



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**November 18, 2021**

**Item No. IV. 1.**

**(C-7377) Final Plat of Oak Hollow, being a part of the Northeast Quarter of Section 19, Township 13 North, Range 4 West of the Indian Meridian, located north of W. Hefner Road and west of N. Council Road. Ward 8.**

**I. GENERAL INFORMATION**

**A. Contacts**

Jason Spencer, Crafton Tull & Associates, Inc. 405-787-6270  
Jason.Spencer@craftontull.com

**B. Case History**

This is a new application. The preliminary plat for Lawson Place North (previous name) was approved on May 27, 2021.

**C. Reason for Request**

The developer proposes a two-family residential development with 1 commercial lot at the corner of W. Hefner Road and N. Council Road.

**D. Existing Conditions**

**1. Size of Site:** 15.10 acres

**2. Zoning and Land Use**

	<b>Subject Site</b>	<b>North</b>	<b>East</b>	<b>South</b>	<b>West</b>
<b>Zoning</b>	R-2, C-3	R-1	C-3, PUD-1388 (C-3, O-2)	R-2, R-1, C-3	R-1
<b>Land Use</b>	Vacant	Residences	Residences	Residences, Under Construction	Residences

**II. SUMMARY OF APPLICATION**

The developer is proposing 42 two-family lots (84 units), one commercial lot, and three common areas on this 15.10-acre site, yielding a gross residential density (for the residential portion) of 6.74 dwelling units per acre. Public streets, water, and sewer improvements are proposed. The site is currently zoned R-2 and C-3. Minimum lot sizes in R-2 are allowed to be 6,000 square feet for two-family lots. Lots in this plat range in size between 7,500 and 20,000 square feet.

Access to this development will be taken from one standard connection with W. Hefner Road and one standard connection with N. Council Road. Stubs / connections to the north and west are not possible due to existing development in those directions. All streets will be constructed to local urban street standards.

A note on the plat indicates that sidewalks will be provided along all common areas and along the arterial streets. Sidewalks will also be required along local streets adjacent to the homes. The notes further state that maintenance of all common areas and islands/medians are the responsibility of the property owner's association, and that trees are required to be planted in the front yards of lots where the garage extends beyond the front wall of a residence, toward the street. Additional notes will be required on the final plat stating that arterial landscaping will be required, and that the property owner's association will be responsible for maintaining the landscaping.

### **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. Putnam City 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**

Not in existing park service area. No agreement in place for park impact fee reduction.

**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 and / or drainage study will be required for improvements to establish finished floor elevations, common lot areas or private drainage easements. A final plat should not be submitted until the study has been reviewed and approved by the Public Works Department.
- d) 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.

- e) 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.
- f) 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.
- g) Drainage easements shall be clearly denoted as public or private in the owner's dedication, on the plat, and / or in the plat notes.
- h) 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 major or minor arterial.
- i) All private roads / streets will have private storm sewer systems.
- j) Engineers / Developers will be contacting PW for a detention determination before they submit their Final Plat and Plans.
- k) 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) Traffic Management

Limits of No Access needs to be illustrated along the arterial roadway. The proposed location for the access road/street passes the sight distance check.

- e) Streets, Traffic and Drainage Maintenance
- f) Stormwater Quality Management
- g) Traffic Management \*

## **8. Utilities**

- 1) Sanitary Sewer Availability:
  - a) An existing 8-inch sanitary sewer main is adjacent to the subject site and a connection will be permitted in accordance with City Standard Specifications.
  - b) All sanitary sewer mains must flow within the existing drainage basin. Proposed sewer mains that will flow to another drainage basin across a ridgeline will not be allowed.

- c) All sanitary sewer mains must have a minimum cover of 6 feet and a depth no greater than 18 feet.
- d) The developer will be required to extend a gravity sanitary sewer collection system to each lot or site within the subdivision or land improvement in accordance with City Standard Specifications and the current Subdivision Regulations.
- e) No trees, signs, dumpsters, or fences within 10 feet of any existing or proposed sanitary sewer main.
- f) Proposed sanitary sewer main(s) must be in a dedicated easement. No other utilities will be allowed within the dedicated easement.
- g) Public sanitary sewer must be extended to serve the development.
- h) Side lot easements adjacent to other lots must combine to equal a total of 20-feet.

**2) Solid Waste Management**

The city can provide service provided there is sufficient space for the truck to maneuver to service the addition.

The City can provide service for up to 3 units on a single water meter. Any more than 3 units on the same water meter will have to be serviced by a private hauler. A dumpster could be utilized provided there is not enough frontage space for cart placement.

The City can provide solid waste collection services to commercial customers providing refuse is not in excess of 270 gallons per customer per pick up § 49-30 (a). Otherwise, the customer will have to utilize a private hauler for dumpster service.

**3) Water Availability:**

- a) The subject site is adjacent to 24-inch and 12-inch water mains in the street rights-of-way of W. Hefner Road and N. Council Road.
- b) The developer will be required to extend a minimum twelve-inch water distribution, or larger, as recommended by the approved current Water Master Plan, along the section line street, border, or perimeter of the development and/or all interior water mains for domestic use and fire flow protection.

- c) The developer will provide an internal (on-site) water distribution system capable of supplying water to each lot or tract within the proposed subdivision or land development in accordance with City Standard Specifications and the current Subdivision Regulations.
- d) Dead-end water mains must be avoided. Connection to at least two active feeder or grid water mains will be necessary to prevent partial or total shut-off of water supply when a pipeline failure occurs within the proposed development.
- 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.
- f) No trees, signs, dumpsters, or fences within 10 feet of any existing or proposed water main.
- g) All existing and proposed meters must meet current Meter Specifications. Meters must be in a grassed area. All domestic and fire suppression services must have separate water service connections. All existing unnecessary water services must be abandoned at the water main.
- h) Public water main must be extended to serve this property.

## **9. Development Services**

The design of this final plat conforms with the Subdivision Regulations as they relate to subdivisions with between 31 and 100 lots. The final plat also conforms to the requirements of the R-2 and C-3 zoning districts and the approved preliminary plat.

The size of the residential portion of the plat, 12.35 acres, requires 0.40 acres of open space with 0.20 acres (9,100 square feet) devoted to recreational improvements (Section 5.12.2). The developer is providing approximately 0.71 acres of open space/common area with this plat. The developer has indicated that playground equipment and park benches will be provided within the recreational common area.

Section 11250.1 of the Planning and Zoning Code states that all residential developments adjacent to arterial streets must provide a landscaped buffer along the arterial street. It further states that the landscape buffer must be located outside of any subdivision fence and must consist of any combination of trees, shrubs, groundcovers, earthen berms, and/or rock or stone accents, arranged in a manner to achieve visual continuity.

The landscape plan that was submitted with the plat application has been reviewed and approved. The landscaping must be installed prior to the issuance of a certificate of occupancy for any residence within the applicable final plat.

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.*

**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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