

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PLAT: Whiskey Ridge
CASE NUMBER: PT16-114
RELATED CASE NUMBERS: PUD 256 and BAZ 1949
COUNTY: Wagoner
SECTION/TOWNSHIP/RANGE: 19/T19N/R15E
GENERAL LOCATION: Southeast corner of 23rd Street and Rockford Street
CURRENT ZONING: A-1
SANITARY SEWER BASIN: Green Country
STORM WATER DRAINAGE BASIN: Spunky Creek

ENGINEER: AAB Engineering, LLC
ENGINEER ADDRESS: P.O. Box 2136
Sand Springs, OK 74063
ENGINEER PHONE NUMBER: 918-514-4283

DEVELOPER: Wellington Investments, Inc.
DEVELOPER ADDRESS: 16310 E. 41st Street
Tulsa, OK 74134
DEVELOPER PHONE NUMBER: 918-451-8144

PRELIMINARY PLAT

APPLICATION MADE: December 5, 2016
TOTAL ACREAGE: 142.16
NUMBER OF LOTS: 442
TAC MEETING DATE: 01-10-2017
PLANNING COMMISSION MEETING DATE: 01-12-2017
COMMENTS:

1. _____ Place the total acreage on Sheet 1 with the Subdivision Statistics.
2. _____ Add addresses and street names as assigned by the City of Broken Arrow.
3. _____ Clarify the width of the Public Service ROW Easement along the east boundary. Is the total width of the Public Service ROW Easement 100 feet? If so, does it allow other utilities, such as a sanitary sewer line, to be located in it? If other utilities are allowed in this easement, provide a written statement (email is acceptable) stating such and show a utility easement of at least 17.5 feet in width along Rockford Street and a north/south utility easement near the east boundary. If other utilities are not allowed in this easement, provide a 17.5-foot wide utility easement adjacent to the Public Service ROW easement. Also, if the Public Service ROW Easement is 100 feet, what does the dashed line in the middle represent?
4. _____ Place case number (PT16-114) in lower right corner of plat.
5. _____ Provide a corner clip at the intersection of 23rd Street and Rockford Street. In addition, provide corner clips where streets intersect 23rd Street and Rockford Street.
6. _____ Add the following note to Sheet 1 and Sheet 2, "Restrictive Access – No vehicular access shall be allowed along lot lines with 15-foot building line setbacks. In the event that garage access is planned from the side yard, the minimum building setback along the side yard will be 20 feet. Only one garage access frontage is allowed on each lot."
7. _____ Label and add dimensions to the area to the west of Lot 69, Block 6 and Lot 1, Block 9.
8. _____ As per the Subdivision Regulations, the width of the right-of-way within 350 feet of the intersection of Rockford Street and 23rd Street needs to be at least 65 feet from the Section Line. After 350 feet, the right-of-way is to transition back at a 30-degree angle. In addition, within 350 feet of the arterial street intersection, the utility easement needs to be at least 22.5 feet in width transitioning back at a 30-degree angle to 17.5 feet. Either provide a 17.5-foot utility easement adjacent to all of 23rd Street, or show the reserve areas as utility easements.
9. _____ Show and label the width of the easement along the south boundary. If this is part of the Public Service ROW Easement, are other utilities allowed in the Public Service ROW easement along the south boundary? If so, provide a written statement (email is acceptable) stating such. In addition, show a 17.5-foot utility easement along the south boundary. If other utilities are not allowed, provide a 17.5-foot wide utility easement adjacent to the Public Service ROW easement.
10. _____ Label the FIRM panel map number associated with the 100-year floodplain.
11. _____ In the covenants, identify that the maintenance of the Reserve Areas is the responsibility of the property owner.

