

Title 12

SUBDIVISION REGULATIONS¹

Footnotes - Click any footnote link to go back to its reference.

[Footnote 1:](#) Fees referenced in this title are on file in the offices of the community development department.

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Chapter 1

GENERAL SUBDIVISION PROVISIONS

12-1-1: SHORTTITLE:

This title shall hereafter be known as the *SUBDIVISION REGULATIONS OF THE CITY OF GLENPOOL, OKLAHOMA*, and referred to as "this title" herein. (Ord. 747, 11-14-2017)

12-1-2: PURPOSE AND INTENT:

The purpose and intention of this title is generally as follows:

- A. To provide for the physical development of the city in accordance with the comprehensive master plan and the major street and highway plan as officially adopted by the city and as amended from time to time.
- B. To provide for the most beneficial relationship between the development of land and building structures, and the circulation of vehicular traffic throughout the city particularly regarding, but not limited to, the following: avoidance of congestion of streets and highways; providing for the movement of traffic and pedestrians appropriate to the various uses of land being subdivided; and providing for the proper location and configuration of lot and block lines, street rights of way, building setback lines, and utility easements, and other considerations.
- C. To secure and provide for the proper arrangement and alignment of public or private streets or other types of trafficways in relation to existing or planned streets or to the comprehensive master plan as adopted by the city; for adequate and convenient vehicular traffic flow; utility extensions and associated service lines; adequate access for firefighting apparatus, police and other emergency vehicle operations; appropriate and adequately designed parking lots, parks and open spaces, light and air; and for the avoidance of congested population centers.
- D. To establish a subdivision process that is as expeditious, efficient, and the most cost effective as possible, while providing for the health, safety, convenience, and general welfare of the public.

- E. To ensure that proper legal descriptions, survey monumentation of land, and adequate and accurate records of the platting of real property subdivisions are kept in conjunction with the subdivision process adopted by the city.
- F. To ensure that public facilities and utilities are available that will have sufficient capacity to serve the proposed subdivision while providing for the orderly development of the community in general conformance with the comprehensive master plan adopted by the city.
- G. To consider the natural beauty and topography of the city and to encourage appropriate development with regard to all natural features existing on a particular property.
- H. To provide that the cost of improvements which primarily benefit the tract of land being subdivided and/or developed be borne by the owners and developers of the property without undue economic burden to the public. (Ord. 747, 11-14-2017)

12-1-3: JURISDICTION:

This title shall apply to the subdivision of all land within the corporate limits of the city as established by law now in effect or as may be amended from time to time. This title shall apply to the following forms of real property subdivision:

- A. The division of tracts of land into two (2) or more tracts, lots, sites, parcels, units, or title interests for the purpose of sale, lease, or development.
- B. The division of land previously subdivided or platted into tracts, lots, sites, parcels, units, plots, or title interests of five (5) acres or less in area.
- C. The creation, delineation, and dedication of any public or private street or alley rights of way and other forms of easements and reserve areas on, through, or being a part of any tract of land. (Ord. 747, 11-14-2017)

12-1-4: APPLICATION AND INTERPRETATION:

A. Conflicting Provisions:

- 1. Public Provisions: This title is not intended to interfere with, abrogate, or annul any other ordinance, rule, regulation, statute, or other provision of law. Where any provision of this title imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive shall control.
- 2. Private Provisions: This title is not intended to interfere with, abrogate, or annul any easement, covenant, or any other private agreement or restriction; provided, that where this title is more restrictive, or imposes higher standards or regulations than any such easement, covenant, or other private agreement or restriction, the requirements of this title shall control.
- B. Severability: If any part or provision of this title, or the application thereof, shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other part, section, clause, paragraph, portion, or provision of this title.
- C. Saving Clause: This title shall not be construed as abating any action now or pending under, or by virtue of, prior existing regulations, or as discontinuing, abating, modifying, or altering any penalty accruing or about to accrue, or as affecting the liability of any person, firm, or corporation, or as waiving any right of the city under any section or provision existing at the effective date hereof. Additionally, this title shall not be construed as vacating or annulling any rights obtained by any person, firm, or corporation by lawful action of the city, except as expressly provided for herein. (Ord. 747, 11-14-2017)

12-1-5: COMPLIANCE REQUIRED:

The regulation of the subdivision of land and the attachment of reasonable conditions of approval to any such subdivision of land is a valid exercise of the police power delegated to the city by the state of Oklahoma. The subdivider

has the duty to comply with said reasonable conditions established by the planning commission regarding the design, public dedications, improvements, and restrictive uses of the land so as to conform to the physical and economic development of the city as contemplated by the comprehensive master plan adopted by the city, and to the safety and general welfare of future owners of realty within the subdivided lands and the city community as a whole. (Ord. 747, 11-14-2017)

Chapter 2

RULES AND DEFINITIONS

12-2-1: RULES OF WORD CONSTRUCTION:

- A. For the purpose of this title, use of certain numbers, abbreviations, terms and words shall be interpreted and defined as set forth in this chapter. (Ord. 747, 11-14-2017)
- B. Unless the context clearly indicates the contrary, words used in the present tense include the future tense; words in the singular include the plural and words in the plural include the singular except where the construction of the writing indicates otherwise; the word "herein" means in this title; the word "this title" means these subdivision regulations. (Ord. 747, 11-14-2017)
- C. A "person" includes a corporation, a partnership, and an incorporation association of persons such as a club; "shall" is mandatory and not directory; "may" and "should" are directory and not mandatory; the "building" includes a "structure"; a "building" or "structure" includes any part thereof; "used" or "occupied" as applied to any land or building shall be construed to include the words "intended, arranged, or designed to be used or occupied". (Ord. 747, 11-14-2017)

12-2-2: DEFINITIONS:

ABUTTING: In addition to the customary meaning, abutting, for the purposes of notice, shall mean contiguous or separated therefrom only by a nonarterial street.

ALLEY: A public or private right of way primarily designed to serve as a secondary access to the side or rear of those properties whose principal frontage is on some other street right of way.

APPLICANT: The owner of land proposed to be subdivided or his representative. Consent shall be required from the legal owner of the premises for the purposes of any application submitted to the city under this title if said owner is not the applicant.

AS BUILT PLANS: See definition of Record Drawings.

BLOCK: A tract of land bounded by streets, or by a combination of streets, public parks, cemeteries, railroad rights of way, shorelines of waterways, or boundary lines of municipalities.

BOARD OF ADJUSTMENT: The board of adjustment for the city of Glenpool, Oklahoma.

BOND: Any form of security including cash deposit, surety bond, collateral, property, or instrument of credit in the amount and form satisfactory to the city of Glenpool. All bonds shall be approved by the city of Glenpool wherever a bond is required by this title.

BUILDING: Any structure built for the support, shelter, or enclosure of persons, animals, chattels, or movable property of any kind.

CAPITAL IMPROVEMENTS PROGRAM: A proposed schedule of all future projects listed in order of construction priority, together with cost estimates and the anticipated means of financing each project. All major projects requiring the expenditure of public funds, over and above the annual local government's operating expenses, for the purchase,

construction, major maintenance, or replacement of the physical assets of the community, are included in the capital improvements program.

CITY: The city of Glenpool, Tulsa County, Oklahoma.

CITY COUNCIL: The city council of the city of Glenpool, Oklahoma. See also definition of Governing Body.

COMPREHENSIVE MASTER PLAN: The master plan for the development of the city of Glenpool, prepared and adopted by the planning commission and approved by the city council of Glenpool, pursuant to Oklahoma state statutes, and submitted for review and approval of the applicable counties, including any part of such plan separately adopted and made a part thereof and any amendment to such plan or parts thereof.

CONSTRUCTION PLANS: The maps or drawings accompanying a preliminary and final subdivision plat and showing the specific location and design of public or private improvements to be installed in the subdivision in accordance with the requirements of the city of Glenpool as a condition of the approval of the final subdivision plat. See also definition of Record Drawings.

COUNTY: Tulsa County, Oklahoma.

CUL-DE-SAC: See definition of Street, Cul-De-Sac Street.

DEVELOPER: The owner of land proposed to be subdivided or the owner's representative. Consent shall be required from the legal owner of the premises if the owner is not the actual developer for the purpose of any application submitted to the city under this title.

DOUBLE FRONTAGE LOT: A situation in which a lot or parcel has access to public or private street rights of way on two (2) different streets that do not intersect.

EASEMENT: Authorization by a property owner for a general or specific use by other identified parties covering all, or any designated part, of a tract of land.

ENGINEERING DESIGN CRITERIA: The engineering standards and design criteria used in the design and construction of public and private subdivision improvements as adopted and as may be amended by the city of Glenpool. A short form of reference to the entire document entitled "Engineering And Design Criteria And Standards For Construction".

ESCROW: A deposit of cash or appropriate letters of credit placed with the city of Glenpool in lieu of amounts required to be secured by performance and/or maintenance bonds required to be posted by a subdivider or contractor. Upon receipt by the city of Glenpool, any such cash escrow funds shall be deposited and held in a separate account.

FINAL SUBDIVISION PLAT: The map, plan, or record of a subdivision of land and any accompanying material, document, or information as described in this title.

FLOODPLAIN: Areas adjoining the channel or course of water flow of a river, creek, stream, watercourse, lake, or any other body of standing water or areas which may from time to time be covered by stormwater runoff. The floodplain areas regulated by the city of Glenpool shall be those as described and delineated on maps produced by the federal emergency management agency (FEMA) and adopted by the city along with any other similar maps from various other engineering sources as may be located and maintained in the office of the city engineer and/or the city of Glenpool floodplain administrator.

