

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

## **PLAT INFORMATION**

NAME OF PRELIMINARY PLAT: Boston Heights

CASE NUMBER: PT18-109

RELATED CASE NUMBERS: BAZ-1991

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 23/T18N/R14E

GENERAL LOCATION: One-half mile east of Elm Place, one-quarter mile south of Washington Street

CURRENT ZONING: A-1 (RS-2 approved subject to platting via BAZ-1991)

SANITARY SEWER BASIN: Lynn Lane

STORM WATER DRAINAGE BASIN: Broken Arrow Creek

ENGINEER: JR Donelson, Inc.

ENGINEER ADDRESS: 12820 S. Memorial Drive  
Bixby, OK 74008

ENGINEER PHONE NUMBER: 918-394-3030

DEVELOPER: CRS Sanders Investments, LLC

DEVELOPER ADDRESS: 107 S. Ash Avenue  
Broken Arrow, OK 74014

DEVELOPER PHONE NUMBER: 918-260-7771

## **PRELIMINARY PLAT**

APPLICATION MADE: August 9, 2018

TOTAL ACREAGE: 2.10

NUMBER OF LOTS: 7

TAC MEETING DATE: September 11, 2018

PLANNING COMMISSION MEETING DATE: September 13, 2018

COMMENTS:

1.  Show the total right-of-way for both W. Boston Street and S. 1<sup>st</sup> Street. In addition, provide information that shows how the right-of-way was dedicated. Any additional right-of-way that is being dedicated with this plat shall be identified as right-of-way dedicated by this plat.
2.  Use Broken Arrow street names on the location map and place County street names in parenthesis.
3.  In the covenants, reference Reserve A and state that the maintenance of Reserve A is the responsibility of the property owner.
4.  Place case number (PT18-109) in lower right corner of plat.
5.  Show a 25-foot building line setback along the east boundary of Lot 7, Block 1 along 1<sup>st</sup> Place.
6.  Section I.C of the covenants needs to be rewritten, the streets are “public streets”, not “private streets”. In Section I.D, change City of Bixby to City of Broken Arrow. Section III.I.2 references “Windrush”, which is incorrect.
7.  In the Surveyors Certificate, change “Registered” to “Licensed”.
8.  The City Council approved RS-2 zoning on the property. Therefore, on note 4, change the “RS-3” to “RS-2”.

## **CONDITIONAL FINAL PLAT**

NAME OF CONDITIONAL FINAL PLAT:

APPLICATION MADE:

TOTAL ACREAGE:

NUMBER OF LOTS:

TAC MEETING DATE:

PLANNING COMMISSION MEETING DATE:

CITY COUNCIL MEETING DATE:

COMMENTS:

9.  Provide information regarding the section, township, and range in the title for the plat.
10.  Change “E. 95<sup>th</sup> Street South” to “E. Boston Street”.
11.  Make the perimeter boundary line a heavier line.
12.  Show all dimensions (i.e. lots, row, boundary) to the nearest hundredths of foot.
13.  First paragraph, first line in Deed of Dedication, change “and” to “an”. Same comment on third paragraph, first line of Section 1.

14.  Please revise Section 1.C of the covenants. The streets associated with this development are not private.
15.  Section 1.D of the covenants, change "properly" to "property".
16.  Add the address disclaimer.
17.  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.
18.  Finished for elevations (FFE) shall be shown for each lot on the Final Plat.
19.  Show monuments on plat.
20.  Provide written documentation (email is acceptable) that the slopes on lots adjacent to a drainage channel do not exceed a 4:1 slope.
21.  Provide a note on the face of the plat referring to the detention determination number assigned to this development.
22.  There is not any section within the covenants detailing restrictions within the overland drainage easements shown on the face of the plat. Provide typical overland drainage easement language within the covenants.

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## **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, 405-521-2271

### **DEVELOPMENT SERVICES/ENGINEERING APPROVAL**

STORMWATER PLANS, ACCEPTED ON:  
 PAVING PLANS, ACCEPTED ON:  
 WATER PLANS, ACCEPTED ON:  
 SANITARY SEWER PLANS, ACCEPTED ON:  
 SEWAGE DISPOSAL PLANS, SENT TO DEPARTMENT OF ENVIRONMENTAL QUALITY ON:  
 WATER PLANS SENT TO 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? \_\_\_\_\_  
 PROJECT ENGINEER/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 PROJECT ENGINEER FOR FINAL REVIEW ON:

### **FEES**

<input type="checkbox"/> FINAL PLAT PROCESSING FEE (\$150 + (\$5 X ____ LOTS)	\$ _____
<input type="checkbox"/> WATER LINE (S) UNDER PAYBACK CONTRACT	\$ _____
<input type="checkbox"/> EXCESS SEWER CAPACITY FEE (\$700 X ____ ACRES (LESS ANY AREA IN 100 YEAR FLOODPLAIN ONLY OR AREA IN GOLF COURSE)	\$ _____
<input type="checkbox"/> ACCELERATION/DECELERATION LANES ESCROW	\$ _____
<input type="checkbox"/> WATER LINE CONNECTIONS, PAYABLE TO CITY OR OTHERS	\$ _____
<input type="checkbox"/> SEWER LINE CONNECTIONS, PAYABLE TO CITY OR OTHERS	\$ _____
<input type="checkbox"/> STREET IMPROVEMENT (WIDENING) ASSESSMENTS	\$ _____
<input type="checkbox"/> DRAINAGE SYSTEM IMPROVEMENTS PRO RATA COST	\$ _____

<input type="checkbox"/> REIMBURSEMENT TO CITY OR OTHERS FOR WATER LINE CON.	\$ _____
<input type="checkbox"/> REIMBURSEMENT TO CITY OR OTHERS FOR SEWER LINE CON.	\$ _____
<input type="checkbox"/> STREET SIGNS, LIGHTS, ETC. (\$150 X _____ SIGNS)	\$ _____
<input type="checkbox"/> SIDEWALK ESCROW	\$ _____
<input type="checkbox"/> STORM WATER FEE-IN-LIEU OF DETENTION (.35 X _____ (SF INCREASED IMPERVIOUS AREA) (less any area in Reserve Area of 1/2 acre or more)	\$ _____
<b>TOTAL FEE(S)</b>	\$ _____

## FINAL PROCESSING OF PLAT

FINAL PLAT SUBMITTED FOR MAYOR AND CITY CLERK SIGNATURE ON: \_\_\_\_\_  
 FEES PAID ON: \_\_\_\_\_ IN THE AMOUNT OF: \_\_\_\_\_  
 FINAL PLAT PICKED UP FOR RECORDATION ON: \_\_\_\_\_  
 2 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT  
 PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT