



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

**Item No. IV. 26.**

**(C-7375) Preliminary Plat of Cypress Plains, being a part of the Northwest Quarter of Section 5, Township 13 North, Range 4 West of the Indian Meridian, located south of NW 164<sup>th</sup> Street and east of N. Council Road; and a Variance to Section 5.3.1.D.5 of the Subdivision Regulations. Ward 8.**

**I. GENERAL INFORMATION**

**A. Contacts**

Mark Zitzow, Johnson and Associates, Inc.                      405-235-8075  
[mzitzow@jaokc.com](mailto:mzitzow@jaokc.com)

**B. Case History**

This is a new application.

**C. Reason for Request**

The developer proposes a Single-Family Zero-Lot-Line residential development on this site.

**D. Existing Conditions**

**1. Comprehensive Plan Land Use Typology Area: Urban - Low Intensity (UL)**

UL applies to the least intensively developed areas of the city that still receive urban water, sewer, police, park, and fire services. Development in this area should provide horizontal integration of land uses, connectivity within and between individual developments, and design that facilitates pedestrian and bicycle transportation.

**2. Size of Site: 75.1353 acres**

**3. Zoning and Land Use**

	<b>Subject Site</b>	<b>North</b>	<b>East</b>	<b>South</b>	<b>West</b>
<b>Zoning</b>	R-1ZL	Oklahoma County	AA	R-1	PUD-240 (R-1)
<b>Land Use</b>	Vacant	Large-Lot Residence	Large-Lot Residence	Residences	Vacant, Residences

**II. SUMMARY OF APPLICATION**

The developer is proposing 260 single-family zero-lot-line residential lots and three common areas on 75.1353 acres, yielding a gross residential density of 3.46 dwelling units per acre.

Private and public streets, public water, and public sewer improvements are proposed. The site is currently zoned R-1ZL Single-Family Zero-Lot-Line Residential District.

R-1ZL allows for 4,000 square foot minimum lot sizes and 40-foot minimum lot widths. Lots in this plat range in size between 6,000 and 14,000 square feet. Front building setbacks are shown at 20-feet for all lots in the plat.

Access to the public portion of the subdivision will be taken from one median-divided connection with NW 164<sup>th</sup> Street (eastern access street). Approximately 90 lots in the northeast portion of the site will only have access from the public streets. Access to the private portion of the subdivision will be taken from one median-divided connection with NW 164<sup>th</sup> Street (western access street). The private portion of the subdivision will also have access through the public streets and the public entrance. No street stub is provided to the east with this plat, and no access is shown onto N. Council Road.

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 private streets, common areas, and islands/medians are the responsibility of the property owner's association. 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 Natural Gas (ONG)**
- 5. Oklahoma Electric Cooperative (OEC)**
- 6. Oklahoma Water Resources Board (OWRB)**
- 7. Deer Creek School District**

**8. Oklahoma Turnpike Authority (OTA)**

**9. 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) A Corps of Engineers 404 permit must be submitted for any work permitted in the Waters of the United States.
- e) 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.
- f) 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.
- g) 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.
- h) Drainage easements shall be clearly denoted as public or private in owner's dedication, on the plat, and / or in the plat notes.
- i) 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.
- j) All private roads / streets will have private storm sewer systems.
- k) Engineers / Developers will be contacting PW for a detention determination before they submit their Final Plat and Plans.
- l) 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 \*

## **8. Utilities**

a) Sanitary Sewer Availability:

- 1) An existing 36-inch sanitary sewer main is adjacent to the subject site and a connection will be permitted in accordance with City Standard Specifications.

- 2) 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.
  - 3) All sanitary sewer mains must have a minimum cover of 6 feet and a depth no greater than 18 feet.
  - 4) 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.
  - 5) Proposed sanitary sewer main(s) must be in a dedicated easement. No other utilities will be allowed within the dedicated easement.
  - 6) No trees, signs, dumpsters, or fences within 10 feet of existing or proposed sanitary sewer mains.
  - 7) All existing unnecessary sanitary sewer services must be abandoned at the sanitary sewer main.
  - 8) Public sanitary sewer must be extended to serve the development.
  - 9) Side-lot easements required to total 20-feet.
- b) Water Availability:
- 1) The subject site is adjacent to a 12-inch water main in the street right-of-way of NW 164<sup>th</sup> Street and N. Council Road.
  - 2) 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.
  - 3) 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.
  - 4) The developer may make an application under the Policy “A” or “A-1” program to the Oklahoma City Water Utilities Trust (OCWUT) for City participation of construction costs for an off-site oversized water main extension (16 inch or larger) required for this specific development. Approval will be subject to funds available for improvements.

- 5) 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.
  - 6) 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.
  - 7) 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.
  - 8) 16-inch water main extension required along N. Council Road and along NW 164<sup>th</sup> Street to the furthest property boundary of the development.
- c) Solid Waste Management

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

## **9. Planning**

### **A. Comprehensive Plan Land Use Typology Area: Urban - Low Intensity (UL)**

UL applies to the least intensively developed areas of the city that still receive urban water, sewer, police, park, and fire services. Development in this area should provide horizontal integration of land uses, connectivity within and between individual developments, and design that facilitates pedestrian and bicycle transportation.

