

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PRELIMINARY PLAT: Aspen Crossing

CASE NUMBER: PT17-105

RELATED CASE NUMBERS: PUD 260, PUD 183, BAZ 1789, PUD 183A, BAZ 1842, and Lot 1, Block 8, Southtowne Estates

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 03/T17N/14E

GENERAL LOCATION: North and east of the northeast corner of Aspen Avenue and Jasper Street

CURRENT ZONING: A-1, R-2, and AR-2 (RS-3, RD, and PUD 260 approved subject to platting)

SANITARY SEWER BASIN: Lynn Lane basin

STORM WATER DRAINAGE BASIN: Aspen Creek basin

ENGINEER: Tulsa Engineering & Planning Associates, Inc.

ENGINEER ADDRESS: 9820 E. 41st Street, Suite 102

Tulsa, OK 74126

ENGINEER PHONE NUMBER: 918-252-9621

DEVELOPER: Capital Homes Residential Group, L.L.C.

DEVELOPER ADDRESS: P.O. Box 240

Owasso, OK 74055

DEVELOPER PHONE NUMBER: 918-376-6536

PRELIMINARY PLAT

APPLICATION MADE: June 19, 2017

TOTAL ACREAGE: 44.52

NUMBER OF LOTS: 167

TAC MEETING DATE: July 11, 2017

PLANNING COMMISSION MEETING DATE: July 13, 2017

COMMENTS:

1. _____ Provide document number for off-site 17.5-foot utility easement adjacent to Block 4 and Block 2. Document number shall be shown on the plat prior to the plat being recorded.
2. _____ Show the dimension for Reserve Areas F and G next to Aspen Avenue.
3. _____ Provide a 5-foot wide fence easement along the south side of Block 4 that abuts the commercial tract and along the west side of Block 2.
4. _____ Place case number (PT17-105) in lower right corner of plat.
5. _____ The plat shows 60.00 feet of right-of-way along Aspen Avenue. However, the note on the plat says "50' Deed of Dedication (Bk 4726, Pg. 212). Please resolve discrepancy. Right-of-way along Aspen Avenue required to be at least 60 feet in width.
6. _____ Along Jasper Street there is a note that says "50 foot Deed of Dedication (Bk. 3688, Pg. 244). The east end of the plat shows 60 feet of right-of-way. Provide information how the 10 additional feet of right-of-way was granted. It appears the right-of-way was dedicated by the Southtowne Estates plat.
7. _____ Add "ROW" to dimensions associated with the right-of-way on Aspen Avenue and Jasper Street.
8. _____ Add addresses as assigned by the City of Broken Arrow.
9. _____ Lot 1, Block 8 of Southtowne Estates shall be vacated prior to the plat for Aspen Crossing being recorded.
10. _____ Provide information for locating the traffic control medians at the three street intersections.
11. _____ In accordance with the Subdivision Regulations, the street intersections at the arterial streets are to be corner clips and not curves, please revise accordingly. In addition, if entry walls and landscaping are proposed at the two entries from Aspen Avenue, extend the 10-foot wide reserve area along the corner clips.
12. _____ Label the width of the building setback line and utility easement on the east side of Lots 26/27, Block 1.
13. _____ In Section 2.2.1 of the covenants, modify to say that maintenance of the reserves is the responsibility of the property owner.
14. _____ Revise numbers in Section III of the covenants to start with a "3" instead of "2".
15. _____ Add to Section 3.5 that the developer is also responsible for the sidewalk along all arterial street frontages.
16. _____ Call box location and gate entry design for gated entry shall meet the requirements of the Subdivision Regulations.
17. _____ Verify that the vacation of Lot 1, Block 8 of SouthTowne Estates has no impacts on the right-of-way on Jasper Street or the utility easements on the lot. If there is any impact on the right-of-way dedication on Jasper Street, or on the existing utility easement, they shall be rededicated by this plat. The draft vacation document indicates that the 17.5

foot utility easement along the east side of Block 3 and the west side of Reserve D will be vacated, if so, it needs to be rededicated by this plat, unless waived by TAC.

18. _____ Show a 25-foot building setback line along the rear of Lots 1-8, Block 1 next to Jasper Street.
19. _____ Label the width of the utility easement along the east side of Lot 10, Block 4.
20. _____ What does the 130.00' dimension represent on Lots 24 – 29, Block 1?
21. _____ Place "Restricted Access" on lots where the front building line setback is shown to be 15 feet. In addition, add the following note to be placed on sheet 1, "Access is restricted and additional setbacks apply as per PUD 260 with lots designated "Restricted Access" or R.A."
22. _____ Lots 14 – 15, Block 1 and Lot 39, Block 5 do not meet the minimum lot frontage requirement of 30.00. Revise to be in compliance with Section 4.3.h of the Subdivision Regulation.
23. _____ Provide written documentation, email is acceptable, that all pie shaped lots meet the minimum lot width at the building setback line.
24. _____ The front building setback in Blocks 1, 2, and 3 is labeled as "25-feet", but scales to 20 feet in width. Modify so label matches scale.
25. _____ PUD 260 allows zero lot line in Blocks 1 – 3. If any of the lots in Blocks 1 – 3 are to be zero lot line single family detached structures, identify on the plat, which side is the zero lot line and which is the 10 foot side. If none of the lots in Blocks 1 – 3 are to be zero lot line single family detached units, add a note to the plat stating such.
26. _____ Section 1.1 of the covenants appears to be only dedicating West Jasper Street. However, there are other public streets in this subdivision that also need to be dedicated, revise accordingly.
27. _____ The location of the pedestrian path/walkway for Blocks 1 – 3 shall be shown with the landscape plan submitted for Blocks 1 – 3.
28. _____ Landscape plan shall be submitted and approved prior to the plat being recorded.
29. _____ Do not combine drainage easements and utility easements. Utility easements shall be in a separate designated area. For example, there should be at least an 11-foot wide utility easement along the south side of Reserve D and west side of Reserve E. Use arrows to distinguish between the utility easement from the overland drainage easement.
30. _____ Add to Section 2.1.2 of the covenants, "Fencing and walls shall meet the requirements of Section 5.2.E.3.iv of the Zoning Ordinance."
31. _____ Correct numbering designations in Section II of the covenants (i.e. there are two 2.1.2).
32. _____ Metes and bounds has no POC or POB.
33. _____ Aliquot parts description does not work
34. _____ No Closure please provide closure report or show each area in sketch.

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT:

APPLICATION MADE:

TOTAL ACREAGE:

NUMBER OF LOTS:

TAC MEETING DATE:

PLANNING COMMISSION MEETING DATE:

CITY COUNCIL MEETING DATE:

COMMENTS:

1. _____
2. _____
3. _____
4. _____

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, 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? _____
- ____ PROJECT ENGINEER/DEVELOPMENT SERVICES REVIEW COMPLETE 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

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 | \$ _____ |
| ____ 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

- ____ FINAL PLAT SUBMITTED FOR MAYOR AND CITY CLERK SIGNATURE ON: _____
- ____ FEES PAID ON: _____ IN THE AMOUNT OF: _____
- ____ FINAL PLAT PICKED UP FOR FILING ON: _____
- ____ 6 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT
- ____ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT