



**STAFF REPORT**  
**The City of Oklahoma City**  
**Planning Commission**  
**October 13, 2022**

**Item No. IV. 22.**

**(C-7481) Final Plat of Summit Ridge Villas, being a part of the Southwest Quarter of Section 22, Township 13 North, Range 3 West of the Indian Meridian, located east of Broadway Extension and north of E. Hefner Road. Ward 7.**

**I. GENERAL INFORMATION**

**A. Contacts**

Mark Grubbs, Grubbs Consulting LLC 405-265-0641  
[mark.grubbs@gc-okc.com](mailto:mark.grubbs@gc-okc.com)

**B. Case History**

This is a new application.

**C. Reason for Request**

The developer proposes a duplex residential development on this site.

**D. Existing Conditions**

**1. Size of Site:** 11.02 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-4	R-4	R-4	R-4	PUD-1342 (O-2) & R-4
<b>Land Use</b>	Vacant	Townhomes	Townhomes, Condos	Vacant, Apartments	Vacant, Townhomes

**II. SUMMARY OF APPLICATION**

The developer is proposing 96 duplex lots (96 units) and four common areas on 11.02 acres, yielding a gross residential density of 8.71 dwelling units per acre. Private access drives, public sewer, and public water improvements are proposed. The site is currently zoned R-4. The minimum lot size for duplexes in R-4 is 5,000 square feet or 1 dwelling unit per 2,500 square feet. The minimum lot widths for duplexes are 50 feet or 30 feet per dwelling unit if each unit is available for individual sale. Lots in this subdivision range in size from 5,500 square feet to 8,000 square feet (per duplex). Building setbacks are shown to be 20 feet on this plat which is consistent with the R-4 district requirements.

Access to a portion of the lots will be taken from Trail Ridge Road, an existing public street. Access to the rest of the lots will be taken from private access drives shown as common area / private access drives on the plat. A connection is being made with Summit Ridge Villas to the east, and a private drive connection is shown to the subdivision to the south at N. Oklahoma Avenue (existing street stub).

A note is required on final plats indicates that maintenance of common areas, private streets, islands, medians, and / or private drainage easements are the responsibility of the property owner's association. An additional note should indicate that sidewalks are required on each lot where they are adjacent to local streets and that those sidewalks are required to be installed with the building permit for each home.

### **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. Oklahoma City School District**
- 6. Oklahoma Department of Transportation (ODOT)**

#### **2) City Departments**

- 1. Airports**
- 2. Central Oklahoma Transportation and Parking Authority (COTPA)**
- 3. Fire**  
  
Objection, street too narrow, if approved no parking on the private drives.
- 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 and/or drainage study will be required to establish finished floor elevations for any existing or proposed channel located within a common area or private drainage easement, which is adjacent to any lot or structure. 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) Add the following note:

Maintenance of all common areas and private drainage easements within the subdivision 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, that may cause a blockage or flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, 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 to meet the requirements specified above.

- 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) Streets, Traffic and Drainage Maintenance
- e) Stormwater Quality Management
- f) 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. A separate service connection is required for each building / structure.

- 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) 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.
- d) No trees, signs, dumpsters, or fences within 10 feet of any existing or proposed sanitary sewer main.
- e) Proposed wastewater mains(s) must be located in a twenty (20) foot wide easement.
- f) All existing unnecessary sanitary sewer services must be abandoned at the sanitary sewer main.

**2) Solid Waste Management**

The City can provide residential 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.

**3) Water Availability:**

- a) The subject site is adjacent to 8-inch water main, and a service connection will be permitted in accordance with City Standard Specifications. A separate service connection and meter is required for each building / structure.
- b) Dead-end water mains must be avoided. All existing unnecessary water services must be abandoned at the water main(s).
- c) 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.

- d) 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.
- 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) All domestic and fire suppression services must have separate water service connections. Fire hydrants maximum spacing is 500 feet and must be located within 10-feet of a hard surface (i.e., sidewalk, street, and/or paving).
- g) Proposed utility main(s) must be located within a utility easement and/or right-of-way. No trees, signs, dumpsters, or fences within 10 feet of any existing or proposed water main.

## **9. Subdivision and Zoning**

This proposed development is adding 96 lots/units to an area that currently contains 288 lots and two apartment complexes. This will bring the total number of platted lots to 384. The number of units will be higher than that as the apartment buildings contain multiple units and approximately 25 of the platted lots will have duplexes or quadplexes on a single lot.

Section 5.2.8.D of the Subdivision Regulations indicates that subdivisions with more than 200 lots must be constructed with at least two separate means of access directly to an arterial street, or indirectly through an existing subdivision. The Summit Ridge Villas development (phases I and II) contains less than 200 lots (194 lots / units); however, the overall Summit Ridge area has been subdivided into approximately 386 lots. These lots have one permanent / publicly accessible access point to an arterial street (Summit Ridge Drive). Summit Ridge Drive is a long, median-divided street that connects to Broadway Extension. Broadway Extension is a one-way road at that location. There are no other arterial street connections from this neighborhood at this time. The developer of Summit Ridge Villas (phase 1 – to the east) did not connect to the street stub to the south – at N. Lincoln Boulevard – when that phase was developed. A connection to the south to N. Oklahoma Avenue is proposed with this plat; however, this connection is shown to be with a private drive and not a public street. The development should connect to this street stub, with a public street connection, providing a secondary means of access to this area for all lots. This connection would lead to 7 additional connections with arterial streets (2 connections with Broadway Extension and 5 connections with E. Hefner Road).

Section 5.4.2.E.5 of the Subdivision Regulations indicates that private access drives shall not be named on plats, and that lots taking access from the private access drives shall be addressed off the approved street from which the private access drive extends. A variance was granted with the when the preliminary plat was approved to allow the private drives to be named. Sidewalks are required along private drives in accordance with Public Works requirements.

The size of the plat, 11.02 acres, requires approximately 0.35 acres of open space with 0.29 acres (12,480 square feet) devoted to recreational improvements (Section 5.12.2). The developer is providing approximately 1.78 acres of open space/common area for this development. Approximately 0.89 acres of the open space is outside of the private drives. The developer has indicated that they plan to provide picnic tables and park benches within Common Areas G thru J, which contains a total of 0.75 acres.

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. The connection to N. Oklahoma Avenue needs to be a public street connection that provides access to / from Trail Ridge Road / Keystone Road. This connection needs to remain open and not gated.
3. 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.



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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.*

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