

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

## **PLAT INFORMATION**

NAME OF PLAT: Silverleaf  
CASE NUMBER: PT14-109  
RELATED CASE NUMBERS: BAL-1009, BAZ-1904, PUD-225  
COUNTY: Wagoner  
SECTION/TOWNSHIP/RANGE: 30/19/15  
GENERAL LOCATION: One-quarter mile west of the northwest corner of 37<sup>th</sup> Street (209<sup>th</sup> E. Avenue) and Omaha Street  
CURRENT ZONING: A-1 (PUD 225/RS-3 via BAZ 1905)  
SANITARY SEWER BASIN: Lynn Lane  
STORM WATER DRAINAGE BASIN: Adams Creek

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

DEVELOPER: 51<sup>st</sup> Street South, LLC  
DEVELOPER ADDRESS: 1420 W. Kenosha  
Broken Arrow, OK 74012  
DEVELOPER PHONE NUMBER: 918-258-6161

## **PRELIMINARY PLAT**

APPLICATION MADE: October 13, 2014  
TOTAL ACREAGE: 16.21 Acres  
NUMBER OF LOTS: 82  
TAC MEETING DATE: November 4, 2014  
PLANNING COMMISSION MEETING DATE: November 6, 2014  
COMMENTS:

1. \_\_\_\_\_ PUD 225 requires a 15-foot wide reserve area for landscaping along Omaha Street. Show reserve area and associated 15-foot wide dimension.
2. \_\_\_\_\_ Show width of utility easement next to Omaha Street. Must be at least 17.5 feet in width.
3. \_\_\_\_\_ Place case number (PT14-109) in lower right corner of plat.
4. \_\_\_\_\_ Identify the abutting property to the east in the vicinity of Rockport Street as "Unplatted".
5. \_\_\_\_\_ Show 50.00 feet of right-of-way along Omaha Street to be dedicated by this plat, or provide document number for previous right-of-way dedication.
6. \_\_\_\_\_ Provide bearings for corner clip on 32<sup>nd</sup> Street and where right-of-way transitions from 70 feet to 50 feet.
7. \_\_\_\_\_ Show and label 50.00 foot wide right-of-way on 32<sup>nd</sup> Street.
8. \_\_\_\_\_ On location map, place County street names in parenthesis. The Broken Arrow street name for 209<sup>th</sup> E. Avenue is 37<sup>th</sup> Street, please add to location map.
9. \_\_\_\_\_ Add addresses as assigned by the City of Broken Arrow.
10. \_\_\_\_\_ Fourth line of Section II of the covenants, revise to say, "Which PUD No. 225 was recommended for approval by the Planning Commission on January 9, 2014, and was approved by the Council of the City of Broken Arrow...."
11. \_\_\_\_\_ Label and show dimension for building line setback paralleling Omaha Street.
12. \_\_\_\_\_ Section II, third paragraph under Landscape and Screening Standards, last line, revise to say "street right-of-way."
13. \_\_\_\_\_ Show dimension of E. Rockport Street and E. Sandusky Street where they intersect the perimeter boundary of the plat.
14. \_\_\_\_\_ Show 25-foot building line setback on Lots 19 – 22, Block 2.
15. \_\_\_\_\_ Show and label 50-foot building line setback from high pressure pipeline.
16. \_\_\_\_\_ Adjust the line weight on the line east of the northeast corner of Lot 13, Block 4.
17. \_\_\_\_\_ Identify where the "Private Service Easement" referenced in Section F of the covenants is located. If there are no "Private Service Easements", delete this section.
18. \_\_\_\_\_ Identify in the covenants the intended use and any development restrictions associated with Reserve A. In addition, identify who is responsible for the maintenance of Reserve A.
19. \_\_\_\_\_ A mandatory homeowners association needs to be established to maintain reserve areas and perimeter fencing. Provisions for such homeowners association shall be identified in the covenants.
20. \_\_\_\_\_ Provide a dimension to locate the 17.5 foot utility easement along the rear of Lots 4 – 13, Block 4.