FRONTAGE: That part of a lot or tract abutting a public or private street right of way or other public or private way that is regarded as the front of the property. Corner lots located at the intersection of two (2) streets shall typically be considered to have a primary frontage on one street and secondary frontage on the other for various access and building setback purposes.

FULL URBANIZATION: The total development and improvement anticipated within a defined area in accordance with the comprehensive master plan and other land use regulations adopted by the city of Glenpool.

GOVERNING BODY: The body of the local government having the power and authority to adopt ordinances (laws). Within the city of Glenpool, such governing body shall be the city council.

GRADE: The slope of natural ground surface or of a road, street, or public or private way specified in terms of feet/foot or percentage.

HEALTH DEPARTMENT: The agency designated by the city of Glenpool to administer the health regulations of the local and state governments and herein referred to as the Tulsa County health department or the Oklahoma department of environmental quality.

HIGHWAY, LIMITED ACCESS: A limited access highway shall be defined as a freeway or expressway providing a vehicular trafficway for through traffic. In respect such highways, owners or occupants of abutting property, as well as other persons, shall have no legal right to access to or from said highway except at such locations and in such a manner as may be determined by the public authority having jurisdiction over such trafficway.

IMPROVEMENTS: Clearing, disposal, grading, streets, sidewalks, water lines, sanitary sewer lines, stormwater management facilities, erosion control measures, and other utilities, structures, and features necessary to support any particular subdivision or development.

INDIVIDUAL SEWAGE DISPOSAL SYSTEMS: Shall include a septic tank and associated perforated lateral lines or any other sewerage treatment device or system that is an approved method of sewerage treatment and disposal for individual lots or tracts by the Tulsa County health department and the Oklahoma department of environmental quality (ODEQ).

JOINT OWNERSHIP: All owners of property, subdivisions, or developments and may be referred to as "constructive ownership" for the purposes of this title.

LOCAL GOVERNMENT: The city of Glenpool acting by and through its duly constituted boards, commissions, and bodies.

LOT: A tract, plot, parcel, or portion of a subdivision or other tract of land intended as a unit for the purpose, whether immediate or in the future, of ownership for building and similar development or improvement.

LOT AREA: The total area measured on a horizontal plane, included within the boundary of a lot, typically expressed in square feet or acres.

LOT, DOUBLE FRONTAGE: A double frontage lot shall mean a lot or tract that runs through a block from street to street and that abuts two (2) or more street rights of way that do not intersect; not including corner lots.

LOT, REVERSE FRONTAGE: A reverse frontage lot shall mean a lot that is designed to be developed with the rear yard abutting a major street, but with the primary means of ingress and egress provided on a minor street.

LOT SPLIT: A minor resubdivision of a previously subdivided property or tract of land. The planning commission may approve a lot split application that: creates not more than four (4) lots having frontage on an existing public or private street; does not involve the creation of any new street or roadway right of way or the extension of city facilities or the creation of any new public improvements; does not adversely affect the remainder of the parcel or adjoining property; and is not in conflict with any provision or portion of the Glenpool comprehensive master plan, the adopted major street and highway plan, city zoning ordinance, or this title.

MAJOR STREET AND HIGHWAY PLAN: A map and supporting documentation established and adopted by the city council illustrating and identifying all existing major streets and highways within the city along with the rights of way that will be required for future major street locations and alignments.

MAJOR SUBDIVISION: All subdivisions not classified as a minor subdivision including, but not limited to: a subdivision of four (4) or more lots; any size subdivision requiring any new street right of way or the extension of existing city or public

facilities; any subdivision that requires the creation of any public improvements; subdivisions that do not adversely affect the remainder of the parcel or adjoining property; and any subdivision not in conflict with any provision or portion of the Glenpool comprehensive master plan, the adopted major street and highway plan, city zoning ordinance, or this title.

MONUMENT: A survey type marker properly located as required in this title for the established location and identification on the land of reference points on the boundary of the subdivision and certain points within the subdivision including, but not limited to, the corners of blocks, lots, and various points along the centerline of street rights of way as set forth and specified herein.

OFF SITE IMPROVEMENT: A utility, structure, or modification of topography located outside the boundary of the tract or parcel of land to be subdivided.

OWNER: Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to or sufficient property interest in any land sought to be subdivided under this title.

PLANNED UNIT DEVELOPMENT: A type of development that is subject to jurisdictional approval under the zoning ordinance of the city of Glenpool and this title; a tract of land under single ownership or control; is based upon an approved development concept and plan permitting certain flexibility as specified in this title and the city engineering design criteria not otherwise available pertaining to the development standards and requirements for conventionally zoned and subdivided properties.

PLANNING COMMISSION: The planning commission for the city of Glenpool, Oklahoma.

PRIVATE IMPROVEMENT: Any street, utility main or service extension, stormwater management structure or other facility not provided by the city and which may or may not be required as a condition of approval of a subdivision or development by the city council.

PUBLIC IMPROVEMENT: Any street, utility main or service extension, stormwater management structure, or other facility for which the city may ultimately accept ownership and maintenance responsibilities by formal acceptance of same by the city council.

RECORD DRAWINGS: Those construction plans and specifications covering completed street, drainage, water line, sanitary sewer line, stormwater management improvements, or other public or private facilities constructed to support any particular subdivision development.

REGISTERED LAND SURVEYOR: A land surveyor properly licensed to practice land surveying in the state of Oklahoma.

REGISTERED PROFESSIONAL ENGINEER: An engineer properly licensed to practice engineering in the state of Oklahoma.

REQUIRED IMPROVEMENT: Any supporting improvement required by the city as a condition of approval of a subdivision plat and/or development.

RESERVE AREA: A tract of land within a subdivision plat that is created and set aside from sale or settlement for a specific purpose and is to be either privately owned or dedicated to the public.

RESUBDIVISION: A change in a map or plat of an approved and officially recorded subdivision to be required should such change affect: any existing street alignment or the configuration of any areas reserved thereon for public use; any lot orientation, size, or configuration; or such other change that would affect any map or plan previously recorded legally and shall be regulated by all current regulations and requirements in effect controlling any such subdivision or resubdivision of property.

RIGHT OF WAY: A strip of land occupied, or intended to be occupied, by a street, sidewalk, railroad, roadway, electrical and communication services, oil or natural gas pipelines, water lines, sanitary sewer lines, storm sewer related improvements, shade trees, or other similar uses. The use of the term right of way, for the purpose of subdividing land,

shall mean that every right of way hereafter established and illustrated on the final subdivision plat is to be separate and distinct from the lots or parcels adjoining such right of way and not intended within the dimensions or the areas of such lots, parcels, or blocks. Right of way intended for streets, sidewalks, water lines, sanitary sewer lines, storm sewer piping and structures, shade trees, or other similar uses involving construction and/or maintenance activities performed by a public agency shall be dedicated to the public ownership and use by the maker of the subdivision plat on which such right of way is established. All such dedications are subject to final approval and acceptance by the city of Glenpool as provided in this title.

ROADWAY CLASSIFICATIONS: A system established for the purpose of providing for the development of streets, highways, roadways, and rights of way within the city of Glenpool, and for the future improvement, reconstruction, realignment, and any necessary widening, including provisions for curbs and sidewalks, for each existing street, highway, roadway, and right of way as well as those rights of way located and dedicated on approved and recorded subdivision plats as designated on the major street and highway plan of the city of Glenpool and so classified herein. The classification of each street, highway, roadway, and right of way is based upon: its location in the respective zoning districts; its present and estimated future traffic volume; and its relative importance and function as specified in the comprehensive master plan of the city of Glenpool. The required right of way improvements shall be as set forth for each street classification designated on the major street and highway plan.

SALE OR LEASE: Any immediate or future transfer of ownership, or any possessory interest in land, including contract of sale, lease, devise, intestate succession, or transfer of interest in a subdivision of land or certain portion thereof, whether by metes and bounds description, warranty deed, contract, subdivision plat, survey, map, lease, devise, intestate succession, or other similar written document.

SETBACK: The minimum distance between a building structure and the street right of way line that is contiguous with the lot, tract, or parcel as specified in the zoning ordinance adopted by the city of Glenpool and this title and as illustrated on the final subdivision plat.

SKETCH PLAT: A sketch plan of a proposed subdivision prepared prior to the creation of the preliminary plat or that of a minor subdivision plat to enable the subdivider to gain insight from the city and other approving agencies as to the basic configuration of the subdivision and improvement requirements (both public and private) that will be expected to support proper development of the property.

STREET: A public or private right of way that provides the primary means of access to abutting property or serves as a thoroughfare for vehicular traffic, or both, but excludes alleyways. For the purpose of this title, the following definitions shall apply:

Arterial Street: A thoroughfare designated on the major street and highway plan which carries a significant portion of the interurban vehicular traffic at moderate speeds with limited traffic stops. Also see definitions of Primary Arterial Street and Secondary Arterial Street.

Border Street: A street located adjacent to a railroad, drainageway, park, open space area, or a limited access highway.

Commercial And/Or Industrial Collector Street: A trafficway that provides vehicular access to and circulation within commercial or industrial areas and also provides connections with major arterial streets or highways.

Commercial Business District Street: A trafficway that provides vehicular access to, and circulation within, the central business district of Glenpool.

Commercial/Industrial Street: A trafficway that provides vehicular access to, and circulation within, commercial and industrial developments.

Cul-De-Sac Street: A minor street with only one outlet and having a terminus designed for the safe and convenient reversal of traffic movement, including all emergency and service vehicles.

Limited Access Street: Any existing street to which the parcel or tract of land being subdivided abuts only along one side. Limited access streets are to be designed to separate and limit driveway access to lots or tracts fronting on arterial type streets.

Major Street: A highway, arterial, or collector street as illustrated on the Glenpool major street and highway plan.

Minor Street: A trafficway of limited length and not classified as a major street, arterial street, or highway, but provides direct access to abutting lots or tracts of land and also provides access to more heavily traveled streets.

Primary Arterial Street: A thoroughfare designated on the major street and highway plan that carries a portion of both intraurban and interurban vehicular traffic at a moderate rate of speed and having a limited number of traffic stops.

Residential Collector Street: A thoroughfare designated on the major street and highway plan that is intended to move vehicular traffic from minor streets to arterial streets, including the principal entrance and circulation street, or streets, within a subdivision development.

Secondary Arterial Street: A thoroughfare designated on the major street and highway plan that carries a significant portion of the interurban vehicular traffic and having a limited number of traffic stops.

Service Road And/Or Street: A minor street that is parallel and adjacent to a major street, trafficway, highway, or railroad right of way that provides vehicular access to abutting properties and provides protection from high volume through traffic.

SUBDIVIDER: Any person or entity who:

- A. Has a title interest in the land.
- B. Causes the land, directly or indirectly, to be divided into a subdivision.
- C. Directly or indirectly sells, leases, or develops, offers to sell, lease, or develop, advertises for sale, lease, or development, any interest, lot, parcel, site, unit, or plot within a subdivision.
- D. Engages directly, or through an agent in the business of selling, leasing, developing, or offering for sale, lease, or development any title interest, lot, parcel, site, unit, or plot within a subdivision.
- E. Is directly or indirectly controlled by someone who is in direct or indirect common control of any of the foregoing.

SUBDIVISION: Any land, vacant or improved, that is divided, or proposed to be divided, into four (4) or more lots, parcels, sites, units, plots, or any other forms of title interest for the purpose of offer, sale, or lease, for a term of ten (10) or more years and whereon, there is constructed permanent structural improvements, or other development improvements financed either on an installment plan or upon any and all other types of plans, terms, and conditions of financing including any resubdivision. The term subdivision also includes the division or development of residential property on properly zoned tracts or parcels and sold with title interest transferred by warranty deed, metes and bounds legal description, devise, intestacy, lease, map, plat, or other similar recorded instrument.

SUBDIVISION AGENT: Any person who represents or acts for or on behalf of a subdivider or developer in selling, leasing, or developing property or that offers to sell, lease, or develop any title interest, lot, unit, site, or plot within a subdivision, except an attorney at law whose representation of another person consists solely of rendering professional legal services.

SUBDIVISION PLAT: The final map or survey drawing on which the subdivider's plan or subdivision is presented to the planning commission and the city council for approval and which, if approved, may be submitted to the Tulsa County clerk for recording purposes.

SUBDIVISION REGULATIONS: The subdivision regulations adopted by the city of Glenpool, Oklahoma.

TECHNICAL ADVISORY COMMITTEE (TAC): A committee composed of public officials and private utility company representatives whose purpose is to review and study all subdivision plats, lot split proposals, and site plan applications and to make recommendations and findings to the planning commission and the city council concerning any proposed subdivision configurations, features, and provisions.

TEMPORARY IMPROVEMENTS: Those improvements constructed by the subdivider prior to or during construction of subdivision related public or private permanent improvements that may or may not be replaced or superseded by the permanent improvements.

ZONING ORDINANCE: The zoning ordinance adopted by the city of Glenpool, Oklahoma. (Ord. 747, 11-14-2017)

Chapter 3

ADMINISTRATION AND ENFORCEMENT

12-3-1: PLANNING COMMISSION AUTHORITY:

The city planning commission (hereafter referred to as "planning commission"), pursuant to the powers vested through 11 Oklahoma Statutes article XLV, does hereby exercise the power and authority to review, approve and disapprove survey plats for the subdivision of real property within the corporate limits of the city. (Ord. 747, 11-14-2017)

12-3-2: TECHNICAL ADVISORY COMMITTEE:

- A. Created; Purpose: There is hereby created a subdivision technical advisory committee (TAC). The TAC shall be responsible for collecting and coordinating review comments and requirements for application approvals, and shall make reports and recommendations to the planning commission pertaining to any particular application for the subdivision of land.
- B. Membership: The TAC shall be composed of representatives from departments, agencies, and offices involved in the subdivision process including, but not limited to, the following: city community development department including planning, engineering, water and wastewater, parks, and streets department, city police department, city fire department, city/county or state health departments, Glenpool school board, and all private utility suppliers and pipeline companies. The city planner, or the city planner's appointee, shall serve as the chairperson of the TAC and be responsible for calling meetings, the preparation of meeting minutes, and creating and maintaining the record of all TAC related proceedings.
- C. Meetings: The TAC shall schedule meetings prior to planning commission meetings and shall otherwise meet upon the call and notice issued by the chairperson. Schedules of all TAC regular meeting dates and cutoff dates for application submittals to be reviewed by the TAC will be posted and available in the offices of the city planning department and the city website (glenpoolonline.com).
- D. Duties: It shall be the responsibility of the TAC to meet together, upon notice given by the city planner and/or the chairperson, to review and study all applications for approval regarding preliminary subdivision plats, final subdivision plats, and all lot splits and to submit its findings and recommendations to the planning commission for their consideration. (Ord. 747, 11-14-2017)

12-3-3: ANNEXED PROPERTY:

For any land annexed within the corporate limits of the city which has been rezoned to a classification other than for agriculture (AG), no building permit shall be issued until that portion of the tract on which the permit is sought has been included within a subdivision plat or replat, as the case may be. Such subdivision plat shall have been submitted to, and approved by, the planning commission and city council and filed of record in the office of the Tulsa County clerk. The planning commission, upon a showing that the purposes of this title have already been achieved by a previously

approved subdivision or would not be achieved by a subdivision plat or replat, may, at its discretion, waive the requirement for a subdivision plat or replat. (Ord. 747, 11-14-20172)

12-3-4: INFORMATION PROVIDED ELECTRONICALLY:

All subdividers shall provide the city planning and engineering departments with electronic portable data files (PDF) regarding all drawings submitted for subdivision preliminary and final plat or lot split review along with PDFs depicting all public and private subdivision development improvement design documents which support any such subdivision plat or lot split application. (Ord. 747, 11-14-2017)

12-3-5: FEES:

All applications for preliminary subdivision plat, final subdivision plat, and lot split reviews shall be charged a fee for any such review and processing by the city planning department. (Ord. 747, 11-14-2017)

12-3-6: MODIFICATIONS:

- A. Authority; Restrictions: The design requirements set forth in this title may be modified by the planning commission where unusual topographic or other exceptional conditions exist that require such modifications, but only to the extent the planning commission determines that the purpose of this title may be better served by an alternate proposal or design. The planning commission shall not approve any modification to the procedural requirements of this title or other such modifications where the granting of such will be: detrimental to the safety, health, or general welfare of the public; injurious to other public or private property or improvements; or where the granting of such modification will diminish in any way the intent of this title, any governing underlying zoning requirements, or the comprehensive master plan adopted by the city.
- B. Conditions: In approving modifications to this title, the planning commission may require such additional or specific conditions as will, in its judgment, maintain and substantially secure the intent, objectives, standards, and requirements of this title.
- C. Request For Modification: A request for any such modification shall be submitted to the city planning staff at the time when the sketch or preliminary subdivision plat is submitted for consideration by the planning commission. The request for modification to this title shall state fully the desired modification and the grounds for such modification along with all supporting facts that may justify any such consideration by the planning commission.
- D. Approval: Any such modification may be granted only by the affirmative vote of a majority of the members of the planning commission and shall be subject to the subsequent majority vote regarding the approval of the subdivision plat and the dedications specified thereon by the city council. (Ord. 747, 11-14-2017)

12-3-7: AMENDMENTS:

For the purpose of providing for the health, safety, convenience, and general welfare of the public, the planning commission may, from time to time, recommend amendments to the provisions of this title. Public hearings on all such proposed amendments shall be held by the planning commission in a manner prescribed by law. The resulting recommendations of the planning commission regarding amendments to this title shall then be forwarded to the city council for consideration, final approval, and formal adoption by ordinance. (Ord. 747, 11-14-2017)

12-3-8: VIOLATION; PENALTIES:

Any person, firm, or corporation who shall violate any of the provisions of this title, or shall fail to comply therewith, shall, upon conviction, be guilty of an offense punishable as provided in section [1-4-1](#) of this code and as set forth in the municipal bond schedule adopted by the governing body as provided in section [1-11-19](#) of this code. Each day of such violation shall constitute a separate offense. In addition to the remedies provided herein, the city may institute any other action or proceedings at law to enforce this title. (Ord. 747, 11-14-2017)

Chapter 4

DEVELOPER AND CITY RESPONSIBILITIES

Subchapter 1: TRANSPORTATION RESPONSIBILITIES

12-4-1: RESPONSIBILITIES OF THE SUBDIVIDER OR DEVELOPER:

- A. *Responsibility for Transportation Improvements.* The subdivider or developer is responsible for all design, engineering, labor, and construction expenses for transportation related improvements required by:
 - 1. Title 12, as a requirement of the subdivision process, including the City Engineering Design Criteria.
 - 2. The recommendations of the major street and highway plan and any other regional transportation plans.
 - 3. The need for transportation improvements resulting from a site plan or any other development process described in Title 11.
- B. *Limitation.* The subdivider or developer is not responsible for improvements to the extent that this Subchapter specifically requires full or partial payment for transportation improvements by the City.
- C. *Transportation Improvements Required.* Except where limited in this Subchapter, the subdivider or developer is responsible for:
 - 1. Providing public streets, sidewalks, and, when applicable, trails, that comply with all City Engineering Design Criteria and requirements.
 - 2. Extending and connecting existing public streets, sidewalks, and, where applicable, trails, with existing or proposed streets, sidewalks, and trails.
 - 3. Providing all necessary property interests, including rights-of-way, and where necessary, easements, for proposed public streets, sidewalks, and trails.
 - 4. Providing reports and inspection results showing that proposed public streets, sidewalks, and trails will be, and were, constructed in accordance with all City Engineering Design Criteria and requirements.
 - 5. Providing the expansion or extension of public streets, sidewalks, and trails, as shown on approved City plans, particularly the major street and highway plan, and regional transportation plans, to serve future development.
 - 6. Providing for the initial operation, maintenance, and warranty of public streets, sidewalks, and trails.
 - 7. Providing fiscal security required to warranty the construction of the public streets, sidewalks, and trails.
 - 8. Complying with all requirements of the utility providers, including the City, with respect to utilities located adjacent to, or within, the public right-of-way.
- D. *No Other Dedication or Construction Required.* Nothing in this Subchapter is construed to require any dedication or construction that is not explicitly required by the standards of this Title or the City Engineering Design Criteria, the major street and highway plan, or any regional transportation plans.
- E. *Off-Site/Perimeter Road Improvements.*
 - 1. When a subdivision or development is proposed to be located adjacent to, or served by, a street that does not meet the minimum standards of the City for roadway construction, pavement design, pavement width, street drainage, or right-of-way width:

- a. The subdivider or developer shall provide improvements to the substandard street or intersections, as necessary to mitigate traffic impacts generated by the subdivision or proposed development, as set out in Section 12-4-3, *Street Improvements Required*. Required street improvements shall be established through the completion of a Traffic Impact Analysis (TIA) that meets the minimum standards specified in Section 12-4-4, *Traffic Impact Analysis (TIA)*.
- b. The City may, at its discretion, participate in the costs to oversize improvements by executing a Privately Financed Public Improvements (PFPI) agreement with the subdivider or developer.

2. Where a subdivision is adjacent to or served by an Oklahoma Department of Transportation (ODOT) highway, the City, in collaboration with ODOT, shall make a determination whether developer participation in the "fair share" cost of any improvements, or if the dedication of right-of-way or any other improvements, such as, but not limited to, drainage or utility relocation, is required. (Ord. 747, 11-14-2017)

12-4-2: ESSENTIAL NEXUS:

- A. *Support for New Development.*
 - 1. New development must be supported by adequate levels of transportation services, as required and defined in this Subchapter and as limited by Section 12-4-6, *Mitigation Limitations and Exemptions*.
 - 2. It is necessary and desirable to provide the dedication of rights-of-way and easements for capital improvements, as limited by Section 12-4-6, *Mitigation Limitations and Exemptions*, to support new development at the earliest stage of the development process.
- B. *Essential Nexus.* There is an essential nexus between the demand on public facility systems generated by a new development and the requirement to dedicate rights-of-way and easements and to construct capital improvements to offset such impacts.
- C. *Developer Obligations, Dedication, and Construction of Improvements.* The subdivider or developer shall dedicate all rights-of-way and easements necessary for public streets, sidewalks, and, where applicable, trails, to adequately serve a proposed development, consistent with the major street and highway plan, any regional transportation plans, and City Engineering Design Criteria, as limited by Section 12-4-6, *Mitigation Limitations and Exemptions*.
- D. *Timing of Dedication and Construction.*
 - 1. *Initial Provision for Dedication or Construction.*
 - a. The City shall require the submittal of a preliminary Traffic Impact Analysis (TIA) demonstrating that a proposed development can be adequately served by existing public facilities and services at the time for approval of the first development application that portrays a specific plan of development, or if off-site improvements, such as, but not limited to, a traffic signal or turn lane, will be required to adequately serve the development at an acceptable Level of Service.
 - b. As a condition of approval, the City may require the dedication of rights-of-way or easements and the construction of on- or off-site capital improvements to serve the proposed development, consistent with the major street and highway plan, regional transportation plans, or the TIA recommendations.
 - 2. *Deferral of Obligations.*
 - a. The obligations to dedicate rights-of-way or to construct improvements to serve a new development may be deferred until approval of a subsequent phase of development or development on the opposite side of a right-of-way, at the sole discretion of the City, upon written request of the subdivider or developer, or at the City's initiative.
 - b. As a condition of deferring the transportation obligations, the City may require that the subdivider or developer enter into a Privately Financed Public Improvements (PFPI) agreement in a form acceptable to the City Attorney.

c. The City Council reserves the right to specify the timing and sequencing or any other aspect of the deferred improvement, as a condition of the deferral of obligation.

E. Relief from Obligations for Substandard Boundary Streets.

1. In order to achieve proportionality between the demands created by a proposed development on existing transportation facilities and the obligation of the developer to provide adequate transportation facilities, as limited by Section 12-4-6, *Mitigation Limitations and Exemptions*, the City Council may elect to have the City participate in the cost of improving an existing substandard street.
2. At the discretion of City Council, the City may agree to relieve the developer of some portion of the obligations of improving the substandard boundary street in response to a petition for relief from a dedication or construction requirement by the subdivider or developer, as set out in Section 12-4-3, *Street Improvements Required*.
3. Consideration for relief from the obligations of the subdivider or developer shall be assessed by the City in accordance with Section 12-4-6, *Mitigation Limitations and Exemptions*.

F. Reimbursement Agreement. If public street improvements are designed and constructed by the initial subdivider or developer in accordance with the City Engineering Design Criteria, major street and highway plan or a regional transportation plan, the subdivider or developer may be eligible for reimbursement by adjoining property owners connecting to the public street improvements based on the ratio of the connector's linear front footage to the total linear footage of the public street improvements.

1. If the connecting property fronts on or is contiguous on only one side of the public street, the connecting property owner may be responsible for up to a 50 percent reimbursement of the construction cost for that frontage; or
2. If the connecting property fronts on or is contiguous on both sides of the public street, the connecting property owner may be responsible for up to a 100 percent reimbursement of the construction cost for that frontage.

In order to be eligible for reimbursement for transportation improvements, subdividers or developers must execute a Reimbursement Agreement in a form that is acceptable to the City Attorney and approved by the City Council.

G. Development and Public Improvement Agreements. The City Council, at its discretion, may approve a Privately Financed Public Improvements (PFPI) agreement or other form of agreement to share in the expense of essential public transportation improvements when the future needs of the public exceed the fair share requirements to provide public improvements to a specific development. (Ord. 747, 11-14-2017)

12-4-3: STREET IMPROVEMENTS REQUIRED:

A. Improvements Required. When a proposed plat abuts one side of an existing substandard street, or a future street designated on the major street and highway plan, the subdivider or developer is required to:

1. Dedicate adequate rights-of-way.
2. Improve streets, including appurtenant sidewalks, paths, bikeways, barrier-free ramps, stormwater drainage facilities, median openings, and left turn lanes, and ensure water quality by providing temporary (during construction) and permanent erosion control improvements and utilities to the City Engineering Design Criteria, and the criteria of the affected utility provider.
3. Construct or replace the street and appurtenant improvements to City Engineering Design Criteria, at no expense to the City.

B. Calculation of Cost.

1. The subdivider share for physical improvements to a substandard boundary street or a proposed street designated on the major street and highway plan is one-half of the pavement and right-of-way width of the street. The substandard street shall be designed in accordance with the City Engineering Design Criteria and the major street and highway plan requirements for the length of frontage adjoining the subdivision or development.

2. The subdivider share for physical improvements to a substandard street or a proposed street designated on the major street and highway plan, where a subdivision or development will be on each side of a substandard or a future street, is the full pavement and right-of-way width. The street shall be designed in accordance with the City Engineering Design Criteria where each side of the street adjoins both sides of the subdivision or development
3. The City may elect to participate in the cost of improving the substandard perimeter street or proposed street in excess of the developer's fair share obligations where such costs are not borne by another public entity, and in cases where the application of the standards of this Subchapter may result in a disproportional burden on the subdivision or development, as determined by the City Engineer and approved by the City Council.
4. The City Council may defer the initiation of required improvements, as set out in Section 12-4-2, Subsection D.2, *Deferral of Obligations*.

C. Improvements to Substandard Streets.

1. All substandard streets that border a subdivision or development shall be improved, or provisions shall be established for their eventual improvement to City standards.
2. If a subdivider or developer elects to widen the pavement of an existing street, the existing pavement shall be cut back a distance required by the City Engineer to assure adequate sub-base and pavement joint before additional paving material is installed.
3. If a subdivider or developer elects to improve the pavement of an existing street to meet current standards, the subdivider or developer shall be required to submit construction plans for such improvements and provide evidence as deemed to be sufficient by the City Engineer to demonstrate that the street meets City standards, before the City will consider accepting the improvements.
4. When a proposed subdivision or development abuts both sides of an existing substandard street, or a future street designated on the major street and highway plan, the subdivider or developer is required to complete all of the requirements listed above for each side of the street.

D. Existing Boundary Street Minimum Requirements. For existing boundary streets, regardless of their existing condition, the following minimum standards shall apply:

1. The subdivider or developer shall dedicate additional rights-of-way as necessary to complete the desired border street width from the desired street centerline to the final edge of right-of-way. Dedication of more than half this additional increment may be required, in some instances, to maximize use of the existing roadway or to ensure a consistent street alignment with a minimum of undesirable curvature.
2. If a subdivision or development includes no more than four lots, the subdivider or developer is only required to dedicate an amount of right-of-way necessary to improve the border street to City standards, but is not required to improve the street. (Ord. 747, 11-14-2017)

12-4-4: TRAFFIC IMPACT ANALYSIS (TIA):

A. Purpose. The purpose of a TIA is to:

1. Assess the effects of a proposed development on the existing and planned roadway systems.
2. Determine improvements necessary to mitigate negative traffic impacts from a proposed development.
3. Determine roughly proportionate responsibilities for the sharing of traffic mitigation expenses to be borne by the City and the subdivider or developer.
4. Ensure that the major street network for Glenpool is based on the operational values of Level of Service Category D, or better, as a minimum criterion for design purposes. Level of Service D is the industry standard for traffic operations that balances vehicle movement, impacts on neighborhoods, and expenses to developers and the public.

B. Applicability. A TIA is required to be submitted at the time of platting or site plan review only for developments that exceed any threshold described below. The City reserves the right to require a TIA for land developments that do not meet the threshold requirements but may impact a sensitive area with traffic issues or may be a known public concern.

1. Development that generates more than 100 Peak Hour Trips (PHT).
2. Development that generates more than 5,000 vehicle trips per day (VTD).
3. Development where more than 40 acres of property are involved and impacted by the development. Minor subdivisions or low intensity developments on larger parcels do not require a TIA.
4. Development that would result in an amendment to the major street and highway plan.
5. Land uses that have unusually high traffic generation, fleet vehicle characteristics, or involve special traffic design considerations, such as regularly occurring oversized, or slow moving, vehicles that require special traffic geometry designs.

C. Required Findings of a TIA. For purposes of enforcing the requirements in this Section, the TIA shall identify the following:

1. The existing, and known proposed, background traffic not created or associated with traffic generated by the proposed development.
2. The projected traffic volumes calculated to be present after a project is completed in the TIA study area.
3. Existing and anticipated traffic queues of vehicles stacking to make a traffic movement in the TIA study area.
4. Existing and anticipated trip distribution of the percentage estimates per turning movement from the proposed development.
5. A Trip Generation Summary, in tabular form, that summarizes existing and anticipated trip generation characteristics of a development for an entire day, including A.M. and P.M. peak periods, rates, units, and all assumptions used to calculate the number of anticipated trips.

D. TIA Responsibility. The primary responsibility for assessing the traffic impacts associated with a proposed development rests with the applicant. The City serves in a review capacity for this process. Both the City and subdivider or developer share responsibility to consider all reasonable solutions to mitigate transportation problems identified through the study process. The TIA must be prepared, signed, and sealed by a professional traffic operations engineer registered to practice in Oklahoma, with experience sufficient to assess traffic impacts.

E. TIA Scope Assessment.

1. Prior to the initiation of a TIA, the subdivider or developer and the representing engineer shall meet with the City Engineer to formally determine the scope of the TIA. The TIA scope will be sufficiently scaled to reflect the traffic impacts of the proposed use necessitating the TIA and shall include pedestrian and bicycle analysis.
2. Once the scope of the TIA is established, the City Engineer will formally stipulate the scope in writing.
3. The City Engineer reserves the right to expand or contract the TIA scope as additional details about the proposed use are ascertained, based on generally accepted traffic engineering practices.
4. If the TIA pertains to ODOT system highways, a representative from ODOT shall also be involved in the scope assessment and in the TIA approval process.

F. TIA Review. The TIA shall be reviewed by the City Engineer and any other necessary review authorities, including ODOT if the project is located on an ODOT system highway, and Tulsa County, when applicable. Review comments shall be provided to the applicant for response.

G. *City Assistance in Improvements.* During the course of making required traffic improvements identified through the TIA, the City, at its discretion, may elect to partner with the subdivider or developer and use its governmental powers to assist in the timely and cost effective implementation of improvements. Specifically, the City may agree to provide any of the following forms of assistance:

1. Acquisition of necessary rights-of-way and easements.
2. Relocation of utilities.
3. Obtaining approvals from Tulsa County or ODOT.
4. Entering into any legal agreement permitted by the statutes of the State of Oklahoma.

H. *TIA Revisions.* Periodic updates or revisions to the TIA may be required to address issues or identify changes to the Level of Service at study intersections and streets. These updates shall address modifications to the magnitude and timing of improvements recommended by the original TIA. Any TIA amendment must be acceptable to the City, and Tulsa County or ODOT, when applicable.

I. *Off-Site Improvements.*

1. Based on the TIA results and other instances where the City finds that public safety is at risk, the subdivider or developer may be required to make improvements to off-site streets and intersections to mitigate traffic impacts generated by the subdivision or development.
2. When off-site improvements are required, they shall be roughly proportional to the impact of the proposed subdivision or development.
3. The City may participate in the costs of oversizing public improvements with the subdivider or developer, subject to the City's cost participation policies and procedures.

J. *Construction Easements.* Temporary construction easements, in addition to rights-of-way, may be required when adequate width for street and/or utility construction staging is not available. The subdivider or developer is responsible for obtaining any required temporary construction easements. (Ord. 747, 11-14-2017)

12-4-5: MITIGATION AND ROUGH PROPORTIONALITY:

A. *Purposes.* One of the primary purposes of Section 12-4-4, *Traffic Impact Analysis (TIA)*, is to determine the roughly proportionate responsibilities for the sharing of traffic mitigation expenses to be borne by the City and the subdivider or developer, to implement:

1. The major street and highway plan and any applicable regional transportation plans.
2. City Engineering Design Criteria and the requirements of Title 12.
3. The funding of the required transportation improvements identified in Section 12-4-4, *Traffic Impact Analysis (TIA)*.

B. *Determination.* Minimum areas to be addressed in roughly proportionate determination include:

1. Right-of-way dedication for adjacent exterior streets.
2. Improvements to substandard transportation facilities.
3. Projecting and aligning streets to provide mobility and reduce traffic congestion.
4. Right-of-way dedication and the construction of streets identified in the major street and highway plan and any applicable regional transportation plans.
5. Upgrading existing traffic signals and/or installing new traffic signals or other traffic control devices to accommodate the growth of the City and the impacts of new development.

6. Adding acceleration, deceleration, or turn lanes where necessary to achieve the required Level of Service for new and existing development.

7. Any other improvements identified in the TIA.

8. Identifying the roughly proportionate costs of transportation improvements to be borne by the subdivider or developer and the City.

C. Phased Development. For phased development projects:

1. Implementation of the mitigation improvements must be completed no later than the completion of the project phase for which the TIA showed the improvements were required.

2. Plats for project phases subsequent to a phase for which a mitigation improvement is required may be approved only if the mitigation improvements are completed or bonded by the subdivider or developer.

D. TIA Recommendations. At the conclusion of the TIA, the report shall summarize all mitigation improvements identified in the TIA and the approximate cost of all such improvements including design, engineering, and construction.

Mitigation improvements that serve only the proposed development, such as, but not limited to, turn lanes or a traffic signal that facilitates egress into and out of the subject subdivision or development, but provides minimal or no benefit to the study area roadway network, shall not be included in the cost of the mitigation improvements.

E. Methodology. The methodology to be utilized to complete the TIA, and to review the findings and recommendations of the TIA, shall be as follows:

1. The maximum amount of improvements attributable to a development is roughly proportional to the demand created by the development. This value is determined by multiplying the following values:

a. Intensity of the development, using the independent variable identified in the Institute of Transportation Engineers (ITE) Trip Generation Manual, such as, but not limited to, the number of dwelling units in large residential developments; the peak average trips generated per 1,000 square feet of leasable floor area for larger scale developments that collectively have high traffic generating characteristics, such as a shopping center or large scale retail business; or large scale industrial or heavy commercial developments that typically utilize oversized vehicles and/or semi-tractor trailers on a daily basis;

b. Number of vehicles, using the peak hour trip generation rate for the applicable peak hour from the most current version of the ITE Trip Generation Manual;

c. Anticipated trip length to and from the development on the City's major street network, with a minimum value of one mile and a maximum value of 1.5 miles being applicable;

d. Special traffic characteristics, such as operations that require a significant number of slow-turning traffic movements by semi-trucks or other over-sized vehicles and therefore require special road geometry and traffic signal consideration, such as, but not limited to, oil-field service vehicles or fleet semi-tractor trailer service; and

e. Cost per vehicle-mile, using the average cost per vehicle-mile for the City to deliver a typical roadway capacity improvement project based on the current City Engineer estimates.

2. The Average Unit Price List and methodology shall be reviewed by the City Engineer annually to ensure that the Average Unit Price List and methodology are consistent with current costs and engineering assumptions.

F. Determining Value of Improvements. The TIA engineer for the subdivider or developer shall:

1. Utilize a methodology preapproved by the City Engineer to determine the maximum valuation of improvements that may be attributable to the proposed development.

2. Then compare the cost of the mitigation improvements to the maximum probable amount of improvements attributable to the development.

G. *Less Than or Equal.* If the valuation of the mitigation improvements is less than or equal to the maximum amount of improvements attributable to the development, then the mitigation improvements identified in the TIA are considered to be roughly proportionate to the impact of the development.

H. *Greater Than.* If the valuation of the mitigation improvements is greater than the maximum amount of improvements attributable to the development, then the mitigation improvements identified in the TIA are limited to an amount roughly equal to the maximum valuation of the improvements attributable to the development. (Ord. 747, 11-14-2017)

12-4-6: MITIGATION LIMITATIONS AND EXEMPTIONS:

A. *Limitations.* Limitations on traffic impact mitigation requirements include improvements that have been identified by the TIA and that are already planned and funded through a City or other public capital improvement project that exceeds the proposed traffic mitigation measures recommended in the TIA. In this case, such mitigation improvements are not required. To qualify for this exemption:

1. The capital improvement project must be planned to be awarded to a contractor for construction within one year following the completion of the development approval that required the improvement as a traffic mitigation improvement; and
2. Credit may only be provided for improvements that directly correlate to a proportionate percentage of the capital improvement.

B. *Determination of Waivers.* Traffic mitigation improvements may be waived if the City Council makes one of the following determinations:

1. A proposed development has an interconnected street system or is a mixed-use development and includes pedestrian facilities that will result in fewer trips than isolated, low-density subdivisions; or
2. A proposed development approved as a Planned Unit Development (PUD) will produce fewer and shorter trips than developments subject to conventional zoning. (Ord. 747, 11-14-2017)

Subchapter 2: UTILITY RESPONSIBILITIES

12-4-7: UTILITY RESPONSIBILITIES:

A. *Roughly Proportionate Fair Share.*

1. The roughly proportionate fair share utility obligations of the subdivider or developer are:
 - a. The full cost of all design, engineering, labor, and construction that is roughly proportional to the utility improvements required by the City Engineering Design Criteria, Title 12, and the criteria of each utility provider.
 - b. The provision of adequate levels of utility services to all developments, sites, subdivisions, and resubdivisions in compliance with all City Construction Codes.
2. Nothing in this Section shall be construed to require or to allow public improvements that are not explicitly required by the standards within this Code, City Engineering Design Criteria, applicable Building, Fire, and Life Safety Codes, and requirements of each utility.
3. The subdivider or developer is responsible for the roughly proportional cost of:
 - a. Phasing development improvements in order to ensure the provision of adequate utility services;
 - b. Extending public facilities, including any necessary on- and off-site facilities, to connect to existing utility facilities;

- c. Providing and/or procuring all necessary property interests, including rights-of-way and easements, for the utility facilities, whether on- or off-site;
- d. Providing proof to the City of adequate utility facilities;
- e. Providing for the operation and maintenance of the utilities, or providing proof that a separate entity will be responsible for the operation and maintenance of the utilities;
- f. Providing fiscal security required for the construction of the utility facilities;
- g. Obtaining approvals from all applicable utility providers, including the City; and
- h. Providing levels of utility services that meet all minimum utility standards that are roughly proportional to the demand generated by the development, as required by the City Engineering Design Criteria and all applicable Building, Fire, and Life Safety Codes.

B. Essential Nexus. There is an essential nexus between the demand on public facility systems created by a new development and the requirement to dedicate rights-of-way and easements and to construct capital improvements to offset such impacts.

C. Timing of Dedication and Construction.

1. Initial Provision for Dedication or Construction.

- a. The City shall require an initial demonstration that a proposed development shall be adequately served by public facilities and services at the time for approval of the first development application that portrays a specific plan of development.
- b. As a condition of approval, the City may require provision for the dedication of easements or rights-of-way for, and construction of, capital improvements to serve the proposed development, as required by the City Engineering Design Criteria and all applicable Building, Fire, and Life Safety Codes.

2. Deferral of Obligation.

- a. The obligation to construct one or more capital improvements to serve a new development may be deferred until approval of a subsequent phase of development, at the sole discretion of the City, upon written request of the subdivider or developer, or at the City's initiative.
- b. As a condition of approving a deferral, the City may require the subdivider or developer to enter into a deferral agreement in a form acceptable to the City Attorney.
- c. The City Council reserves the right to specify the timing and sequencing or any other aspect of the deferred improvement, as a condition of the deferral of obligation.

D. Roughly Proportionate Fair Share Responsibility When Adjoining Substandard or Nonexistent Utility Facilities.

- 1. When a proposed development abuts property with existing substandard utilities or no utilities, the subdivider or developer is required to provide a roughly proportional share of the utility facilities to adequately serve the proposed development in accordance with the City Engineering Design Criteria and all applicable Building, Fire and Life Safety Codes, at no expense to the City.
- 2. If an adjoining property with substandard or nonexistent utilities is identified as a capital improvement project related to water or wastewater, the roughly proportionate responsibilities of the subdivider or developer may be affected, as set out in Subsection F, *Relief from Obligations*, below.

E. Calculation of Cost. The subdivider or developer's responsibility to improve any substandard utilities or to extend utilities may include the complete cost of the required improvements, to achieve a Level of Service to adequately serve the proposed development to the standards and requirements of this Title and the City Engineering Design Criteria.

F. Relief from Obligations. The City Council, at its discretion, may grant relief from the roughly proportionate fair share utility obligations and responsibilities of a subdivider or developer if the City Council finds that the required improvements:

1. Would complete, or facilitate the completion, of a capital improvement project that is under construction or that has been funded by the City.
2. Would result in the subdivider or developer paying more than a roughly proportional share of the cost of the improvements, as determined by the City Engineer and Community Development Director.
3. Are necessary to address a significant public health, safety, or economic development issue; or
4. Are specified in an approved utility plan or capital improvements program.

G. Privately Financed Public Improvements (PFPI) Agreement.

1. If water and/or sanitary sewer infrastructure will be constructed by the initial developer in accordance with the City Engineering Design Criteria, the subdivider or developer may be eligible for reimbursement by adjoining owners connecting to the public utilities based on the ratio of a connector's linear front footage to the total linear footage of the infrastructure.
 - a. If the connecting property fronts on or is contiguous on only one side of the subject infrastructure, the connecting property owner may be responsible for up to a 50 percent reimbursement of the construction cost for that frontage.
 - b. If the connecting property fronts on, or is contiguous on both sides of the subject infrastructure, the connecting property owner may be responsible for up to a 100 percent reimbursement of the construction cost for that frontage.
2. In the event that an adjoining property desires to connect to utility infrastructure that is not contiguous or does not front on right-of-way or an easement where water and/or sanitary sewer infrastructure was constructed by the initial developer:
 - a. The City Engineer must determine if the subdivision plat for the initial developer would require less capacity than projected in the initial developer's PFPI Agreement.
 - b. If the City Engineer determines that less capacity is required, then the construction cost to be reimbursed to the initial developer shall be adjusted based on the projected capacity required by the connecting subdivision plats, excluding the property that did not connect to the utility. The reimbursement amount for the remaining properties not yet connected shall not be changed from the amounts shown in the PFPI Agreement as a result of this event.
3. In order to be eligible for reimbursement for connections to public water and/or sanitary sewer improvements, subdividers or developers must execute a PFPI Agreement in a form that is acceptable to the City Attorney and approved by the City Council.

H. Subdivider or Developer Extension of Utility Services. All utility services shall be extended by the subdivider or developer as set out below:

1. Extension of all utility lines shall be made along the entire frontage of the subdivision or development adjacent to a street or right-of-way, per the City Engineering Design Criteria or the criteria of the affected utility.
2. If the subdivision or development is not adjacent, or natural or man-made constraints preclude the extension of utilities along public rights-of-way, the subdivider or developer, in consultation with the City Engineer or an agent from the affected utility, may consider an alternative location for utilities, provided that the alternative method will facilitate the future extension of the utilities and development of all adjoining properties.
3. If natural or man-made constraints, or other engineering considerations, prevent the extension of utilities to adjoining properties, the City Manager, in consultation with the City Engineer or an agent from the affected utility, may waive

the requirement to extend utilities to such a property, and may dead-end a utility in accordance with generally accepted engineering and utility practices and all applicable Building, Fire, and Life Safety Codes.

I. City Utility Extension and Connection Responsibilities.

1. Except when expressly stipulated in conjunction with an annexation, the City is not obligated to extend water or sanitary sewer lines to provide services at the expense of the City.
2. The City may allow subdividers, developers, or property owners to tie onto existing City water and sanitary sewer mains when they bear the expense of extending the service line to their property. Any property within 500 feet of a City sanitary sewer main shall tie into such main at the sole expense of the subdivider, developer, or property owner so that the property will utilize a public sanitary sewer collection system rather than individual private sewerage treatment facilities.
3. Requests for a utility connection shall be made to the City Engineer. Requests that are denied may be appealed to the City Council.
4. The City shall not require any use, lot, or acreage, in existence prior to its annexation into the City, to connect to a public or private water system unless the City determines that a connection is necessary to:
 - a. Prevent destruction of property or injury to persons.
 - b. Remove or mitigate a public nuisance.
 - c. Satisfy applicable Building, Fire, or Life Safety Codes related to the storage or use of hazardous substances or processes.
5. If the City determines that a utility connection is necessary, the City shall:
 - a. Provide due notice to the affected property owner.
 - b. Allow the owner up to one year from the date of the City's initial notice to make the required service connection.

J. Required Excess Capacity.

1. Where the size of water or sanitary sewer lines required to meet the ultimate requirements of the City is larger than the minimum size of line needed to comply with the obligations of the subdivider or developer, the City may enter into a Privately Financed Public Improvements (PFPI) agreement with the developer for excess capacity.

The City shall provide reimbursement to the subdivider or developer for required excess capacity based on the difference between the cost of the minimum line required to be installed and the cost of installing the line size requested by the City. (Ord. 747, 11-14-2017)

Chapter 5 **SUBDIVISION PLATS AND PROCEDURES**

12-5-1: APPLICATION PROCEDURES GENERALLY:

The procedure for processing a subdivision plat under this title is shown in section [12-9-1](#), figure 1 of this title. A detailed written description of this process is included in this chapter. (Ord. 747, 11-14-2017)

12-5-2: SKETCH PLAT:

- A. Before preparing the preliminary subdivision plat for a proposed subdivision, the subdivider is required to prepare a subdivision sketch plat following a preliminary project conference with city community development and planning staff

members. During this preliminary meeting, the subdivider will be advised of or provided with the following items and information:

1. Identification of all required city approvals and the procedures for obtaining those required approvals related to the overall processing of a subdivision plat;
2. Relevant provisions of the city comprehensive master plan, city zoning regulations, this title, engineering design criteria and standards, landscaping requirements, and other development related regulations that may apply;
3. Requirements as to the general layout of streets; the reservations of land for uses such as parks, floodplains, and open spaces; street improvement design issues; stormwater management considerations; public water and sewerage service requirements, fire protection, and other similar matters that may apply;
4. The determination of the availability and location of existing public and private utility services needed to provide adequate service to the proposed subdivision;
5. Where appropriate, the proposed subdivision shall also be discussed with those other city officials and departmental staff that will be involved with the approval of the various aspects of the subdivision plat and related improvements pertaining to their jurisdiction.

B. The following procedures must be followed in the processing of a subdivision sketch plat:

1. A minimum of two (2) paper copies and an electronic copy (PDF) of any subdivision sketch plat; a fully completed subdivision plat review application as found on the city website (glenpoolonline.com); any required processing fee; and shall be submitted to the city community development or planning staff at least ten (10) working days prior to the next scheduled meeting of the technical advisory committee (TAC) in compliance with the submittal cutoff dates posted in the annual city planning department processing calendar as also found on the city website (glenpoolonline.com).
2. The city planning staff shall transmit the subdivision sketch plat documents as submitted by the developer electronically to members of the TAC and the appropriate city officials or other governmental agencies for review.
3. The TAC members shall review the submitted subdivision sketch plat and shall either meet in the form of an actual TAC meeting at the city community development department in accordance with the published meeting dates or such members shall forward to the city community development and planning staff electronically any comments, considerations, or requirements they may have regarding the intent of the subdivider's plan to develop the subject property. At the discretion of the community development department staff, it shall be determined whether a formal meeting of the TAC is necessary as a result of the TAC review by individual members and the review of any other public or private entities having interest in the project.

The city community development department shall prepare a formal staff report for the project which shall include and list all comments, requirements, and recommendations resulting from city staff and TAC review and shall forward said report to the city planning commission (planning commission) to be presented by the subdivider and city planning staff at the next regularly scheduled public meeting.

4. Prior to the scheduled planning commission public meeting, the planning commission members shall independently review the proposed subdivision sketch plat in consideration of all city community development and planning staff and TAC recommendations and requirements. Any additional considerations or recommendations arising from the subdivision sketch plat review by the planning commission members independently shall be discussed in detail at the planning commission meeting. After review and discussion of the subdivision sketch plat, along with the recommendations and reports of the city community development and planning staff and the TAC, the planning commission shall advise the subdivider of any specific changes or additions that will be required in the layout, character, and extent of required improvements, and any additional reservations and considerations that will be required as prerequisite to any preliminary and final approvals of the subdivision plat. The planning commission may also require additional changes to the proposed subdivision in later stages of the review and approval process as a result of further study and after the review of the elements of the proposed preliminary and final subdivision plats.

5. The planning commission shall formally approve or disapprove the subdivision sketch plat by open vote, taking into consideration the community development and planning staff requirements, TAC recommendations and requirements, any additional planning commission comments and requirements, and any other matters relevant to the proposed subdivision.
6. All city staff review comments and requirements, TAC review and comments, and any additional comments and requirements arising from the planning commission approval shall be identified and listed in a final report prepared by city planning staff and issued to the subdivider. The subdivider shall be expected to address all listed comments, recommendations, and requirements in the preparation and development of any future preliminary and final subdivision plats required for the proposed project. (Ord. 747, 11-14-2017)

12-5-3: PRELIMINARY PLAT AND PRELIMINARY INFRASTRUCTURE CONSTRUCTION DOCUMENTS:

- A. Application And Processing Procedures And Requirements: The following procedures must be followed in the processing of a preliminary subdivision plat and preliminary infrastructure construction documents that are required to support the development of the project: The subdivider shall submit to the city community development and planning department a preliminary subdivision plat for approval. Such application submittal shall include a minimum of two (2) paper copies and one electronic (PDF) copy of the preliminary subdivision plat and the preliminary construction documents covering all infrastructure improvements required to support the project. The preliminary subdivision plat submittal shall:
 1. Be accompanied by a fully completed application form obtained from the city website (glenpoolonline.com) and shall include the associated processing fee; a list of all abutting property owners of record as listed in the office of the county clerk that has been compiled by a fully bonded abstract and title company; and a minimum of two (2) paper copies and one electronic (PDF) copy of the preliminary construction documents covering the public and private infrastructure improvements necessary to support the project;
 2. Comply with, and have incorporated, all aspects and conditions of approval with regard to the subdivision sketch plat previously submitted, reviewed, and approved for the project;
 3. Be submitted to the community development department and planning staff at least ten (10) working days prior to the next regularly scheduled TAC meeting. Such application shall be in compliance with the submittal cutoff dates posted in the annual city planning department processing calendar as found on the city website (glenpoolonline.com).
- B. Review Of Plat And Documents:
 1. Upon receipt of the preliminary subdivision plat and preliminary infrastructure construction documents, the community development department and planning staff shall:
 - a. Electronically transmit the preliminary subdivision plat and preliminary infrastructure construction documents to members of the TAC and any other appropriate city departments, private utility supplier officials, or governmental agencies for review and comment.
 - b. Perform an on-site study of the area being platted and improved.
 - c. Review the preliminary subdivision plat for conformance with the comprehensive master plan, zoning ordinance requirements, this title, any applicable planned unit development (PUD) conditions, any previous city board of adjustment actions, and the recommendations and conditions of approval of the subdivision sketch plat. Upon these reviews, the community development and planning staff shall prepare a preliminary staff report. This report shall include specific recommendations on any modifications to, or waivers from, this title as may be requested by the subdivider.

- d. Send written notice of the preliminary subdivision plat application to all abutting property owners, as supplied by the subdivider, at least ten (10) days prior to the planning commission meeting where the preliminary subdivision plat application is to be reviewed in a public hearing.
- 2. The preliminary infrastructure construction documents submitted at the time of application for approval of the preliminary subdivision plat shall be forwarded to the following internal city departments and/or public and private utility suppliers and agencies as applicable:
 - a. The city community development, engineering, and water and wastewater departments shall review the preliminary construction documents submitted covering public infrastructure improvements pertaining to overland drainage, storm sewers, stormwater management facilities, streets, sidewalks and pedestrianways, in accordance with the engineering design criteria adopted and enforced by the city.
 - b. The city community development, engineering, and water and wastewater departments shall also review the preliminary water and sanitary sewer improvement plans necessary to provide public services to the project site in accordance with the engineering design criteria adopted and enforced by the city.
- 3. The TAC shall review the preliminary subdivision plat and any applicable portions of the preliminary public infrastructure construction documents and shall identify any specific desired modifications and recommendations.
- 4. The planning staff shall develop and submit a staff report containing all recommendations and requirements resulting from city community development, planning, engineering, and water and wastewater department staff review, along with those resulting from the TAC review to the planning commission to be presented at the next regular scheduled public meeting.

C. Hearing And Approval:

- 1. Notice Of Hearing: The planning commission shall hold a public hearing regarding the approval of the preliminary subdivision plat. Notice of such hearing shall be given to all abutting property owners and to the subdivider by mailing a written notice to each at least ten (10) days prior to the planning commission hearing.
- 2. Approval Or Disapproval Of Plat:
 - a. After the planning commission has reviewed the preliminary subdivision plat document; the report and recommendations of the community development, city planning and other city staff; the listed TAC comments; other municipal department recommendations; any public testimony; and other exhibits that may be presented by the subdivider at the hearing, the planning commission shall approve, conditionally approve, or disapprove the preliminary subdivision plat at such hearing or within thirty (30) days (including the hearing date) after the date the hearing was held and closed. If the preliminary subdivision plat is disapproved, the reasons for disapproval shall be recorded in the hearing proceedings and minutes.
 - b. Subsequent to the close of the hearing, the city planning staff shall advise the subdivider in writing of all modifications and/or additions required as conditions of any approval that may have been granted by the planning commission or a listing of the reasons for disapproval. One copy of the proposed preliminary subdivision plat, as was acted upon by the planning commission, shall also be returned to the subdivider including the date of such approval, conditional approval, or disapproval.
 - c. If preliminary subdivision plat approval granted by the planning commission required a modification to any requirements of this title, the reasons therefor shall be noted in the record of the planning commission hearing proceedings.
 - d. If the preliminary subdivision plat is approved with conditions, the planning commission may require the subdivider to submit a revised preliminary plat reflecting and/or incorporating any or all such conditions of approval prior to proceeding with the development of a final subdivision plat.
 - e. One copy of the proposed preliminary subdivision plat, as acted upon by the planning commission, with the date of approval, conditional approval, or disapproval, along with the reasons therefor, shall be retained in the files of

the city planning staff for future city and public reference.

D. Approval Period: The approval of a preliminary subdivision plat shall be effective for a period of one year from the date of approval or conditional approval by the planning commission unless otherwise specifically applied for and approved by the planning commission. Any request for an extension of time received before the end of the one year approval period will require both planning commission and city council approval. Any preliminary subdivision plat not receiving final subdivision plat approval within the one year approval period or within any extensions of time that have been approved by the planning commission and city council shall become null and void.

