

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PRELIMINARY PLAT: Reserve at Aspen Ridge
CASE NUMBER: PT17-113
RELATED CASE NUMBERS: PUD 269 and BAZ 1993
COUNTY: TULSA
SECTION/TOWNSHIP/RANGE: 04/17/14
GENERAL LOCATION: One-quarter mile north of Jasper Street, west of Aspen Avenue
CURRENT ZONING: A-1 (PUD 269 and RS-3 proposed via BAZ 1933)
SANITARY SEWER BASIN: Haikey Creek
STORM WATER DRAINAGE BASIN: Aspen Creek

ENGINEER: Tanner Consulting, LLC
ENGINEER ADDRESS: 5323 S. Lewis Avenue
Tulsa, OK 74105
ENGINEER PHONE NUMBER: (918) 745-9929

DEVELOPER: Stone Horse Development
DEVELOPER ADDRESS: 12150 E. 96th ST. N., Suite 200
Owasso, OK 74055
DEVELOPER PHONE NUMBER: (918) 376-6533

PRELIMINARY PLAT

APPLICATION MADE: November 13, 2017
TOTAL ACREAGE: 9.11
NUMBER OF LOTS: 19
TAC MEETING DATE: December 19, 2017
PLANNING COMMISSION MEETING DATE: December 21, 2017
COMMENTS:

1. Change the case number to PT17-113 in lower right corner of plat.
2. In Section III of the covenants, delete reference to PUD 244. Revise Section III to correspond with the PUD document approved by the City Council (i.e. change 25 lots to 20 lots).
3. Add addresses as assigned by the City of Broken Arrow.
4. Increase the width of the utility easement along the east and west boundary from 11 feet to 17.5 feet unless modified by TAC. In addition, provide an 11-foot wide utility easement along the north boundary unless modified by TAC.
5. On the pie shaped lots, show the width of the lot at the building setback line. As per PUD 269, the lot must be at least 70 feet. (PUD 269 allows 30-foot wide frontage on pie shaped lots.)
6. Delete the portion of the building setback line located in Reserve B.
7. Show the width of Reserve A along the north property line.
8. The cul-de-sac exceeds the maximum allowable length. To exceed the 550 maximum requires approval by the Planning Commission.
9. It is not recommended to combine drainage easements and utility easements. Specifically identify and locate the easements needed for the utilities. And separately identify the area needed for the overland drainage and for any detention facilities.
10. The sanitary sewer must be on each lot or adjacent to the lot thru a utility easement. Sanitary sewer service lines are not allowed under the street. The waterline alignment and the sanitary sewer alignment needs to account for the waterline horizontal separation from the sanitary sewer and from the storm sewer and their appurtenances.
11. It is recommended to locate the sanitary sewers in the back of the lots.
12. All utility easements must be wide enough to excavate the utility and stay within their easement and/or the right of way.
13. The storm sewers out of the right of way must be covered by a utility easement.
14. Building pad elevation shall be placed on a copy of the final plat.
15. All monuments shall be shown on the plat.
16. Slope analysis (1:4) for all lots adjacent to a drainage channel shall be submitted to and approved by Staff.

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT: Reserve at Aspen Ridge

APPLICATION MADE: 03-19-2018
TOTAL ACREAGE: 9.11
NUMBER OF LOTS: 19
TAC MEETING DATE: April 10, 2018
PLANNING COMMISSION MEETING DATE: April 12, 2018
CITY COUNCIL MEETING DATE: May 1, 2018
COMMENTS:

17. _____ Since the perimeter easements vary in width, either delete "17.5" in the second line of Section I.B.1 of the covenants or be more specific regarding where overhead utility lines can be located.
18. _____ Section I.G of the covenants is not clear and needs to be rewritten.
19. _____ Provide written documentation, email is acceptable, that the entry gate meets the requirements of Section 6.3 of the Subdivision Regulations.
20. _____ 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.
21. _____ In Section II.A.3.a, delete the word "surfacing". In addition, add to Section II.A.3.a that the street in Reserve A shall be owned and maintained by the owner thereof, which shall be the homeowners' association upon conveyance of Reserve Area to the Association.
22. _____ The first paragraph in Section III of the covenants references the wrong sections of the Zoning Ordinance, please correct.
23. _____ Add addresses as assigned by the City of Broken Arrow.

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

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

_____ FINAL PLAT PROCESSING FEE (\$150 + (\$5 X _____ LOTS)	\$ _____
_____ WATER LINE (S) UNDER PAYBACK CONTRACT	\$ _____
_____ EXCESS SEWER CAPACITY FEE (\$700 X _____ ACRES (LESS ANY AREA IN 100 YEAR FLOODPLAIN ONLY OR AREA IN GOLF COURSE)	\$ _____
_____ 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 X _____ SIGNS)	\$ _____
_____ STORM WATER FEE-IN-LIEU OF DETENTION (.35 X _____ SF IMPERVIOUS AREA)	\$ _____

TOTAL FEE(S) \$ _____

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