21. \_\_\_\_\_ Identify the width of all utility easements, several are missing. Examples include between Lots 10/11 and 20/21, Block 1; Lots 1/2 and 9/10, Block 4; Lots 16 – 21, Block 2; and the front of Lots 11 – 22, Block 1.
22. \_\_\_\_\_ Identify what the lines in Lots 3 and 4, Block 4 adjacent to Reserve Area A represent.
23. \_\_\_\_\_ Rear dimension for Lot 18, Block 2 is incorrect.
24. \_\_\_\_\_ Provide dimension for rear lot line on Lot 4, Block 4.
25. \_\_\_\_\_ Show and define restricted access on both Sheet 1 and Sheet 2 for all lots where the building line setback next to the street is less than 25 feet.
26. \_\_\_\_\_ Building line setback along the south boundary of Lot 1, Block 4 needs to be 20 feet and not 15 feet.
27. \_\_\_\_\_ Section 1.B of the covenants needs to be revised. Rural water district # 4 is responsible for the maintenance of the water lines.
28. \_\_\_\_\_ An off-site easement line is indicated east of the Lots 21 -25, Block 2. If a utility easement is proposed at this location, it will need to be by separate instrument and the document number for the easement will need to be shown on the plat prior to the plat being recorded. If an offsite utility easement is not provided, the width of the utility easement along the rear of these lots needs to be increased to from 11 feet to 17.5 feet.
29. \_\_\_\_\_ Provide a dimension for locating the west edge of the 17.5-foot utility easement along the south side of Lot 6, Block 2.
30. \_\_\_\_\_ Reserve A is listed as 1.71 acres, however plat shows 44,806 S.F. (1.02 acres).
31. \_\_\_\_\_ Curves 21, 22, 23 on the Curve Table differ from the plat.
32. \_\_\_\_\_ Section I.C.3, delete “*Department of Public Works of the*”.
33. \_\_\_\_\_ Section III Enforcement- replace “ND” with “AND” and “OT with “TO.”
34. \_\_\_\_\_ Replace “ \_\_\_\_\_ Day of May, 2014” with appropriate date.
35. \_\_\_\_\_ Provide a note on the plat referring to the assigned detention determination number for this development.
36. \_\_\_\_\_ The conceptual utilities plan submitted with the preliminary plat shows a storm sewer going between Lots 21 and 22, Block 2, but there is no utility easement shown on the plat. Provide easement coverage for all public utilities.
37. \_\_\_\_\_ Section IC goes over stormwater detention easement, but there are none on this plat. Remove that section.

**TECHNICAL ADVISORY COMMITTEE**

38. \_\_\_\_\_ In the engineering plans, show a raised sidewalk or stamped concrete at least 6 to 8 feet in width across Quebec Street, west of Sandusky Street.
39. \_\_\_\_\_ Place brass markers in accordance with Section 6.2.g of the Subdivision Regulations along Lots 3 – 13, Block 4 and Reserve A.

**CONDITIONAL FINAL PLAT**

NAME OF CONDITIONAL FINAL PLAT: Silverleaf

APPLICATION MADE: October 19, 2016

TOTAL ACREAGE: 19.86

NUMBER OF LOTS: 82

TAC MEETING DATE: November 15, 2016

PLANNING COMMISSION MEETING DATE: November 17, 2016

CITY COUNCIL MEETING DATE: December 20, 2016

**COMMENTS:**

1. \_\_\_\_\_ Provide document numbers for offsite utility easements on the north side of lot 1, block 3 and east of lot 24, block 2.
2. \_\_\_\_\_ Label width of ONG Right of Way.
3. \_\_\_\_\_ It appears that the rear lot lines on Block 4 are directly over the ONG pipeline. Please provide written documentation from the utility company stating that they will allow fence posts and associated fences being placed over their pipeline. (Email is acceptable.)
4. \_\_\_\_\_ Label the front dimension on Lot 22, Block 1.
5. \_\_\_\_\_ Label curve length on all curves and ensure that all curve data is included in the curve table.
6. \_\_\_\_\_ Provide written documentation that all pie shape lots are 52-feet in width at the front building setback line. (Email is acceptable.)
7. \_\_\_\_\_ Include the following language from PUD 225 into Section II.I of the covenants. “Sidewalks will be constructed by the developer along 37th Street and Omaha as well as at all reserve areas abutting street right of way. Sidewalks will be constructed in accordance with the City of Broken Arrow Land Subdivision Code”.
8. \_\_\_\_\_ In the covenants, include language stating the maintenance of reserve areas shall be the responsibility of the property owner.
9. \_\_\_\_\_ The FIRM map needs to be updated to read Firm Panel 40145C105J, dated September 30, 2016.

**TECHNICAL ADVISORY COMMITTEE**

10. \_\_\_\_\_ Either identify that Reserves B and C are utility easements, or identify a utility easement that allows utilities to cross Reserves B and C.
11. \_\_\_\_\_ Either identify Reserve A as a utility easement or show utility easement to cross the west boundary of Reserve A.

- 12. \_\_\_\_\_ Provide written documentation from the pipeline company (email is acceptable) that they are in agreement to allow utility easements across their easement.
- 13. \_\_\_\_\_ 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.

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

**UTILITY COMPANY APPROVAL OF FINAL PLAT**

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

**CITY OF BROKEN ARROW APPROVAL OF FINAL PLAT**

- \_\_\_\_\_ FINAL PLAT RECEIVED IN PLANNING DEPARTMENT AFTER UTILITY COMPANY SIGN OFF ON:
- \_\_\_\_\_ FINAL PLAT SENT TO ENGINEERING DEPARTMENT FOR FINAL REVIEW ON:

**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:
- \_\_\_\_\_ 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
- \_\_\_\_\_ IS A SIDEWALK PERFORMANCE BONDS 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 REVIEW COMPLETE ON: \_\_\_\_\_

**PLANNING DEPARTMENT APPROVAL**

- \_\_\_\_\_ CORPORATION COMMISSION LETTER OF CERTIFICATE OF NON-DEVELOPMENT SUBMITTED (OR PLUGGING RECORD)
- \_\_\_\_\_ PLANNING DEPARTMENT REVIEW COMPLETE ON:

**DEVELOPMENT SERVICES APPROVAL**

- \_\_\_\_\_ ADDRESSES REVIEWED AND APPROVED
- \_\_\_\_\_ DETENTION DETERMINATION # ASSIGNED AND VERIFIED?

**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)**

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**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