

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PLAT: The Oaks Off Main

CASE NUMBER: PT16-106

RELATED CASE NUMBERS: BAZ 1959

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 11/T18N/R14E

GENERAL LOCATION: North of Commercial Street between Cedar Avenue and Birch Avenue

CURRENT ZONING: R-3 (DM approved via BAZ 1959, subject to replatting)

SANITARY SEWER BASIN: Haikey Creek

STORM WATER DRAINAGE BASIN: Haikey Creek

ENGINEER: JR Donelson, Inc.
ENGINEER ADDRESS: 12820 S. Memorial Drive, Office 100
Bixby, Oklahoma 74008
ENGINEER PHONE NUMBER: 918-394-3030

DEVELOPER: 322 Commercial, LLC
Contact: William A. Leet
DEVELOPER ADDRESS: 919 W. Elmira Street
Broken Arrow, OK 74012
DEVELOPER PHONE NUMBER: 918-408-2311

PRELIMINARY PLAT

APPLICATION MADE: August 24, 2016

TOTAL ACREAGE: 0.96 acres

NUMBER OF LOTS: 16

TAC MEETING DATE: September 20, 2016

PLANNING COMMISSION MEETING DATE: September 22, 2016

COMMENTS:

1. _____ Confirm the status of the "alley". It appears the alley has been vacated and not just closed. If the alley has been vacated, provide a copy of the vacation document. If access is to occur along the north property line, then the area identified as "alley" should be identified as a reserve area. If the "alleyway" is to encroach onto the adjacent property to the north, a mutual access easement that acknowledges the consent of the adjacent of the adjacent property owner needs to be provided.
2. _____ Show the full right-of-way on the adjoining streets and the total right-of-way for each of the streets.
3. _____ Identify the adjacent subdivisions.
4. _____ Place case number (PT16-106) in lower right corner of plat.
5. _____ Provide the name, address, and telephone number of the engineer.
6. _____ Provide the certificate of authorization number for the engineer and surveyor.
7. _____ On the location map, identify "Lynn Lane Road" as "9th Street" and place "Lynn Lane Road" in parenthesis.
8. _____ Add addresses as assigned by the City of Broken Arrow.
9. _____ Add "U/E" to the legend.
10. _____ Make the perimeter boundary of the subdivision a heavier line.
11. _____ Identify and describe the maintenance responsibilities for Reserve A and the "alley" area.
12. _____ Please review Section I.B.1 of the covenants. With only a 5-foot wide building setback line/utility easement, overhead pole lines for the supply of electric service, telephone and cable television service should not be allowed along the west, east and south lines of the subdivision. If there are any overhead power lines, they should be located along the north property line.
13. _____ The plat shows a 5-foot wide building setback line and utility easement. The building line setback in the DM district is a minimum of 0 feet and a maximum of 10 feet. If this building line setback is to remain, add to the covenants that while the City of Broken Arrow can address any encroachments into the utility easement, encroachments into the building line setback is a private restriction that cannot be enforced by the City of Broken Arrow. It may be simpler to leave the 5-foot utility easement as shown, but remove the 5-foot building line setback notation.
14. _____ Either show Reserve A as a utility easement, or show the 5-foot wide utility easement along Cedar Avenue to extend across Reserve A.
15. _____ Sheet 1, Note 3: Change "Registration" to "Licensure." This was changed by the State Board several years ago.

16. _____ Sheet 2: Sec I para 3: Change “insuring” to “ensuring.” “Insuring” is to provide protection to someone by compensation as an insurance policy. “Ensuring” is to make sure something will or will not happen.
17. _____ Sheet 2: Sec II, A1: Remove the large gap after “Owner/Developer or his successors, _____.”
18. _____ Sheet 2: Sec II, A3: Replace “Somerset” with “The Oaks off Main.”
19. _____ Sheet 2: Sec II: There are two paragraphs labelled “A.”
20. _____ Sheet 2: Sec II, paragraph M: “items are Prohibited” The “e” is left off of “are”.
21. _____ Sheet 3: Sec II, paragraphs O and Q: The word “Prohibited” should not be capitalized.
22. _____ Sheet 3: Sec II, paragraph R: misspelled word: “thereon that may be or may become....”
23. _____ Sheet 3: Sec II, paragraph U3: The second paragraph is labelled “3” and “Seasonal” should not be capitalized.
24. _____ Sheet 3: Sec II, para W: change “attempting to violate and covenant herein” to “any” covenant herein.
25. _____ Sheet 3: Sec III, para B: change “Lot and house” to “lot and house.”
26. _____ Sheet 3: The Surveyors Certificate should read “.... a Licensed Land Surveyor....”

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT: Oaks off Main, a Subdivision to the City of Broken Arrow, Tulsa County, Oklahoma, a Re-Subdivision of Lots 13 thru 24, Block 40, Broken Arrow Original Town

APPLICATION MADE: November 10, 2016

TOTAL ACREAGE: .964 acres

NUMBER OF LOTS: 16

TAC MEETING DATE: December 13, 2016

PLANNING COMMISSION MEETING DATE: December 15, 2016

CITY COUNCIL MEETING DATE: January 3, 2017

COMMENTS:

27. _____ Alley was closed in December, 2007, according to correct notation. An application has been submitted to open the alley. If the plat is to be filed after the alley is to be reopened, delete “Alley Closure” statement accordingly.
28. _____ North/south dimension of the subdivision is 140 feet. Delete 300-foot dimension on Lot 1 and on Lot 12.
29. _____ North/south dimension of 140 feet shown next to Lots 13 and 16 should show dimensional arrows.
30. _____ On location map, delete E, W, N, and S for Broken Arrow street names.
31. _____ Note No. 5, revise and delete “either found or”.
32. _____ Revise addresses as provided by City staff.
33. _____ On final plat, delete “Final Plat” in title.
34. _____ No benchmark shown, please add.
35. _____ Add Reserve A to the covenants with purpose, use, and maintenance of the reserve area identified.

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
 _____ 6 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT
 _____ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT