

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

## **PLAT INFORMATION**

NAME OF PRELIMINARY PLAT: Aspen Meadows A Partial Re-plat of Reserve I and a part of Lot 1, Block 4, Aspen Park Village

CASE NUMBER: PT16-107

RELATED CASE NUMBERS: ST16-114, BACP-151, BAZ-1958, PUD-118E

COUNTY: Tulsa

SECTION/TOWNSHIP/RANGE: 03-18-14

GENERAL LOCATION: east of Aspen Avenue, one-quarter mile north of Kenosha Street

CURRENT ZONING: RM/PUD-118E

SANITARY SEWER BASIN: Haikey Creek

STORM WATER DRAINAGE BASIN: Haikey Creek

ENGINEER: Tuttle & Associates, Inc.

ENGINEER ADDRESS: 9718 E. 55<sup>th</sup> Place

Tulsa, OK 74146

ENGINEER PHONE NUMBER: 918-663-5567

DEVELOPER: Aspen Meadows, LLC.

DEVELOPER ADDRESS: 4200 E. Skelly Drive

Tulsa, OK 74135

DEVELOPER PHONE NUMBER: 918-492-1983

## **PRELIMINARY PLAT**

APPLICATION MADE: October 4, 2016

TOTAL ACREAGE: 18.72

NUMBER OF LOTS: 1

TAC MEETING DATE: October 25, 2016

PLANNING COMMISSION MEETING DATE: October 27, 2016

### **COMMENTS:**

1. ☐ Correct title to read "Aspen Meadows, a re-plat of Reserve I and a part of Lot 1, Block 4 Aspen Park Village".
2. ☐ Label the adjacent properties (ex. "The Villas at Aspen Park" to the north, "Rockwood West" to the east, "Aspen Park Village" to the south and west)
3. ☐ Add addresses as assigned by the City of Broken Arrow.
4. ☐ Section II of the covenants pertaining to PUD 118E is different than the design statement approved by the City Council on July 17, 2016. Revise Section II of the covenants to correspond with the design statement approved by the City Council.
5. ☐ Add L/E (landscape easement), A/E (Access Easement or MAE-Mutual Access Easement) and S/E (sidewalk easement) to the legend and define.
6. ☐ Include bearings and dimensions on all proposed easements.
7. ☐ Make the perimeter boundary of the plat a heavier line to help clarify the property boundaries associated with this plat.
8. ☐ Place case number (PT16-107) in lower right corner of plat.
9. ☐ Clarify where the west line of Section 3 is located.
10. ☐ Provide an 11-foot wide utility easement along the lot line in the southwest corner of the plat with the dimension 363.62', unless modified by TAC or the pipeline company.
11. ☐ Show the book and page number for the right-of-way dedication along Redbud Avenue. In addition, show the right-of-way line on the west side of Redbud Avenue to continue south.
12. ☐ Provide documentation from the pipeline companies that they are in agreement with the utility easements across their easement.
13. ☐ Either show the detention easement in the southwest corner as also as a utility easement, or extend the 17.5-foot utility easement along the south boundary.
14. ☐ Provide documentation that the water well shown has been plugged in accordance with State requirements.
15. ☐ On the east side of the plat, clarification is needed as to the line that is shown as "25' R/W (BK 3969, PG. 954) and 11' U/E by plat #5881 by the 143.25 dimension. They appear to be referencing the same line.
16. ☐ Identify the width of the utility easement that intersects Redbud Avenue at a 90-degree angle.
17. ☐ Please clarify what lines represent the 17.5-foot utility easement along the east property line. In addition, is the 11' U/E by Plat #5881 and the Explorer Pipeline the same line? Please clarify.
18. ☐ Along the north pipeline, add 50' to "Pipeline B/L".

19. \_\_\_\_ What is "Windstream Line"?
20. \_\_\_\_ Add bench mark
21. \_\_\_\_ Add Bench mark datum
22. \_\_\_\_ Identify point of beginning
23. \_\_\_\_ The legal description and drawing do not match; correct so both match
24. \_\_\_\_ The conceptual storm plan shows four detention facilities, and the plat covenants have detention easement language.  
The face of the plat needs to show all the individual detention facilities.
25. \_\_\_\_ In note 3 change "Registered" to "Licensure." This was changed by the State Board several years ago.
26. \_\_\_\_ Are "ONEOK PIPELINE" and "ONG PIPELINE" the same? They both point to the same line.
27. \_\_\_\_ Section I.F, Surface Drainage, the reference to Subsection "G" should read Subsection "F."
28. \_\_\_\_ Paragraph 9, change "closet" to "closest."
29. \_\_\_\_ Section E, change "issue" to "be issued."
30. \_\_\_\_ In the Certificate of Survey change "registered" to "licensed" in two places.
31. \_\_\_\_ Section II.D, "Access", of the covenants should be expanded to state that, "Emergency access only will be allowed to Redbud Avenue to the east" as stated in PUD 118E.
32. \_\_\_\_ On the plat, the access point to Redbud Avenue to the east should be labeled as "Emergency Access only- PUD 118E".

## **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:

33. \_\_\_\_ Add the case number (PT16-107) to the bottom of page 2.
34. \_\_\_\_ Update the Broken Arrow City Clerk to Curtis Green.
35. \_\_\_\_ The development number at the bottom of the page can be removed.
36. \_\_\_\_ Please label the various utility easements with their proposed uses. Many easements seem to overlap and may be combined.
37. \_\_\_\_ Identify the emergency access point onto Redbud Avenue. Place limits of no access along the remainder to the Redbud Avenue frontage.
38. \_\_\_\_ Define limits of no access on the face of the plat or in the covenants.
39. \_\_\_\_ Easement lines appear to be missing for the 20-foot U/E along the east and north boundaries, south of the ONG pipeline.
40. \_\_\_\_ Obtain a new Detention Determination number, these expire after one year if no construction has been done on a site.
41. \_\_\_\_ Revise the total sheet count on the face of the plat to match the sheet count on the second sheet.
42. \_\_\_\_ Do not show a landscape setback in the detention easement.
43. \_\_\_\_ Remove the utility easement over the top of the private storm sewer.
44. \_\_\_\_ Show a single easement over the top of the water and sanitary sewer where they overlap. Include a 5' easement on all sides of a fire hydrant, with the 9' offset from the mainline a bump out at the hydrants will be necessary. Complete the 20' U/E for the waterline in the NE corner.
45. \_\_\_\_ Add the horizontal datum/state plane to the bench mark.

---

## **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  
\_\_\_\_ 11 COPIES OF FILED PLAT SUBMITTED TO PLANNING DEPARTMENT  
\_\_\_\_ PDF OF RECORDED PLAT SUBMITTED TO PLANNING DEPARTMENT