



**The City of Oklahoma City
Planning Commission
STAFF REPORT
May 27, 2021**

(C-7304) Final Plat of Chisholm Pointe, being a part of the Southwest Quarter of Section 20, Township 13 North, Range 3 West of the Indian Meridian, located east of N. Pennsylvania Avenue and north of W. Hefner Road. Ward 2.

I. GENERAL INFORMATION

A. Contacts

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B. Case History

This is a new application. The Preliminary Plat for Chisholm Pointe was approved on December 10, 2020.

C. Reason for Request

The developer proposes a duplex residential development on this site.

D. Existing Conditions

1. Size of Site: 20.12 acres

2. Zoning and Land Use

	Subject Site	North	East	South	West
Zoning	PUD-1767 (R-3)	R-1	R-1, PUD-347 (C-3, O-2, R-4)	PUD-916 (R-1)	R-4
Land Use	Vacant	School	Residences, Vacant	Vacant / Oil and Gas	Multi-family Residential

II. SUMMARY OF APPLICATION

The developer is proposing 111 two-family residential lots (222 units) and five common areas on 20.12 acres, yielding a gross residential density of 11.03 dwelling units per acre. Private access drives, public water, and public sewer improvements are proposed. The site is zoned PUD-1767 which allows for development under the R-3 Medium Density Residential District regulations. R-3 allows for 5,000 square foot minimum lots for duplex lots (1 dwelling unit per 2,500 square feet). Lot widths for duplex lots are required to be 50 feet minimum. Lots in this plat range in size between 5,000 square feet and 8,500 square feet. Lot widths are 60-65 feet.

Access to this development will be taken from two private drive connections with NW 115th Street. NW 115th Street leads to a connection with N. Pennsylvania Avenue and a connection with N. Western Avenue. Several connections are also available through previous development onto W. Hefner Road. No street stubs are provided to the south, or west, or east with this development (there is a development to the east that did not allow for connection and a large drainage structure to the west that would not allow for connection).

A note on the plat indicates that sidewalks will be required along the private drives in the development. A second note indicates that the maintenance of the common areas, private drainage easements, and the private drives is the responsibility of the property owners and/or property owner's association.

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 ***
- 4. Information Technology/Geographic Support**

5. Parks and Recreation

Parks has no agreement in place for a private local park.

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.
- c) The drives shown are not built to public / private street standards with paving widths and right-of-way widths. All access drives need to be clearly marked on the plat as “private driveway” to reduce confusion in the future regarding maintenance responsibilities.

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) Flood study will be required to show no rise in FEMA A100 and the City of Oklahoma City A100 water surface elevation, compared pre-& post-development.
- e) The subject property is situated within a F.E.M.A flood plain. Therefore, the establishment of Minimum Finish Floor Elevation for each lot within the flood plain 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'. The Public Works Department 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 the 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 major or minor arterial.

- m) All private roads / streets will have private storm sewer systems.
- 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) Traffic Management *

8. Utilities

- a) Sanitary Sewer Availability: **SD-2021-00038**
- b) Existing 8-inch, 12-inch, and 30-inch sanitary sewer mains are adjacent to the subject site and a connection will be permitted in accordance with City Standard Specifications.
 - c) 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.
 - d) All sanitary sewer mains must have a minimum cover of 6 feet and a depth no greater than 18 feet.
 - e) 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.
 - f) No trees, signs, dumpsters, or fences within 10 feet of any existing or proposed sanitary sewer main.
 - g) All existing unnecessary sanitary sewer services must be abandoned at the sanitary sewer main.
 - h) Public sanitary sewer must be extended to serve the development.
 - i) Side lot easements adjacent to other lots must combine to equal a total of 20-feet.
- j) Solid Waste Management

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

- k) Water Availability: **WA-2021-00032**
- a) The subject site is adjacent to an 8-inch water main in the street right-of-way of NW 115th Street.
 - b) The developer will be required to extend a minimum twelve-inch water distribution, or larger, as recommended by the approved 2006 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 101 and 200 lots. The final plat design also conforms to the requirements the approved preliminary plat.

This subdivision is served by private access drives rather than private streets. Private access drives are required to be 24-feet wide for two-way traffic, per Section 5.4.2.E of the Subdivision Regulations. Private access drives are also public utility easements. The private drives shown on this plat are 24-feet wide and are marked as public drainage and utility easements. A variance was granted at the December 10, 2020 meeting to allow the private drives to be named, for addressing purposes. The private drives will be maintained by the property owners / property owner's association.

Section 5.4.2.E.4 of the Subdivision Regulations indicates that sidewalks shall be constructed in conjunction with private access drives in accordance with Public Works standards. PUD-1767 contains requirements for sidewalks for this development along the private access drives. The developer has indicated that they will construct the sidewalks to the required standard in PUD-1767.

As discussed by the Planning Department with the preliminary plat, the plat proposes 111 lots with 222 units. The zoning (PUD-1767) states the following: “provide two acres of common area within the development. The common area should retain existing mature trees when feasible and may contain amenities for residents. If existing trees are not retained, new trees shall be planted in the common area to achieve a ratio of one tree per 3,000 square feet of common area.” The proposed plat provides 3.2 acres of common area, with a majority (2.25 acres) being the private drives. The remaining 0.95 acres is spread out to the corners of the subdivision. Common Areas A, B, and D are located where the private drives dead-end. Common Area C is the largest at 0.36 acres and is the only one with trees to preserve. This common area appears to be for proposed detention facilities. The final plat should contain a note indicating that mature trees in the common areas are to be preserved whenever possible and that replanting is needed at a rate of one tree per 3,000 square feet when the mature trees cannot be preserved.

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.

The following changes are needed for this final plat:

- The private drives are labelled CA / PDA (Common Area / Private Drive Access). Just for clarification it should read Common Area / Private Access Drive – to be more consistent with previous projects, and to ensure that it is understood that the drives are private and not maintained by the City.

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. Ensure that the open space and tree preservation requirements of PUD-1767 are being met with the final plat and alter open space as required.
3. Next to or below the street names within the subdivision, include the following words: “private driveway”.
4. Add a note(s) to the plat regarding tree preservation and replanting requirements in common areas.
5. 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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