

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PLAT: Oak Estates

CASE NUMBER: PT15-111

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 08-17-14

GENERAL LOCATION: One quarter mile south of the southeast corner of Jasper Street and Garnett Road

CURRENT ZONING: RS-2/PUD 239

SANITARY SEWER BASIN: Haikey Creek

STORM WATER DRAINAGE BASIN: NA

ENGINEER: Rosenbaum Consulting, LLC
ENGINEER ADDRESS: 2700 North Hemlock Court, Ste. 111A
Broken Arrow, OK 74012
ENGINEER PHONE NUMBER: 918-798-0210

DEVELOPER: F&C Partners, LLC, Attn: Chris Johnson
DEVELOPER ADDRESS: 12109 S. Memorial Drive
Bixby, OK 74008
DEVELOPER PHONE NUMBER: 918-629-8839

PRELIMINARY PLAT

APPLICATION MADE: June 29, 2015

TOTAL ACREAGE: 13.04

NUMBER OF LOTS: 15

TAC MEETING DATE: July 21, 2015

PLANNING COMMISSION MEETING DATE: July 23, 2015

COMMENTS:

1. _____ PUD 239 requires the private streets to be placed in a reserve area that will be owned and maintained by the homeowners association. Show the reserve area for the private streets and adjust the lot dimensions accordingly. Identify in the covenants that the maintenance of the streets is the responsibility of the homeowners association.
2. _____ Update the certificate of authorization for the engineer.
3. _____ Identify what the dashed line 34.55 feet east of the east property line represents. Verify that the property to the east is owned by a different property owner that is part of a large tract of land.
4. _____ Add Broken Arrow street names to location map and place County street names in parenthesis.
5. _____ Modify Section II of the covenants to reflect the development standards of PUD 239 that were approved by the City Council.
6. _____ Label section line.
7. _____ Submit landscape plan and fence details for the area along Garnett Road. Landscape plan and fence details shall be submitted and approved prior to the plat being recorded. In addition, the covenants shall acknowledge that the homeowners association is responsible for the maintenance of the fence and landscaping along Garnett Road.
8. _____ Please review and correct numerous spelling errors in the covenants.
9. _____ Change reference to "Board of County Commissioners" in Section II, second paragraph to "Broken Arrow City Council". Make similar changes throughout Section II. Delete reference to ordinance being adopted. Ordinance will not be prepared until after the plat is recorded.
10. _____ Review the first sentence of Section III.B.6 of the covenants. Minimum driveway culvert sizes are not shown and should not be shown on the plat.
11. _____ Delete Section III.B.33 of the covenants since it is different than the requirements of PUD 239 and consequently is not enforceable by the City of Broken Arrow.
12. _____ In Section III.B.34 change 25,000 square feet to 25,100 square feet to be compatible with PUD 239.
13. _____ Gated entry shall meet the requirements of Section 6.3 of the Subdivision Regulations. As per these regulations, call box must be located at least 60 feet from the ultimate curb along Garnett Road.
14. _____ Provide an emergency access drive of at least 20 feet in width that connects to the east property line.
15. _____ Place case number (PT15-111) in lower right corner of plat.
16. _____ The 20' Overland Drainage Easement arrow is in the wrong place in Lot 4, Block 1.
17. _____ "Constructing" is misspelled in Paragraph D1.
18. _____ Replace "Broken Arrow" with "City of Broken Arrow" throughout the document.

19. _____ Paragraph F1. "Commissioner" needs a space as appropriate.
20. _____ Paragraph H5 "accordance" is misspelled.
21. _____ Paragraph H6 should begin: "The approved plans must be submitted to the Oklahoma Department of Environmental Quality and shall include a sewer line located and designed to permit effective connection to future public sanitary sewer extensions to the lot."
22. _____ Paragraph I, Use of Reserve Area 'A' "purpose" is misspelled.
23. _____ Section II, "Commission" misspelled.
24. _____ Section III, A, 1. Should "Office of the County Clerk, Broken Arrow..." be "City Clerk"?
25. _____ Section III, A 2: should read "Shall be evenly applied."
26. _____ Paragraph 6. DRIVEWAYS: Add "A garage providing space for a minimum of two vehicles shall be provided on each lot."
27. _____ Paragraph 11C " ... and be constructed of dog-eared wood pickets..."
28. _____ Paragraph 22 NOISE, "enjoyment" is misspelled.
29. _____ Paragraph 26 PRESERVATION OF TREES, replace "duly" with "the duty."
30. _____ Paragraph 37, Replace "Owner acknowledges he" is aware that compliance with the terms and conditions..." with "Owner acknowledges that compliance with the terms and conditions..."
31. _____ Replace "Registered" with "Licensed" in two places in the certification section.
32. _____ Cross hatching and a legend note calls out for the street area to be within Reserve B (Mutual Access Easement). There is no section within the restrictive covenants enclosed addressing Reserve B or a mutual access easement. The linework on the face of the plat shows that each residential lot owner would own a portion of the roadway within 16 different mutual access easements. As per PUD 239, the entire roadway should be platted as a single tract Reserve Area B to be collectively owned and maintained by the Homeowners Association. Clearly show that consistently on the face of the plat and on language within the restrictive covenants.
33. _____ There are lots where the entire frontage of the lot contains both a utility easement and overland drainage easement overlapping in the same space. Utility easements should be within a separate location from overland drainage easements except where required 90 degree crossings occur. As shown, borrow ditches proposed for stormwater conveyance could have above ground utility pedestals and improvements constructed within them that could block stormwater flows.
34. _____ There is no dimension or curve data for the curved roadway easements, overland drainage easements, utility easements, and building lines. The width of the roadway easement is not dimensioned. Please provide information.
35. _____ (Restrictive Covenants) There are multiple references within the restrictive covenants to "Tulsa County" that should be changed to "City of Broken Arrow" in reference to the jurisdictional community.
36. _____ (Restrictive Covenants) There is no section describing ownership, maintenance requirements, and mutual access within the proposed private streets. Please add with the conditional final plat.
37. _____ (Restrictive Covenants) Section III.B.6 mentions that minimum driveway culvert sizes are shown on the plat. They are not shown on the plat. The note should also read that the culverts shall also meet the requirements of the City of Broken Arrow.

CONDITIONAL FINAL PLAT

NAME OF PRELIMINARY PLAT:

APPLICATION MADE:

TOTAL ACREAGE:

NUMBER OF LOTS:

TAC MEETING DATE:

PLANNING COMMISSION MEETING DATE:

CITY COUNCIL MEETING DATE:

COMMENTS:

38. _____
39. _____
40. _____
41. _____

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

CITY OF BROKEN ARROW APPROVAL OF FINAL PLAT

- ☐ FINAL PLAT RECEIVED IN PLANNING DEPARTMENT AFTER UTILITY COMPANY SIGN OFF ON:
- ☐ FINAL PLAT SENT TO ENGINEERING DEPARTMENT FOR FINAL REVIEW ON:

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:
- ☐ 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?
- ☐ 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

- ☐ OK CORPORATION COMMISSION CERTIFICATE OF RECORDS SEARCH SUBMITTED?
OKLAHOMA CORPORATION COMMISSION, CAROL COLLETT 405-521-2108
- ☐ PLANNING DEPARTMENT REVIEW COMPLETE ON:

DEVELOPMENT SERVICES APPROVAL

- ☐ ADDRESSES REVIEWED AND APPROVED
- ☐ DETENTION DETERMINATION # ASSIGNED AND VERIFIED?

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