### **B. Comprehensive Plan Policies:**

- Large-scale (20+ acres or 50 or more single family units) residential subdivisions should provide a diversity of home sizes, lot sizes, price points, architectural styles, and density ranges.
- Where possible, provide a continuous system of open space along stream corridors or other appropriate areas that link neighborhoods and park lands.
- Utilize Best Management Practices (BMP) for stormwater whenever possible.

- Developments should be served by urban water and sewer utility systems.
- Maintain, create, and enhance a street network that is highly connected to increase number of viable commercial locations and the effectiveness of the transportation system.
- Limit number of dead-end streets and cul-de-sacs.
- Limit curb cuts on arterial streets, and where possible concentrate access at shared entrance points.
- Primary entrance points should be aligned with access points immediately across the street.
- Provide vehicular connectivity between adjacent developments.
- Subdivisions with more than 50 units should have at least two points of entrance / egress no closer than 300 feet apart.
- Require sidewalks on both sides of all streets in urban LUTAs.
- Improve the functionality and efficiency of the street network by:
  - Providing direct connections from residential developments to nearby places and to each other.
  - Providing street and sidewalk stubs to adjacent vacant land in anticipation of future development.
  - Connecting new development to existing street and sidewalk stubs, and to existing trail, open space, and bicycle networks.
  - Reducing block sizes and use of dead-end streets.
  - Maintaining the existing street grid to preserve connectivity and mobility options.
- Limit driveways on arterials and collectors and increase connections between uses to improve safety and traffic efficiency.
- Ensure proper access to and between subdivisions in order to offer a choice in routes for residents, multiple access points for emergency responders, and to reduce vehicle congestions at arterial intersections.
- Preserve mature, healthy trees and incorporate them into the design of new development or redevelopment projects to the greatest extent possible.

*The proposed plat takes access from NW 164<sup>th</sup> Street. A street connection to N Council Road would provide more choices in routes for residents.*

## **10. Development Services**

This subdivision is split into 2 sections. The northeast section has public streets. This portion of the subdivision has approximately 94 lots and will be accessed through a median-divided entrance. This portion of the subdivision satisfies the access requirements of the Subdivision Regulations as they relate to subdivisions with 31-100 lots. The remainder of the subdivision (approximately 166 lots) will have private streets and will be gated. This portion will have access from one median-divided entrance (gated) and will also have access to the streets and entrance for the public portion of the subdivision. This portion of the subdivision conforms to the access requirements of the Subdivision Regulations as they relate to Subdivision Regulations as they relate to development with between 101 and 200 lots. The developer must also meet the access requirements established by the Subdivision Regulations for each phase of development.

Section 5.3.1.D.5 of the Subdivision Regulations requires preliminary plats to provide connections to adjacent parcels. The developer should add a street stub to the property to the east to be in compliance with the Subdivision Regulations; otherwise, a variance is required. The Planning Commission shall consider physical barriers, land use incompatibilities, proposed amenities that are under private property owners' control (pools, playgrounds, etc.), existing undeveloped landlocked properties and any potential inappropriate traffic designs to justify a waiver of this requirement. The developer intends to have private streets with gated entrances for this subdivision.

The size of the plat, 75.1353 acres, requires 2.40 acres of open space with 0.78 acres (33,800 square feet) devoted to recreational improvements (Section 5.12.2). The developer is providing approximately 10.64 acres of open space/common area with this preliminary plat. A letter from the developer is required to be submitted with final plats listing the recreational amenities planned and their timing of construction.

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. A landscape plan is required with each final plat adjacent to an arterial street. The landscaping must be installed prior to the issuance of a certificate of occupancy for any residence within the applicable final plat.

As provided in Section 5.8.2 of the Subdivision Regulations and Section 12100.2.G of the Zoning Code, a sidewalk will be required along both section line roads. The construction plans for the development must show the sidewalks along the arterial

streets and along the common areas. The developer will be responsible for construction of these sidewalks.

The following changes are needed for this preliminary plat:

- “Limits of No Access” needs to be shown for all lots adjacent to the section line roads.
- An additional connection to an arterial street is required for the public portion of the plat.

#### **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. Determination of conformance with policies contained in the comprehensive plan is the purview of the Planning Commission. 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. The design of all final plats must meet the access requirements established by the Subdivision Regulations for each phase of development, unless varied by the Planning Commission.
2. A street stub is required to the property to the east; otherwise, a variance to Section 5.3.1.D.5 of the Subdivision Regulations relating to connections with adjacent parcels is required. Six affirmative votes will be necessary for approval.
3. A letter from the developer is required to be submitted with final plats stating the type of recreational amenities proposed and their timing of construction.
4. A landscape plan is required with each final plat adjacent to an arterial street. The landscaping must be installed prior to the issuance of a certificate of occupancy for any residence within the applicable final plat.
5. The developer will be responsible for constructing a sidewalk along N. Council Road and NW 164<sup>th</sup> Street, and along all of the common areas, including across creeks and/or drainage areas.
6. “Limits of No Access” must be provided along the section line roads on the final plats.

**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**November 18, 2021**  
**C-7375**

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*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.*

**jm**