

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

## **PLAT INFORMATION**

NAME OF PLAT: The Villas at Bel Lago

CASE NUMBER: PT16-100

COUNTY: Wagoner

SECTION/TOWNSHIP/RANGE: 08/T18N/R15E

GENERAL LOCATION: Northwest corner of Houston Street and Evans Road

CURRENT ZONING: A-1 to RS-3 via BAZ 1921

SANITARY SEWER BASIN: Lynn Lane

STORM WATER DRAINAGE BASIN: Adams Creek

ENGINEER: Tuttle & Associates, Inc.

ENGINEER ADDRESS: 9718 E. 55<sup>th</sup> Place  
Tulsa, OK 74146

ENGINEER PHONE NUMBER: 918-663-5567

DEVELOPER: McGuire Bel Lago, LLC

DEVELOPER ADDRESS: 5711 E. 71<sup>st</sup> Street, Suite 240  
Tulsa, OK 74136

DEVELOPER PHONE NUMBER: 918-949-9268

## **PRELIMINARY PLAT**

APPLICATION MADE: January 4, 2016

TOTAL ACREAGE: 31.38 acres

NUMBER OF LOTS: 97

TAC MEETING DATE: January 26, 2016

PLANNING COMMISSION MEETING DATE: January 28, 2016

### **COMMENTS:**

1. \_\_\_\_ The legal description says 31.38 acres while on sheet 1 it says 31.39 acres, which is correct?
2. \_\_\_\_ Add "Houston Street" and place "East 81<sup>st</sup> Street South" in parenthesis.
3. \_\_\_\_ Text overlap occurs in several areas. Please adjust to avoid text overlap.
4. \_\_\_\_ Place case number (PT16-100) in lower right corner of plat.
5. \_\_\_\_ Change City Clerk's name.
6. \_\_\_\_ Show "Limits of No Access" along both Evans Road and Houston Street.
7. \_\_\_\_ Add legend of codes and abbreviations used on the plat.
8. \_\_\_\_ Increase the thickness of the boundary line around the perimeter of the plat.
9. \_\_\_\_ Label section lines.
10. \_\_\_\_ Either provide document number for right-of-way dedication on Houston Street and Evans Road or show right-of-way to be dedicated by this plat. Show fifty-foot wide right-of-way dedication on Houston Street to two decimal points. If right-of-way on Houston Street has not been previously dedicated, show transition from 70 feet to 50 feet to occur at a 30 degree angle as per the engineering design manual.
11. \_\_\_\_ Show corner clip at the intersection of Houston Street and Evans Road. In addition, show corner clips at the intersection of 47<sup>th</sup> Court and Houston Street.
12. \_\_\_\_ Show the location and width of any existing utility easements on or adjacent to this plat.
13. \_\_\_\_ Show the document number for the 20-foot wide off-site utility easement near the northwest corner of the plat. Off-site easement shall be recorded in Wagoner County and document number shown on the plat prior to the plat being recorded.
14. \_\_\_\_ Use arrow from "5' L/E" label to show location of 5-foot wide landscape easement along Houston Street and Evans Road.
15. \_\_\_\_ Show the area adjacent to the northwest corner of the plat as unplatted, not as future lots.
16. \_\_\_\_ Identify and label Reserve A as a utility easement.
17. \_\_\_\_ Identify what the oval shaped area represents in the center of 47<sup>th</sup> Court. If this is a median, it needs to be labeled as such and language included in the covenants releasing the City of Broken Arrow of any liability associated with damage to any landscaping or irrigation systems in the median and the City Broken Arrow retains the right to remove this median.
18. \_\_\_\_ Show all street dimensions to two decimal points.

19. \_\_\_\_ On lots in which the building line setback is less than 25 feet, show and label as restricted access. On both Sheet 1 and in the covenants, state that no access is allowed to lots in which the building line setback is less than 25 feet. Access can occur as long as the garage is setback at least 25 feet.
20. \_\_\_\_ Identify in the covenants that The Villas at Bel Lago is part of the overall Bel Lago Homeowners Association that includes Bel Lago and Bel Lago II. The maintenance of Reserve A shall be the responsibility of the overall Bel Lago Homeowners Association. In addition, identify in the covenants that the maintenance of the fence and landscaping along the perimeter next to Evans Road and Houston Street is the responsibility of the overall Bel Lago homeowners association.
21. \_\_\_\_ Label the building setback line along the north side of Lot 17, Block 1.
22. \_\_\_\_ Add to the covenants that the construction of the sidewalk along the street frontage of Reserve A, as well as along Houston Street and Evans Road, is the responsibility of the developer.
23. \_\_\_\_ Place a note referring to the assigned detention determination number.
24. \_\_\_\_ Section IIS covers Reserve Area A. It is called an open space, overland drainage, and detention area and Section IIS3 states that "trees shall not be removed and the natural wildlife habitat shall not be disturbed". That is not typical language for a detention facility that has areas that do require vegetation maintenance to insure storm flow conveyance. Clarify and perhaps break Reserve A into two or more reserves; possibly one for floodplain functions, one for the stormwater detention function, and one for tree and wildlife habitat preservation. Those 3 items can be in conflict with each other.
25. \_\_\_\_ Remove "Detention Facility" from Reserve A.
26. \_\_\_\_ In the Wagoner County Treasurer signature block, "DESCRIBED" is misspelled.
27. \_\_\_\_ On Sheet 2 of 2, Section V, paragraph C, replace "Bel-Lago II" with "The Villas at Bel Lago."
28. \_\_\_\_ Label width of right of way on all streets
29. \_\_\_\_ Need datum for the bench mark
30. \_\_\_\_ Need the initial tangent bearing, delta, long chord length and bearing for the exterior curve of plat
31. \_\_\_\_ Curve table needs to be checked especially the curve related to the exterior curve of the plat
32. \_\_\_\_ NO CLOSURE due to missing curve information

## **CONDITIONAL FINAL PLAT**

NAME OF CONDITIONAL FINAL PLAT: The Villas at Bel Lago II

APPLICATION MADE: August 17, 2020

TOTAL ACREAGE: 13.42

NUMBER OF LOTS: 43

TAC MEETING DATE: September 8, 2020

PLANNING COMMISSION MEETING DATE: September 10, 2020

CITY COUNCIL MEETING DATE: October 6, 2020

COMMENTS:

33. \_\_\_\_ Place parenthesis around East 81<sup>st</sup> Street South and remove parenthesis around Houston Street. Similarly, identify "Evans Road" as 51<sup>st</sup> Street and place parenthesis around Evans Road/225<sup>th</sup> E. Avenue. Also, on the location map add "51<sup>st</sup> Street" and put "Evans Road/225<sup>th</sup> E. Avenue" in parenthesis.
34. \_\_\_\_ Add bearing to the corner clip at Houston Street and 51<sup>st</sup> Street.
35. \_\_\_\_ Add the case number (PT16-100A) to the lower right corner.
36. \_\_\_\_ Identify the right-of-way along Houston Street and 51<sup>st</sup> Street to be dedicated by this plat or if dedicated previously, provide document number.
37. \_\_\_\_ Identify what kind of easement exists along Houston Street that is 50 feet in width.
38. \_\_\_\_ Make 50' and 70' dimensions along Houston Street and 51<sup>st</sup> Street 50.00' and 70.00'. Also, identify the width of the local streets to two decimal points.
39. \_\_\_\_ Change "East 80<sup>th</sup> Street South" to "East Galveston Street" and change "S. 47<sup>th</sup> Court" to "South 47<sup>th</sup> Street".
40. \_\_\_\_ Add addresses as assigned by the City of Broken Arrow to each lot.
41. \_\_\_\_ Relocate the landscape easement to be located adjacent to the south property line. In addition, change this to a fence and landscape easement.
42. \_\_\_\_ Submit landscape plan and fence plan. Both plans shall be approved prior to the plat being recorded.
43. \_\_\_\_ Resolve text overlap with benchmark.
44. \_\_\_\_ Correct type over issue in legal description.
45. \_\_\_\_ Add as a note to Sheet 1 the language that is included in Section I.E.2 of the covenant regarding access.
46. \_\_\_\_ There appears to be a conflict in Section II.F.1 of the covenants. First sentence says front elevation shall have 100% brick, stone, or stucco. The last sentence says front exterior wall shall be 90% brick, stone, or masonry.
47. \_\_\_\_ Correct typing overlap in Section IV.
48. \_\_\_\_ Correct the dates in Section V.C and in the Certificate of Survey. Also, review Section V.B and see if the date needs to be modified.

49. \_\_\_\_\_ Confirm in writing, email is acceptable, that pie-shaped Lots 10 – 14 are at least 60 feet in width at the building setback line.
50. \_\_\_\_\_ Provide a legend of codes and abbreviations used on the plat. In this legend, identify what “RWE” means. If this is an exclusive Rural Water Easement, it cannot protrude into the 17.5-foot wide utility easement.
51. \_\_\_\_\_ Identify what the circle represents on the lot line between Lots 16 and 17, Block 1.
52. \_\_\_\_\_ Add address disclaimer.
53. \_\_\_\_\_ 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.
54. \_\_\_\_\_ Finished floor elevations (FFE) shall be shown for each lot on the Final Plat.
55. \_\_\_\_\_ Do not show the street pavement line inside the R/W.
56. \_\_\_\_\_ Revise the text height on the bearings and distances for the centerline of the R/W to match the text height of the bearings shown.
57. \_\_\_\_\_ Dimension the ODE from the fence to the easement line to cover both the 11’ U/E and the 15’ Storm sewer easement.
58. \_\_\_\_\_ Section II.O Interior fences, add language that specifies fences in the ODE shall have a minimum of a 6” open space between the bottom of the fence and the finished grade of the lot. A wire mesh may be placed across the opening to maintain the flow of water from adjacent lots through the ditch. Split rail, chain link, or other open fences may be installed that do not impede the flow.
59. \_\_\_\_\_ Add a subsection in section 1 for the ODE, no opaque fence may be built across the ODE that would obstruct or block the flow of water from one property to the next. Split rail, chain link, or other open fences may be installed that do not impede the flow. No grading, filling, or modification of the drainage channel in the ODE is permitted. Any modification of the channel shall be restored to the original flow conditions at the owners expense. The city has the right to enter the ODE and restore the channel to it’s original conditions at the owners expense.
60. \_\_\_\_\_ Add the reference to the FEMA firm panel and identify the panel number, the effective date, and the flood zone(s).
61. \_\_\_\_\_ Provide a closure statement for the boundary.

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## **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