

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

## **PLAT INFORMATION**

NAME OF PLAT: Aspen Ridge

CASE NUMBER: PT15-120

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 04-17-14

GENERAL LOCATION: One-half mile north of the northwest corner of Jasper Street and Aspen Avenue

CURRENT ZONING: A-1 (PUD-244 and RS-3 via BAZ-1949)

SANITARY SEWER BASIN: Lynn Lane

STORM WATER DRAINAGE BASIN: Aspen Creek

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

DEVELOPER: Daniel Ruhl  
DEVELOPER ADDRESS: 11029 S. Memorial Dr.  
Tulsa, OK 74133  
DEVELOPER PHONE NUMBER: 918-814-0881

## **PRELIMINARY PLAT**

APPLICATION MADE: December 9, 2015

TOTAL ACREAGE: 26.293

NUMBER OF LOTS: 56

TAC MEETING DATE: January 12, 2016

PLANNING COMMISSION MEETING DATE: January 14, 2016

### COMMENTS:

1. \_\_\_\_\_ According to the design statement for PUD 244, "Streets within this PUD shall be private, and further placed in a fifty (50) foot right-of-way, with a minimum of twenty-six (26) feet of paving." The two stub street show 30 feet of right-of-way. Revise accordingly to be in compliance with approved PUD 244.
2. \_\_\_\_\_ According to the design statement for PUD 244, the side yard abutting a private street can be 15 feet. However, the jog in the front yard between two lots shall not exceed five feet. The abutting property to the north and south of the stub streets could develop with 25-foot front yards, the side yards on the two streets needs to be at least 20 feet to be in compliance with PUD 244. Revise the side yards next to the stub streets to be 20 feet.
3. \_\_\_\_\_ In the note on the right side it says "in three (4) blocks". Change the "three" to "four".
4. \_\_\_\_\_ Section III of the covenants does not match the design statement approved by the City Council. Modify the covenant to reflect the language of the design statement adopted by the City Council. Several changes are required. In addition, include the Development Standards for Development Area B.
5. \_\_\_\_\_ In note 4, change "20 feet" to "25 feet". Similarly, in Section I.H.2 of the covenants, change "20 feet" to "25 feet".
6. \_\_\_\_\_ Identify the width of the utility easement along the north side of Lots 3-6, Block 1 and Lots 1-5, Block 2.
7. \_\_\_\_\_ Revise the first sentence in Section 1A of the covenants to say, "The developer does hereby dedicate for public use the *public* street right-of-way ..."
8. \_\_\_\_\_ On Sheet 1, identify Reserve A as a utility easement and overland drainage easement as acknowledged in Section 1.A and Section II.A of the covenants.
9. \_\_\_\_\_ On Sheet 1, add a note stating that all the streets in Reserve D are private streets owned and maintained by the Homeowners Association.
10. \_\_\_\_\_ Sheet 1, Note 1, change "Registration" to "Licensure."
11. \_\_\_\_\_ Sheet 1, In the Backflow Preventer Table place a "\*" by those lots requiring a backflow preventer with an identifying note at the bottom of the table: "\* Backflow Preventer Required."
12. \_\_\_\_\_ Sheet 1, Add the name of the stub street going south between lots 21 and 1 in Blocks 2&4.
13. \_\_\_\_\_ Sheet 3, In the Certificate of Survey change "Registered" to "Licensed" in two places.
14. \_\_\_\_\_ Place case number (PT15-120) in lower right corner of plat.
15. \_\_\_\_\_ Section II that describes the reserves needs some revision. The first paragraph states that reserve A "is designated to be used as a utility and overland drainage easement and for uninhibited access to the existing FEMA floodplain for routine inspection and maintenance by the City of Broken Arrow or its designated contractor." The City will maintain that reserve area only if the City Council of Broken Arrow accepts ownership of the reserve area through the City's

flood prone property transfer policy. Change reference to "City of Broken Arrow" to "owner". Same comment for Section H1 describing overland drainage easements. Revise "City of Broken Arrow" to "owner" there too. Section IID1 then mentions that the HOA shall be responsible for all maintenance of reserves, conflicting with what is stated in the first paragraph of section II. Clarify and revise language as necessary.

16. \_\_\_\_\_ Provide benchmark information.
17. \_\_\_\_\_ Where does the east storm sewer flow to? If it flows off site then they will need to get an offsite drainage easement.

## **CONDITIONAL FINAL PLAT**

NAME OF PRELIMINARY PLAT: Aspen Ridge

APPLICATION MADE: May 2, 2016

TOTAL ACREAGE: 26.29

NUMBER OF LOTS: 54

TAC MEETING DATE: May 24, 2016

PLANNING COMMISSION MEETING DATE: May 26, 2016

CITY COUNCIL MEETING DATE: June 20, 2016

### COMMENTS:

18. \_\_\_\_\_ On Sheet 1, identify Reserve Areas B and C as utility easements.
19. \_\_\_\_\_ Add to Section II.B that the fence in Reserves B and C shall be owned and maintained by the Homeowners Association.
20. \_\_\_\_\_ Submit landscape plan and fence detail for the area abutting Aspen Avenue. Landscape plan shall be approved prior to the plat being recorded.
21. \_\_\_\_\_ Addresses and street names to be verified by the City of Broken Arrow.
22. \_\_\_\_\_ On Sheet 2, in the lower right hand corner, change "SHEET 1 of 3" to "SHEET 2 of 3."
23. \_\_\_\_\_ On Sheet 2, in the introductory section, fifth paragraph, change "INSURING" to "ENSURING." ("insuring" means to provide insurance, "ensuring" means to make sure.)
24. \_\_\_\_\_ On Sheet 3, in the lower right hand corner, change "SHEET 1 of 3" to "SHEET 3 of 3."
25. \_\_\_\_\_ On Sheet 3, Section III, third and fourth paragraphs change "INSURE" to "ENSURE."
26. \_\_\_\_\_ On Sheet 3 Section B para 6 STREETS: third sentence, the period after Aspen Avenue should be replaced with a comma.

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

### LETTER OF APPROVAL FROM UTILITY COMPANY

\_\_\_\_\_ 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. (8 signs per Robert Cook on the CFP 05/17/16) | \$ _____ |
| _____ STORM WATER FEE-IN-LIEU OF DETENTION                                     | \$ _____ |
| <b>TOTAL FEE(S)</b>  | \$ _____ |

**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