



STAFF REPORT
The City of Oklahoma City
Planning Commission
March 9, 2023

Item No. IV. 4.

(C-7540) Final Plat of Bellarose, being a part of the Southwest Quarter of Section 3, Township 13 North, Range 4 West of the Indian Meridian, located north of NW 150th Street and east of N. MacArthur Boulevard. Ward 8.

I. GENERAL INFORMATION

A. Contacts

Dean Koleada, Civil & Environmental Consultants, Inc. 405-246-9411
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B. Case History

This is a new application. The preliminary plat for Bellarose was approved on December 8, 2022.

C. Reason for Request

The developer proposes a single-family residential development on this site.

D. Existing Conditions

1. Size of Site: 15.1742 acres

2. Zoning and Land Use

	Subject Site	North	East	South	West
Zoning	PUD-1898 R-1	R-1	PUD-706 (R-1, R-1ZL)	PUD-518 (R-1)	PUD-1651 (R-1, O-2)
Land Use	Vacant	Single Residence	Residences	Residences	Vacant

II. SUMMARY OF APPLICATION

The developer is proposing 59 single-family residential lots and 8 common areas on 15.1742 acres, yielding a gross residential density of 3.88 dwelling units per acre. Private drives, public water, and public sewer improvements are proposed. The site is currently zoned PUD-1898. PUD-1898 allows for development under the R-1 Single-Family Residential district. R-1 allows for 6,000 square foot minimum lot sizes with 50-foot minimum lot widths. Lots in this plat range in size between approximately 6,500 and 15,000 square feet.

Access to this development will be taken from one median-divided private drive connection with NW 150th Street. A street stub / private drive stub is provided to the property to the

north. A private drive stub is provided to the vacant property to the west. No connection is possible to the east due to the existing development in that direction.

A note is required on the final plat indicating that the maintenance of common areas, private streets/drives, islands, medians, and / or private drainage easements are the responsibility of the property owner's association. Signs are required to be posted in the subdivision indicating that the streets / drives are public and not maintained by the City of Oklahoma City. Sidewalks will be required per PUD-1898.

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. Deer Creek 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) 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) A Corps of Engineers 404 permit must be submitted with plans for any work contemplated within the floodplain, creek, or channel (waters of the United States) included in the case limits.
- 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) Amend Owner's Certificate and Dedication (2nd Paragraph on the submitted plat) to clarify that private streets and private drainage easements cannot be dedicated to the public.

“ _ _ _ and do hereby dedicate all streets and public utility easements as shown on said final plat to the public for use as private streets and private street right-of-way, and private drainage easements and public utility easements for their heirs, executors, administrators, successors, and assigns forever and shall cause the same to be released from all encumbrances so that is clear. All streets and drainage easements are private and are not dedicated to the public. The private streets _ _ _ ”

- l) Add Note 9 on the Final Plat (Page 2) to read:

“Maintenance of the common areas, private drainage easements, and islands/medians shall be the responsibility of the Property Owners Association. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that may cause a blockage of 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.”

- m) Define acronym A/E in the legend.
- n) Engineers / Developers will be contacting PW for a detention determination before they submit their Final Plat and Plans.
- o) 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) Existing 12-inch and 8-inch wastewater main(s) are 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) An off-site wastewater interceptor will be required to serve the proposed development and the particular drainage basin. The size, alignment, and other design factors shall be in accordance with current City Standard Specifications. The developer may make an application under Policy "B-1" program to the Oklahoma City Water Utilities Trust (WCWUT) for City participation of construction costs if an oversized sanitary sewer main is required to serve the drainage basin. Approval will be subject to funds available for improvements and will not be granted for oversized mains that are necessary to provide additional capacity for the proposed development(s).
- h) SD-2023-00005 has been submitted for approval.

2) Solid Waste Management

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

3) Water Availability:

- a) An existing 12-inch water main(s) is located adjacent to the subject site(s).
- b) A 12-inch water main is required to be looped through the development to provide adequate water supply and fire flow protection. Connection to two (2) separate active water mains is required to prevent partial or total shut-off of water supply when a pipeline failure occurs.
- 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) 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.
- e) 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.
- f) 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.
- g) 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).

- h) 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.
- i) Supply capacity for development is not guaranteed and will be reviewed at the time of review of construction documents.
- j) WA-2023-00005 has been submitted for approval.

9. Subdivision and Zoning

The design of this final plat conforms with the Subdivision Regulations as they relate to the access requirements for subdivisions with between 31 and 100 lots. The design also conforms with the requirements of PUD-1898 and the approved preliminary plat.

The final plat will need to contain notes indicating that the streets / drives are not constructed to public street standards and that the City of Oklahoma City is not responsible for maintaining the private access drives. Maintenance will be the responsibility of the property owners / property owner's association. Per Section 5.4.2.B.7 of the Subdivision Regulations indicates that a conspicuous sign shall be posted and maintained at all entrances to the subdivision stating: "Private roadway not maintained by the City of Oklahoma City."

During approval of the preliminary plat, the developer received a variance to Section 5.4.2.E.5 of the Subdivision Regulations allowing the private access drives to be named for addressing purposes.

The size of the plat, 15.1742 acres, requires 0.48 acres of open space with 0.18 acres (7,670 square feet) devoted to recreational improvements (Section 5.12.2). The developer is providing approximately 2.098 acres of open space/common area. A letter from the developer indicated that the development would contain amenities such as common parking areas, a clubhouse, putting green, pickle ball courts, and recreational facilities.

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. The plat notes should be updated to include language regarding the maintenance responsibilities of the property owner's association with respect to the private access drives.
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.

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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