

BROKEN ARROW PLANNING COMMISSION AND CITY COUNCIL SUBDIVISION PLAT REVIEW CHECKLIST

PLAT INFORMATION

NAME OF PRELIMINARY PLAT: Rose District Row Homes
CASE NUMBER: PT17-110
RELATED CASE NUMBERS: PUD-241, PUD 263, and BAZ 1980
COUNTY: TULSA
SECTION/TOWNSHIP/RANGE: 11/18/14
GENERAL LOCATION: Northeast corner of N. Cedar Avenue and W. Elgin Street
CURRENT ZONING: PUD 241/R-3 (PUD 263 and DF via BAZ 1980)
SANITARY SEWER BASIN: Haikey Creek
STORM WATER DRAINAGE BASIN: Haikey Creek

ENGINEER: Sanders Engineering, Inc.
ENGINEER ADDRESS: 11502 S 66th East Avenue
Bixby, OK 74008
ENGINEER PHONE NUMBER: 918-296-5067

DEVELOPER: ROCO Properties, LLC
DEVELOPER ADDRESS: 8624 Harp Blvd.
Broken Arrow, OK 74014
DEVELOPER PHONE NUMBER: 918-850-3604

PRELIMINARY PLAT

APPLICATION MADE: June 28, 2017
TOTAL ACREAGE: 0.562
NUMBER OF LOTS: 7
TAC MEETING DATE: July 25, 2017
PLANNING COMMISSION MEETING DATE: July 27, 2017
COMMENTS:

1. ____ Identify what the line on the west side of Lot 3 and on the east side of Lot 6 represents.
2. ____ On the location map, change "N. Elm Ave. (161st)" to "N. Elm Place (161st E. Avenue) along the west boundary. On the east boundary, change N. Elm Ave. (161st) to "9th Street (177th E. Avenue).
3. ____ Change "PUD 241" to "PUD 263". In addition, modify Section II to reflect the development regulations of PUD 263 as approved by the City Council.
4. ____ Place case number (PT17-110) in lower right corner of plat.
5. ____ Identify the abutting property to the north as an alley that is part of Broken Arrow Original Town. To the east, identify the property as being a part of the Broken Arrow Original Town with the lot and block number included.
6. ____ The portion of the underlying plat, Lots 13 – 19, Block 12 of the Original Town of Broken Arrow either needs to be vacated, or the title needs to be revised to reflect that this is a "Replat of Lots 13 – 19, Block 12 of the Original Town of Broken Arrow".
7. ____ Confirm in writing, email is acceptable, that Lot 2, Block 1 meets the minimum lot size requirement of 2,300 square feet.
8. ____ Provide bench Mark. The manhole rim at intersection North Cedar and West Elgin could be used.
9. ____ Remove overland drainage easement from mutual access easement.
10. ____ The developed condition 100-year water surface area should be covered by a drainage easement. And this easement shall be separate from the utility easement. (The utilities should be located out of the 100-year water surface area.) (Added at Planning Commission meeting, "Staff will work with the applicant to develop appropriate language.")
11. ____ Remove "City of Broken Arrow" from last line of Section I.D of the covenants.
12. ____ Section I-F of the covenants, separate mutual access easement, overland drainage easement, and utility easement into three separate definitions.

CONDITIONAL FINAL PLAT

NAME OF CONDITIONAL FINAL PLAT: Rose District Row Homes
APPLICATION MADE: 2/12/2018
TOTAL ACREAGE: 0.56
NUMBER OF LOTS: 7
TAC MEETING DATE: 3/6/2018

PLANNING COMMISSION MEETING DATE: 3/8/2018

CITY COUNCIL MEETING DATE: 4/3/2018

COMMENTS:

13. ____ Add "WSE" to legend and define accordingly.
14. ____ In Section II, 5th paragraph, delete "or as may be subsequently amended". PUD 263 will be based on the Zoning Ordinance that was in effect on June 5, 2017, when the PUD was adopted.
15. ____ Section II.A of the covenants was not in the PUD document that was approved by the City Council on June 5, 2017, therefore, it should be removed from this section.
16. ____ Section II.B.2 of the covenants states that the Minimum Lot Frontage is 29 feet. The design statement approved by the City Council stated that the Minimum Lot Frontage was 0'. If the 0' in the design statement was a typographical error, please acknowledge in writing (email is acceptable). If not, please change the covenant to correspond with the design statement.
17. ____ Add the * and associated note in the approved design statement to Section II.B of the covenants.
18. ____ Lot 6 west side yard reference is incorrect with the design statement.
19. ____ In Section II.B.6, change "Cedar Street" to "Cedar Avenue".
20. ____ Section II.B.10 does not correspond with the approved PUD document.
21. ____ The roofing material reference in Section II.B.11 was not part of the approved PUD and needs to be removed from this Section of the covenants.
22. ____ Add street addresses as assigned by the City of Broken Arrow.
23. ____ Add the address disclaimer.
24. ____ 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.
25. ____ Finished for elevations (FFE) shall be shown for each lot on the Final Plat along with identification of lots requiring backflow preventers.
26. ____ Show monuments on plat.
27. ____ Provide written documentation (email is acceptable) that the slopes on lots adjacent to a drainage channel do not exceed a 4:1 slope.
28. ____ Revise the water service elevation to reflect the "No Exceptions Taken" engineering plans and show an overland drainage easement for the area within the 100-year water service elevation.
29. ____ The face of the plat shows the existing conditions water surface elevation of the creek on the property labeled as *WSE with an explanatory note provided. The final plat needs to show the proposed conditions 100-year water surface elevation boundary delineation. The proposed conditions 100-year water surface delineated area shall be contained within an overland drainage easement and shown on the face of the plat.
30. ____ Section IF2 and IF4 of the covenants details a combination mutual access, overland drainage, and utility easement, but nothing on the face of the plat is labeled as an overland drainage easement. Clarify and correct notes as necessary.

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