12. ____ Identify the width of the right-of-way of the street intersecting Rockford Street.
13. ____ PUD 256 states that the front building setback line is 20 feet. The plat shows a 25-foot front building setback line. Please modify either the PUD or the plat to reflect the same front building setback line.
14. ____ Please provide a written statement (email is acceptable) that all the pie shaped lots are at least 60 feet in width at the front building setback line.
15. ____ There are several type overs, which makes reading the underlying information difficult, especially when the plat is reduced. Please make revisions so that there are no type overs.
16. ____ Either show Reserves A, B, and D as utility easements, or show the utility easement to extend across the Reserves.
17. ____ Identify the width of the utility easement between Lots 19 and 20, Block 14.
18. ____ Provide dimensions for Reserve B.
19. ____ Provide bearings and dimensions for the perimeter boundaries of the plat.
20. ____ Label the building setback line along the east side of Lot 37, Block 4. If the building line setback is less than 20 feet, show restrictive access.
21. ____ The PUD language in Section II of the covenants shall coincide with PUD 256 as approved by the City Council.
22. ____ Please review Section I.C of the covenants. The City of Broken Arrow is not responsible for maintaining any of the water lines and sanitary sewer lines in this subdivision.
23. ____ Where are the Overland Detention and Easements referenced in Section I.G of the covenants?
24. ____ Revise Section I.H of the covenants. This property is not adjacent to Omaha Street.
25. ____ Section V.C of the covenants that references the PUD requirements of Section II is incorrect and needs to be modified to be in compliance with the Zoning Ordinance.
26. ____ Add bearings and dimensions that are missing.
27. ____ If this subdivision going to be constructed and platted in phases, there still needs to be only one overall Homeowners Association that will be responsible for the Reserve Areas and fencing along the arterial streets.
28. ____ Submit a detention determination to the Broken Arrow Stormwater Manager and refer to the assigned DD number on a detention note on the final plat.
29. ____ Revise the line type shown for the FEMA 100-year floodplain boundary. The line type used has a very large gap in it between the line and a dotted portion within the line. That large gap in the line type does not accurately show where the floodplain boundary is in areas where there are sharp bends in the floodplain boundary line. Revise to a more compact line type.
30. ____ The FEMA 100-year floodplain boundary of Spunky Creek appears to clip portions of Lots 52 and 53 of Block 6 and 25 and 26 of Block 10. It is recommended that those property boundaries be pulled back outside of the 100-year floodplain or else multiple City of Broken Arrow Floodplain Code requirements will affect platting and development on those residential lots. In addition, these lots will require identification on the plat and accompanying covenant language stating the following: No solid type fence, fill material, raised beds or any structure shall be placed within the designated FEMA 100-year floodplain.
31. ____ The Green Country Sewer District Treatment Plant has its plant discharge pipe discharging to Spunky Creek right at the headwall at the south side of the Rockford Street creek crossing near the northern end of proposed Reserve C. No easements are shown on this preliminary plat in that area or in the Rockford Street vicinity. Show all applicable Green Country Sewer District easements on this plat.
32. ____ The Conceptual Improvements Plan submitted with the Preliminary Plat shows proposed public storm sewers between side yards in 14 different locations on that plan, but none of those locations has a utility easement shown in the side yard of the preliminary plat. Coordinate with engineering plans and provide the required easement coverage of public storm sewers and other public utilities.
33. ____ Label the area east of Lots 1-13 of Block 17 as "Green Country LLC."
34. ____ Section I.G of the covenants lists details Overland Detention and Easements, but no easements of those type are identified on the face of the plat. Revise.
35. ____ Section I.G should be retitled to read," Overland Drainage and Detention Easements."
36. ____ Section I.I titled Reserve Areas will need more detail provided to cover specific uses and limitations of the reserve areas including floodplain and stormwater detention language.
37. ____ Section IV detailing Homeowners Association information states that they will be responsible maintenance of Reserve A. It is not stated who will be responsible for Reserves B, C, and D. Clarify and revise.

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT: Whiskey Ridge

CASE NUMBER: PT16-114A

APPLICATION MADE: October 26, 2017

TOTAL ACREAGE: 85.93

NUMBER OF LOTS: 239

TAC MEETING DATE: January 9, 2018

PLANNING COMMISSION MEETING DATE: January 11, 2018

CITY COUNCIL MEETING DATE: February 6, 2018

COMMENTS:

38. _____ Place case number (PT16-114A) in lower right corner of plat.
39. _____ Provide a written statement from Public Service (email is acceptable) stating that a 17.5-foot utility easement is permitted in the 100-foot-wide PSO Easement along the east side of the site. Easement to extend along Rockford Street as well as a north/south utility easement near the east boundary. This north/south easement, shown as a “proposed 15’ U/E,” needs to be increased to 17.5 feet. If other utilities are not allowed in this easement, provide a 17.5- foot wide utility easement adjacent to the Public Service ROW easement.
40. _____ Per Section 6.4.2.A.3 of the Engineering Design Criteria Manual, a 25-foot by 25-foot corner clip shall be required at intersections. Modify the corner clips at the intersections of N. 23rd Street/Northampton Street and Rockford Street/N. 29th Street to meet this dimensional requirement.
41. _____ As per Section 6.4.2.A.3 of the Engineering Design Criteria manual, within 350 feet of the arterial street intersection of N. 23rd Street/Rockford Street, the utility easement needs to be at least 22.5 feet in width transitioning back at a 30-degree angle to 17.5 feet.
42. _____ A portion of Reserve E is included in this phase of platting. Identify and include acreage for this portion of Reserve E in the “Subdivision Statistics” text box on Sheet 1 of 4.
43. _____ Ensure that the legal description provides closure. Add missing bearings/distances. Clean up double text. Ensure that text is within block outlines. Move text for utility contacts so they fit within the text box.
44. _____ Section II. Planned Development Restrictions. A. Change reference of Tucson Village to Whiskey Ridge.
45. _____ Include label for Block 9.
46. _____ Label the 5-foot-wide fence and landscape easement along Rockford Street and the 15-foot-wide f/open space reserve area along 23rd Street. Landscaping along the street frontage to be located on the street side of the adjoining fence, consistent with PUD 256.
47. _____ Section IV.A. Formation – Second line, change “statues” to “statutes.”
48. _____ Revise language in Section V.C of the covenants that references the PUD requirements of Section II to state that “Planned Unit Development restrictions may be amended or terminated at any time through process by the Planning Commission of the City of Broken Arrow or its successors.”
49. _____ BUILDING PAD ELEVATIONS ON EACH LOT PLACED ON A COPY OF THE FINAL PLAT
50. _____ MONUMENTS SHOWN ON PLAT
51. _____ SLOPE ANALYSIS (1:4) FOR LOTS ADJACENT TO DRAINAGE CHANNELS APPROVED

TECHNICAL ADVISORY COMMITTEE COMMENTS

52. _____ Sections H1, H2, and H3 state that reserves A, B, C, D, and E all contain utility easements. None of them have utility Easements labels shown on the face of the plat. Place a utility easement label on the face of the plat for them also.
53. _____ Reserves A, B, and the floodplain portion of Reserve C will also need to have a drainage easement label on the face of The plat since they contain detention facilities and provide floodplain stormwater conveyance.
54. _____ It is recommended that Reserve C be broken into two separate reserves. One reserve would contain the floodplain and the drainage easement necessary for it. The other reserve would be the remainder of the parcel that could have future fencing and development on it without floodplain code limitations.
55. _____ It is recommended that Reserve A be broken into two separate reserves. The largest part would be for the detention facility, with the smaller panhandle portion of the Reserve between Lots 33 and 34 of Block 6 placed within a separate reserve with an access and utility easement rather than a drainage easement like the rest of the detention pond reserve will require.
56. _____ Section H2 states that Reserves A and B that contain detention facilities can contain fencing. Fencing is not allowed in drainage easements. Revise the language of Section H2 to state the primary uses and functions of those reserve areas are stormwater detention facilities with secondary allowable uses of landscaping, etc. Provide descriptive language covering detention facility maintenance requirements and use limitations.
57. _____ Section H3 mentions that maintenance of Reserves D and E is the responsibility of the owner until conveyance to the Home Owners Association but does not mention maintenance of Reserve C. Provide a note about maintenance of Reserve C also.
58. _____ Section H3 mentions that Reserves C and E both have floodplain use. Only Reserve C contains floodplain; Reserve E does not. Correct that paragraph.
59. _____ Section H3 states that Reserve C shall “be limited to use as open space, fencing, landscaping, and floodplain . . .” Broken Arrow code has limitations on fencing within floodplains. Revise that paragraph or add a sentence stating that all fencing shall meet City of Broken Arrow Zoning Ordinance requirements for any proposed fencing in floodplain areas.

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, 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 \$ _____
- ___ WATER LINE (S) UNDER PAYBACK CONTRACT \$ _____
- ___ EXCESS SEWER CAPACITY FEE \$ _____
- ___ 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. \$ _____
- ___ STORM WATER FEE-IN-LIEU OF DETENTION \$ _____

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

____ 2 COPIES OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT?
____ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT