, easements, and building line easements. It is difficult to tell them apart.
8.  Show lot frontage dimensions on all lots. Missing for all lots on a curve.
9.  Label Limits of No Access (L.N.A.) to all corner lots where the building line is less than 25-feet. Also add a L.N.A. to the rear yards of Lots 13 and 14 of Block3.
10.  Add L.N.A. to the legend.
11.  Provide a minimum of 20' access width to be able to maintain Reserve "B". This is best done by making the 20' area to be part of Reserve "B", and not an access area between the lots.
12.  Acknowledge in writing, email is acceptable, that all the lots meet the minimum lot frontage requirements of the RS-3 zoning district. It is difficult to tell on some of the pie shaped and unlabeled lots.
13.  The definition of "Common Areas" in the covenants needs to make a reference to the reserve areas as part of the "Common Areas".
14.  The covenant language currently states, "the Association" shall maintain the "Common Areas". This is not clear, and makes the HOA responsible for maintaining the common areas, even if they do not own it. It needs to read that the owner of the "Common Areas" shall be responsible for their maintenance.
15.  Add a statement to the covenants dedicating the streets as public or private.
16.  Add the Detention Determination Number to face of plat: DD-102816-16

## **CONDITIONAL FINAL PLAT**

NAME OF CONDITIONAL FINAL PLAT: Oak Creek South Phase II

APPLICATION MADE: March 20, 2017  
TOTAL ACREAGE: 19.1277  
NUMBER OF LOTS: 68 Lots, 1 Reserve  
TAC MEETING DATE: April 11, 2017  
PLANNING COMMISSION MEETING DATE: April 13, 2017  
CITY COUNCIL MEETING DATE: May 2, 2017

CONDITIONAL FINAL PLAT OWNER LISTED AS:

DEVELOPER: ARG-Tulsa, LLC  
DEVELOPER ADDRESS: 4058 N. College Suite 300  
Fayetteville, AR 72703  
DEVELOPER PHONE NUMBER: 479-455-9090

COMMENTS:

17. \_\_\_\_\_ Provide document number for off-site Temporary Construction Easement to 193<sup>rd</sup> East Avenue and show the width of the Temporary Construction Easement.
18. \_\_\_\_\_ Show the adjacent lot lines and utility easements associated with Oak Creek South Extended and Oak Creek South. Move the label for "Oak Creek South Extended to the correct location and remove "(Undeveloped)".
19. \_\_\_\_\_ Provide the name, address, and telephone number for the owner and the surveyor.
20. \_\_\_\_\_ According to the Zoning Ordinance, the front building line setback cannot vary by more than 5 feet. Therefore, the building line setback on Lot 7, Block 1; Lot 1, Block 2; Lot 13, Block 2; Lot 1, Block 3; Lot 21, Block 3; and Lot 27, Block 3 needs to be revised to be 20 feet instead of 15 feet. In addition, modify the note on building setbacks for exterior side to say "15' to 20".
21. \_\_\_\_\_ Add the street name "East Oak Ridge Street" that is located in Oak Creek South.
22. \_\_\_\_\_ Add addresses as assigned by the City of Broken Arrow.
23. \_\_\_\_\_ Remove the square boxes showing possible buildings from the final plat.
24. \_\_\_\_\_ Use Broken Arrow street names on the location map and place County Street names in parenthesis.
25. \_\_\_\_\_ Provide a turnaround facility at the north end of S. 27<sup>th</sup> Street in accordance with the Subdivision Regulations.
26. \_\_\_\_\_ Place block number on Lots 46-52.
27. \_\_\_\_\_ Add to the covenants that the developer is responsible for constructing the sidewalk along the street frontage of Reserve A.
28. \_\_\_\_\_ Modify Section 7 of the covenants to say that the maintenance of Reserve A is the responsibility of the property owner.
29. \_\_\_\_\_ Place note on Reserve A that says "Reserve A is a Drainage Easement and Utility Easement."
30. \_\_\_\_\_ Street right-of-way dimensions need to be to a hundredth of a foot.
31. \_\_\_\_\_ In the surveyor's statement, change "Registered Land Surveyor" to "Licensed Land Surveyor".
32. \_\_\_\_\_ The conditional final plat and the "no exceptions taken" engineering drawing must agree with respect to Limits of Access and No Access, easement both internal and external, reserve area, traffic control medians, street layouts, rights-of-way, etc. Please provide a written statement (e-mail statement is acceptable) that the conditional final plat agrees with the "no exceptions taken" engineering plans in these areas.
33. \_\_\_\_\_ Acknowledge in writing (email is acceptable) that water is being provided by the City of Broken and not Rural Water District #4. If water is being provided by Rural Water District #4, modify the list of utility providers accordingly.
34. \_\_\_\_\_ Acknowledge that while Oak Creek South Phase II will be done in phases, subsequent phases will be part of the overall homeowners association associated with Oak Creek South Phase II.
35. \_\_\_\_\_ Add the address disclaimer to Sheet 1.
36. \_\_\_\_\_ Oak Creek South II is required to have on-site detention.
37. \_\_\_\_\_ Need additional easements for 48" & 60" storm sewers running diagonal across lot 6, block 3 and lot 7, block 1.
38. \_\_\_\_\_ Add the document number for the easement by separate instrument that is abutting the north property line of Oak Creek South Phase 2. The easement should be placed on the face of the plat and the book & page noted.
39. \_\_\_\_\_ Add language as provided by the stormwater division regarding maintenance of the stormwater detention facilities. In addition, language will need to be added regarding the protection of public water and sanitary sewer mains. In addition, it is anticipated that each of the utility companies will be requesting additional language to be added to the covenants regarding the protection and maintenance of their lines.
40. \_\_\_\_\_ Add a bench mark.

**CONDITIONS TO BE MET PRIOR TO FINAL RELEASE OF PLAT**

**LETTER OF APPROVAL FROM UTILITY COMPANY SUBMITTED?**

- NATURAL GAS COMPANY APPROVAL
- ELECTRIC COMPANY APPROVAL
- TELEPHONE COMPANY APPROVAL
- CABLE COMPANY APPROVAL

**CERTIFICATE OF RECORDS SEARCH FROM OKLAHOMA CORPORATION COMMISSION SUBMITTED?**

- OK CORPORATION COMMISSION CERTIFICATE OF RECORDS SEARCH
- OKLAHOMA CORPORATION COMMISSION, CAROL COLLETT 405-521-2108

- BUILDING PAD ELEVATIONS ON EACH LOT PLACED ON A COPY OF THE FINAL PLAT
- MONUMENTS SHOWN ON PLAT
- SLOPE ANALYSIS (1:4) FOR LOTS ADJACENT TO DRAINAGE CHANNELS APPROVED

**DEVELOPMENT SERVICES/ENGINEERING APPROVAL**

- STORMWATER PLANS, APPROVED ON:
- PAVING PLANS, APPROVED ON:
- WATER PLANS, APPROVED ON:
- SANITARY SEWER PLANS, APPROVED ON:
- SEWAGE DISPOSAL PLANS, APPROVED BY DEPARTMENT OF ENVIRONMENTAL QUALITY ON:
- WATER PLANS, APPROVED BY DEPARTMENT OF ENVIRONMENTAL QUALITY ON: \_\_\_\_\_
- IS A SIDEWALK PERFORMANCE BOND DUE? \_\_\_\_\_ HAVE THEY BEEN SUBMITTED? \_\_\_\_\_
- ARE PERFORMANCE BONDS OR ESCROW AGREEMENT DUE FOR WATER, STORM SEWERS, SANITARY SEWER AND PAVING? (CIRCLE APPLICABLE) \_\_\_\_\_ HAVE THEY BEEN SUBMITTED? \_\_\_\_\_
- ENGINEERING DEPARTMENT/DEVELOPMENT SERVICES REVIEW COMPLETE ON: \_\_\_\_\_

**PLANNING DEPARTMENT APPROVAL**

- ADDRESSES REVIEWED AND APPROVED
- DETENTION DETERMINATION # ASSIGNED AND VERIFIED?
- PLANNING DEPARTMENT REVIEW COMPLETE ON:
- FINAL PLAT RECEIVED IN PLANNING DEPARTMENT AFTER UTILITY COMPANY SIGN OFF ON:
- FINAL PLAT SENT TO ENGINEERING DEPARTMENT FOR FINAL REVIEW ON:

**FEES**

- FINAL PLAT PROCESSING FEE (\$150 + (\$5 X NO. OF LOTS) \$ \_\_\_\_\_
- WATER LINE (S) UNDER PAYBACK CONTRACT \$ \_\_\_\_\_
- EXCESS SEWER CAPACITY FEE (\$700 X NO. OF ACRES) \$ \_\_\_\_\_
- ACCELERATION/DECELERATION LANES ESCROW \$ \_\_\_\_\_
- WATER LINE CONNECTIONS, PAYABLE TO CITY OR OTHERS \$ \_\_\_\_\_
- SEWER LINE CONNECTIONS, PAYABLE TO CITY OR OTHERS \$ \_\_\_\_\_
- STREET IMPROVEMENT (WIDENING) ASSESSMENTS \$ \_\_\_\_\_
- DRAINAGE SYSTEM IMPROVEMENTS PRO RATA COST \$ \_\_\_\_\_
- REIMBURSEMENT TO CITY OR OTHERS FOR WATER LINE CON. \$ \_\_\_\_\_
- REIMBURSEMENT TO CITY OR OTHERS FOR SEWER LINE CON. \$ \_\_\_\_\_
- STREET SIGNS, LIGHTS, ETC. (\$150 PER EA. SIGN) \$ \_\_\_\_\_
- STORM WATER FEE-IN-LIEU OF DETENTION \$ \_\_\_\_\_
- (IF APPLICABLE- .35 X TOTAL SQUARE FOOTAGE)

**TOTAL FEE(S) \$ \_\_\_\_\_**

## FINAL PROCESSING OF PLAT

\_\_\_\_ DEVELOPMENT ENGINEER SUBMIT FINAL PLAT FOR MAYOR AND CITY CLERK SIGNATURE

\_\_\_\_ FEES PAID ON: \_\_\_\_\_ IN THE AMOUNT OF: \_\_\_\_\_

\_\_\_\_ DEVELOPMENT ENGINEER PICK UP FINAL PLAT FOR FILING

\_\_\_\_ 6 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT

\_\_\_\_ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT