

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PLAT: JDC Houston Street Addition

CASE NUMBER: PT16-104

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 12/T18N/R14E

GENERAL LOCATION: North of Houston Street, one-quarter to one-half mile east of 9th Street

CURRENT ZONING: A-1 to PUD 245/IL (BAZ 1950)

SANITARY SEWER BASIN: Lynn Lane

STORM WATER DRAINAGE BASIN: Broken Arrow Creek

ENGINEER: Crafton Tull
ENGINEER ADDRESS: 200 E. 8th Street
Tulsa, OK 74119
ENGINEER PHONE NUMBER: 918-584-0347

DEVELOPER: JDC BKA, L.L.C.
DEVELOPER ADDRESS: 4520 Madison Avenue, Suite 100
Kansas City, Missouri 64111
DEVELOPER PHONE NUMBER: 816-389-5704

PRELIMINARY PLAT

APPLICATION MADE: February 15, 2016

TOTAL ACREAGE: 38.62

NUMBER OF LOTS: 1

TAC MEETING DATE: March 8, 2016

PLANNING COMMISSION MEETING DATE: March 10, 2016

COMMENTS:

1. _____ Show the names of the adjacent subdivisions, including those on the south side of Houston Street. If property has not been platted, show as "Unplatted".
2. _____ Provide certificate of authorization number for engineer and surveyor.
3. _____ Either show the document number for the right-of-way dedication along Houston Street or show right-of-way to be dedicated by this plat.
4. _____ Place case number (PT16-104) in the lower right corner of plat.
5. _____ On location map, add 9th Street and place S. 177th E. Avenue and Lynn Lane Road in parenthesis.
6. _____ Incorporate the development regulations of PUD 245 as approved by the City Council into the covenants.
7. _____ Show the location and width of the utility easements on the adjacent properties.
8. _____ The plat shows only 24.75 statutory right-of-way along the south side of Houston Street. This is incorrect, most of the right-of-way has been dedicated by the plats on the south side of Houston Street. Revise to show correct right-of-way dedication.
9. _____ Clarify the two 10-foot utility easements south of Houston Street. If these are existing utility easements that are part of the existing plats, provide an email statement back stating such. If these are new utility easements, provide document numbers. Document numbers shall be shown on the plat prior to the plat being recorded.
10. _____ Provide a dimension and if needed a bearing for tying down and locating the interior utility easements.
11. _____ Please provide additional information regarding the 100-year water surface elevation shown on the CFP. This area is not in any designated flood zone per FEMA.
12. _____ The 100yr water surface elevation shown on plat does not match the existing ground contours. Please correct or provide explanation.
13. _____ The Conservation Easement Line Table does not match the info on the plan. For instance, the table says that Line #L56 is 1312.9ft., however the plan shows it to be 1270.9ft. Correct or explain the difference.
14. _____ Sheet 2, the Surveyor's Certificate, replace "Registered" with "Licensed" in two places.
15. _____ Label an overland drainage easement to cover at minimum the drainage channel on this development. Clarify whether any utilities are proposed in that area which would require it to also be a utility easement.
16. _____ Provide a legend indicating what the cross hatch in the area on the east side of the development is.
17. _____ This development will have an onsite stormwater detention facility. The detention facility should have a detention easement and a separate paragraph in the deed of dedication describing detention facility maintenance.

18. _____ Provide a paragraph in the deed of dedication covering overland drainage easement and the restrictions and maintenance of it.
19. _____ Provide a paragraph in the deed of dedication detailing any Corps of Engineers 404 permit mitigation details if that mitigation requires a deed restriction by the Corps of Engineers.

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT: JDC Houston Street Addition

APPLICATION MADE: May 16, 2016

TOTAL ACREAGE: 38.62

NUMBER OF LOTS: 1

TAC MEETING DATE: June 7, 2016

PLANNING COMMISSION MEETING DATE: June 9, 2016

CITY COUNCIL MEETING DATE: July 5, 2016

COMMENTS:

20. _____ Remove the topographic lines on the final plat.
21. _____ To improve readability, utility easement lines should not overlap where they cross. In addition, leader lines should be different than utility easement lines.
22. _____ Remove 50-foot building setback line from Conservation Easement. There should not be any buildings in this area.
23. _____ Delete the word "Minor" in plat title.
24. _____ On the plat, place "E 81st ST S" in parenthesis.
25. _____ Show Limits of No Access along Houston Street.
26. _____ In Section I.E, first line, change "I" to "I".
27. _____ Place the statement of City Council approval with space for Mayor's and City Clerk's signatures on Sheet 1.
28. _____ Tulsa County requires all original signatures, including the surveyor's signature.
29. _____ Add address as assigned by the City of Broken Arrow.
30. _____ The legal description needs to be checked for wording and closure.
31. _____ 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.
32. _____ Provide the Wetland Mitigation Determination number from the Corps of Engineers and associated language in the restrictive covenants.

TECHNICAL ADVISORY COMMITTEE

33. _____ Confirm in writing (email is acceptable) that all above ground utilities meet the clearance requirements for all vehicles at all points of access.

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	\$ _____
____ 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
____ 11 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT
____ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT