



STAFF REPORT
The City of Oklahoma City
Planning Commission
January 9, 2025

Item No. IV. 3.

(C-7706) Final Plat of Piedmont Intermediate On Memorial, being a part of the Northeast Quarter of Section 14, Township 13 North, Range 5 West of the Indian Meridian, located south of West Memorial Road and west of North Morgan Road. Ward 1.

I. GENERAL INFORMATION

A. Contacts

Purvi Patel, Wallace Design Collective, PC
purvi.patel@walace.design

405-536-2032

B. Case History

This is a new application. The applicant is proposing a 1 lot subdivision, which is considered a minor subdivision. No preliminary plat is required.

C. Reason for Request

The developer proposes an office / commercial development on this site.

D. Existing Conditions

1. Size of Site: 15.002 acres

2. Zoning and Land Use

	Subject Site	North	East	South	West
Zoning	PUD-445 (R-1)	PUD-445 (R-1)	PUD-986 (R-1)	RA2	AA
Land Use	Vacant	Residences	Vacant	Residences	Vacant

II. SUMMARY OF APPLICATION

The developer is proposing one office / commercial lot, to construct a 5th to 6th grade school, on this 15.002-acre site. A public street is existing to the site. Public water and sewer improvements are proposed. The site is currently zoned PUD-445, which allows for development under the R-1 Single-Family Residential District. A 5th to 6th grade school is considered to be an elementary school, which is allowed in the R-1 district. Access to this development will be taken directly from W. Memorial Road.

III. REVIEW COMMENTS

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk indicates that the agency, department, and/or division responded with no adverse comments.

1) Outside Agencies

- 1. Oklahoma City-County Health Department**
- 2. Oklahoma City Urban Renewal Authority (OCURA)**
- 3. Oklahoma Gas and Electric (OGE)**
- 4. Oklahoma Water Resources Board (OWRB)**
- 5. Piedmont School District**
- 6. Oklahoma Department of Transportation (ODOT)**

2) City Departments

- 1. Airports**
- 2. Central Oklahoma Transportation and Parking Authority (COTPA)**
- 3. Fire ***
- 4. Information Technology/Geographic Support**
- 5. Parks and Recreation**
- 6. Police**
- 7. Public Works**
 - a) Engineering
 - 1) Streets
 - a) All City streets and drives on City right-of-way serving this subdivision must be paved in accordance with City standards.
 - b) The subject property is served by a public street.

2) Storm Sewer

- a) The Public Works Drainage Division staff has reviewed the subject application. All development, new construction, and / or substantial improvements planned within the proposed area shall be subject to chapter 16 of the Oklahoma City Municipal Code.
- b) Storm sewers in accordance with the City's Drainage Ordinance will be required. Development abutting section line roads with drainage flows that exceed the capacity of OKC standard ditch detail (D-100) will necessitate the installation of enclosed storm sewer and/or concrete channel. The improvements shall be placed to provide a minimum of 35 feet clearance distance from the centerline of the section. Concrete channels must be entirely outside public right-of-way. Sidewalks shall be constructed in compliance with the Oklahoma City Ordinance and meet all applicable ADA regulations.
- c) A flood/drainage study will be required to establish finished floor elevations, common lot areas or private drainage easements. The study must be reviewed and approved by the Public Works Department.
- d) Flood study will be required to show that there is no rise in the 100-year rainfall runoff established by the Federal Emergency Management Agency (FEMA) and the City of Oklahoma City, compared pre-& post-development.
- e) The subject property is situated within a FEMA Flood Plain. Therefore, the establishment of minimum finish-floor elevation for each lot within the floodplain will be required. Based on the 100-year water surface elevation (established from the City of Oklahoma City urbanized study or FEMA Study, whichever is more restrictive or imposes higher standards) + 1-foot. The Public Works Department's Engineering staff shall approve these elevations prior to the filing of the final plat.
- f) A floodplain activity permit must be submitted with plans for any work contemplated within FEMA floodplain.
- g) A Corps of Engineers 404 permit must be submitted for any work permitted in the Waters of the United States.
- h) Plans for drainage improvements within the private drainage reserves and/or common areas must be submitted for review, and payment of inspection fees shall be made prior to construction. Building permits will not be issued until construction is complete. If a subdivision abuts a

stream, the private drainage easements and/or common areas along the stream shall extend to the flow line of the stream at a minimum.

- i) Place the following note on the plat and construction plans: Maintenance of the common areas and/or private drainage easements shall be the responsibility of the property owner's association. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, shall be placed within the drainage-related common areas and/or drainage easements shown.
- j) Construction within the limits of this plat will require an erosion control plan in accordance with EPA Storm Water Discharge permitting: CFR Vol. 57, No. 175, September 9, 1992. A copy of the EPA Notice of Intent (NOI) will be required prior to the issuance of work orders or permits for construction activities disturbing an area of ½ acre or greater.
- k) Drainage easements shall be clearly denoted as public or private in owner's dedication, on the plat, and / or in the plat notes.
- l) Sidewalks shall be installed for all new construction and / or at the time of conversion of a residential use to a more intense use on all lots having frontage on public streets classified as a major or minor arterial.
- m) All private roads / streets will have private storm sewer systems.
- n) Add the following Note to the Plat:

Maintenance of the Common Areas, private drainage easements, and Islands/Medians shall be the responsibility of the Property Owners a. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the drainage related common areas and/or drainage easements shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner that meets the requirements specified above.

- o) Engineers / Developers will be contacting PW for a detention determination before they submit their Final Plat and Plans.
- p) Detention Determination

- A detention requirement determination will not be issued at the Preliminary Plat stage unless the development is located within the current “detention required area”.
- Prior to the preparation of a Final Plat and Construction Plans, the Engineer or Developer may contact the Public Works Engineering Department and receive a Detention Determination for that individual Final Plat
 - This Detention Determination will be specific to the single Final Plat under consideration.
 - The Detention Determination will be valid for a period of six (6) months.
 - If the Final Plat and Construction Plans have not been submitted, reviewed, and approved by the Public Works Engineering Department within that 6-month time frame, the Detention Determination will be void and a new Detention Determination must be requested.
 - If construction has not started on the development within six (6) months of the approval of the construction plans, the Detention Determination will be void and a new Detention Determination must be requested.
- For new commercial developments that do not require hearings before the PC or CC, the Engineer or Developer may contact the Public Works Engineering Department and receive a Detention Determination for that commercial development.

- b) Streets, Traffic and Drainage Maintenance
- c) Stormwater Quality Management
- d) Streets, Traffic and Drainage Maintenance
- e) Stormwater Quality Management
- f) Traffic Management *

8. Utilities

- 1) Sanitary Sewer Availability:

- a. An existing 8-inch wastewater main(s) is located adjacent to the subject site(s).
- b. Line capacity is not a guarantee and must be checked by the Engineer of Record and reviewed by the City.
- c. The developer will be required to extend the City wastewater collection system to and across each lot or site within the subdivision in accordance with the City Standard Specifications and Private Development Design Manual.
- d. Minimum ten (10) foot horizontal separation required for water mains and five (5) foot for other crossings. Minimum two (2) foot vertical separation required for all crossings. All wastewater mains must have a minimum cover of four (4) feet and depth no greater than eighteen (18) feet. Developer is responsible for remediating any failure to maintain the minimum four (4) feet of cover.
- e. Wastewater main(s) must be centrally located in a twenty (20) foot wide easement or larger if necessary. No trees, signs, dumpster, fence and/or structures shall be permitted over any proposed or existing utility main. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
- f. All existing unused private wastewater service connections must be abandoned and capped at the main in accordance with City Standard Specifications and Private Development Design Manual.
- g. Plat may be revised after review and approval of utility plans.
- h. SD-2024-00067 plans have been submitted for review.

2) Solid Waste Management

The City cannot service, contact a private hauler.

3) Water Availability:

- a. An existing 16-inch water main(s) is located adjacent to the subject site(s).
- b. Minimum ten (10) foot horizontal separation required for wastewater mains and five (5) foot for other mains. Minimum two-foot vertical separation required for all crossings. All water mains must have a minimum cover of five (5) feet along section line roads and four (4) feet elsewhere.

- c. Proposed and/or existing water mains must be located centrally within a twenty (20) foot wide or larger utility easement or right-of-way. No trees, signs, dumpsters, fenced and/or structures shall be permitted over any proposed or existing utility mains. An approved revocable permit must be obtained to have any private improvement located within any utility easement and/or right-of-way.
- d. Dead-end water mains must be avoided when possible. All existing unnecessary water services must be abandoned at the water main(s) in accordance with the City Standard Specifications.
- e. In accordance with ODEQ regulations, the City provides water at a minimum pressure of 25 psi. The owner is responsible for designing and construction of all fixtures to provide adequate domestic and fire protection under minimum pressure conditions. The owner will be responsible for any failure of domestic and fire protection systems which require water pressure in excess of 25 psi. the developer is responsible for installing pressure reducers if necessary for protection of developer's service lines, plumbing, and fixtures.
- f. All domestic and fire suppression services must have separate water service connections. Fire hydrant maximum spacing is 500 feet and must be located within 10 feet of a hard surface (i.e., sidewalk, street, and/or paving).
- g. All existing and proposed meters must meet current Meter Specifications and standard details and be located in the right-of-way or utility easement within grassy areas outside of sidewalks, driveways, streets and/or paving.
- h. Supply capacity for development is not guaranteed and will be reviewed at the time of review of construction documents.
- i. Plat may be revised after review and approval of utility plans.
- j. WA-2024-00064 plans have been submitted for review.

9. Subdivision and Zoning

The design of this final plat conforms with the Subdivision Regulations as they relate to non-residential developments. The design also conforms with the requirements of PUD-445.

Separate instruments will be required to be submitted with this final plat for proposed easements lying outside the boundaries of the plat. The instruments will be processed to City Council at the same time as the final plat and will be recorded by the City Clerk. The final plat will not be released until after the easements are recorded.

IV. STAFF RECOMMENDATION

Staff recommendations are advisory only and do not constitute Planning Commission decisions. Staff recommendations are based on a technical evaluation of information submitted at the time of review. Planning Commission decisions require a vote of five members to approve or deny an item. The Planning Commission may consider in its decision-making process any additional relevant information presented at the public hearing by the public, applicant, and/or City departments.

A. Approve the application subject to the following Technical Evaluations:

1. Approval of this plat is subject to City Council acceptance of the dedications and improvements or assurance for completion of the improvements.
2. Separate instruments will be required to be submitted with this final plat for proposed easements lying outside the boundaries of the plat. The instruments will be processed to City Council at the same time as the final plat and will be recorded by the City Clerk. The final plat will not be released until after the easements are recorded.

All Engineering Division and Water/Wastewater Utilities Division requirements must be met. Additional changes to the plat may be required during either Divisions review of construction plans and prior to City Council acceptance.

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