E. Compliance With Provisions: All final subdivision plats shall conform to the existing regulations applicable at the time of approval of the preliminary subdivision plat unless modifications to, or deviations from, those regulations have been previously granted by the planning commission and city council. (Ord. 747, 11-14-2017)

12-5-4: FINAL CONSTRUCTION DOCUMENTS:

The subdivider shall submit a minimum of three (3) copies of the final construction documents covering all proposed infrastructure improvements (public or private) that have been conditionally approved by all city and private utility supplier agencies to the city community development department prior to submitting an application for approval of the final subdivision plat. The construction documents shall be submitted in the form and content as required in [article A of this chapter](#). (Ord. 747, 11-14-2017)

12-5-5: FINAL PLAT:

A. Application For Approval: Following approval of the preliminary subdivision plat by the planning commission, the subdivider shall file with the city community development and planning department staff an application for approval of the final subdivision plat. The application for approval of the final subdivision plat shall:

1. Be accompanied by: a fully completed application as found on the city website (glenpoolonline.com) including all associated processing fees as established by the city; a list of all abutting property owners of record as listed in the office of the county clerk that has been compiled by a bonded abstract and title company; and a minimum of three (3) copies of the final infrastructure construction documents covering all required public and private infrastructure improvements to support the subdivision site as approved by the appropriate city community development departments.
2. Be accompanied by a minimum of five (5) paper copies of the final subdivision plat as described in this title.
3. Be submitted to the city community development and planning departments at least ten (10) working days prior to the next TAC meeting in compliance with the submittal cutoff dates posted in the annual city planning department processing calendar found on the city website (glenpoolonline.com).
4. Comply in all respects with the preliminary subdivision plat and all associated conditions of approval as was approved and stipulated by the planning commission.

B. Review And Recommendations:

1. The city planning staff shall transmit the final subdivision plat and final infrastructure construction documents to members of the TAC, all appropriate city departments, and any other public or private utility supplier officials or agencies for review.
2. The city planning staff shall review the final subdivision plat for compliance with the preliminary subdivision plat and all associated conditions of approval as was approved and specified by the planning commission.
3. The TAC shall review the final subdivision plat and associated public infrastructure construction documents and make any final recommendations or requirements to the planning staff at the next regularly scheduled TAC meeting.

4. As a result of city planning, engineering, and water and wastewater staff review and conditional approval of the submitted final subdivision plat and the conditional approval of final public infrastructure construction documents supporting the development site, the city planning staff shall make an approval recommendation to the planning commission listing any required final modifications resulting from said city staff and TAC review only if:
 - a. There has been compliance with all conditions, restrictions, and requirements of this title and all other applicable regulations or laws.
 - b. All conditions attached to the approval of the preliminary subdivision plat have been addressed and/or complied with.

C. Planning Commission Review And Determination:

1. The city planning staff shall submit the final subdivision plat for final approval by the planning commission.
2. The planning commission shall, at the next regularly scheduled meeting or within thirty (30) days thereafter:
 - a. Review the final subdivision plat and the report of the community development and planning department staff.
 - b. Approve the final subdivision plat if the conditions of approval of the preliminary subdivision have been met; approve the final subdivision subject to any final conditions recommended as may be specified by the city planning staff; or disapprove the final subdivision plat and state, in detail in the record of the meeting, all reasons for disapproval.
3. The requirement for approval and certification as to the completion of the required public infrastructure improvements in accordance with the approved final construction plans shall be received by the planning staff in the form of release letters from the applicable city departments or agencies as required in this title prior to approval of the final subdivision plat.

D. Endorsement Of Approval On Final Plat:

1. No final approval shall be endorsed by the city planning commission or the city council on the face of the final subdivision plat until all requirements of the final plat approval process have been met.
2. When the subdivider has chosen to install all public infrastructure improvements prior to endorsement of the final subdivision plat by the city planning commission and city council, such final plat approval shall not be endorsed on the final subdivision plat until such time as all required public infrastructure improvements have been satisfactorily completed, accepted by the city for ownership and maintenance purposes, and all required maintenance bonds have been submitted to and accepted by the city council.
3. When the subdivider has chosen to guarantee construction of all public infrastructure improvements by issuing required performance bonds, letters of credit, or other securities satisfactory to the city prior to the actual construction of those improvements, the final subdivision plat may be endorsed by the city planning commission and city council after such time as said bonds, letters of credit, or other securities have been formally approved and accepted by the city council.
4. The parties responsible for endorsing city approval on the face of the final subdivision plat shall be as follows:
 - a. The city manager or the authorized designee of the city manager;
 - b. The city planning commission chairperson or vice chairperson so authorized to sign for such chairperson; and
 - c. The mayor of the city upon approval of the city council.
5. The format of the endorsements placed on the face of the final subdivision plat shall be as specified in section 12-9-2, figure 2 of this title.

E. Filing Final Plat: The approved and fully executed original final subdivision plat shall, after being endorsed by all required officials as described in this title, be filed in the office of the Tulsa County clerk by the subdivider.

F. Distribution Of Final Plat: After the final subdivision plat has been endorsed by all the required city officials as described in this title and filed of record with the Tulsa County clerk's office, the city planning staff shall distribute certified copies, supplied by the subdivider, to the appropriate city officials, agencies or departments. The remaining signed and certified copies shall be returned to the subdivider. (Ord. 747, 11-14-2017)

12-5-6: PLANNED UNIT DEVELOPMENT (PUD):

The subdivision platting of a Planned Unit Development (PUD) project shall proceed in accordance with this Title and the PUD requirements set out in Title 11, Chapter 3, Subchapter 4, *Planned Unit Development (PUD)*, and the procedures set out in Title 11, Sections 11-9-9, *Conceptual Development Plan (CDP) for a PUD*, 11-9-10, *Preliminary Development Plan (PDP) for a PUD*, and, 11-9-11, *Final Development Plan (FDP) for a PUD*. Subdivision plats may be filed concurrently with PDP and FDP applications but may not be approved until the PDP and FDP have been approved by City Council. Applicants filing plats concurrent with PDP and FDP applications automatically consent to the waiver of all statutory subdivision plat review and approval deadlines by virtue of the fact that zoning approval must precede plat approval. The approval of a PUD, as required by Title 11 and this title, shall be noted and documented on the face of the final subdivision plat and officially made a part thereof. Minor and Major PUD amendments, as set out in Title 11, shall require corresponding amendment to Preliminary and Final Plats to coincide with the PUD amendment. (Ord. 747, 11-14-2017)

ARTICLE A. DOCUMENT SPECIFICATIONS

12-5A-1: PLATTING ACCURACY:

Plat documents shall be prepared with the following accuracy standards:

A. Sketch Plats: Subdivision sketch plats shall be prepared electronically to the scale specified herein and made available in PDF format.

B. Preliminary Plats: Preliminary subdivision plats shall be prepared electronically to the scale specified herein and made available in PDF format. Graphic and dimensional accuracy shall be such that the location and boundary dimensions of lots, blocks, perimeter property boundary lines, utility, drainage, and access easements, building lines, and other facilities and features shall be determined to the nearest one-hundredth foot (0.01').

C. Final Plats: Final subdivision plats shall be prepared electronically with a minimum linear boundary closure of one to twenty thousand (1:20,000) or in compliance with required accuracy of urban surveys as specified by the Oklahoma state board of licensure for professional engineers and land surveyors and shall be made available in PDF format. The following information shall be submitted and placed on the final subdivision plat:

1. Traverse and coordinate data used to determine the subdivision plat perimeter boundary along with notations regarding all corner monumentation found or set.
2. The computation of all distances, angles, and courses that are shown on the final subdivision plat or those measured in the field and used for dimensional positioning instead of computed data.
3. The final subdivision plat shall reference all adjacent and internal section subdivision corners with distance and bearing calls from the boundary monumentation to such section division reference corners on the face of the plat along with a basis of bearing used for the angular orientation of the boundary of the tract being subdivided.
4. All existing monuments or other boundary evidence found on the ground used to determine the boundaries of the final subdivision plat shall be clearly shown and described. (Ord. 747, 11-14-2017)

12-5A-2: SKETCH PLAT:

- A. The subdivider is encouraged and, at the option of the city, may be required to submit a subdivision sketch plat (see section [12-9-3](#), figure 3 of this title) and to receive comments and recommendations from the technical advisory committee (TAC), city planning staff, and in some instances the planning commission that will facilitate processing of the resulting preliminary subdivision plat.
- B. The subdivision sketch plat shall be drawn electronically (CADD) and be made available in PDF format so as to be compatible with city equipment and shall be drawn to a minimum scale of one inch equals one hundred feet (1" = 100'), except where the size or amount of detail requires another scale. It is suggested that the subdivision sketch plat be superimposed over an aerial topographic map and/or aerial photograph for greater understanding of the development concepts being proposed as it relates to existing site conditions.
- C. The subdivision sketch plat shall illustrate the following information:
 1. The proposed layout of public or private streets, lots, blocks, and all public or private areas.
 2. Outer boundary lines of the proposed subdivision.
 3. Location and width of streets adjacent to and providing access to the subject property.
 4. Existing utilities located on or adjacent to the property showing type, location, and size.
 5. Existing on site and adjacent drainage patterns, watercourses, and the approximate boundary and alignment of all regulatory floodplains stating the source of such information.
 6. A topographic map of the area proposed to be subdivided illustrating contour lines having a maximum two foot (2') contour interval based on the United States coastal and geodetic (USGS) survey datum. The source of reference benchmark data shall be given and described. (Ord. 747, 11-14-2017)

12-5A-3: PRELIMINARY PLAT:

- A. A preliminary subdivision plat (see section [12-9-4](#), figure 4 of this title) submitted for city approval shall be prepared electronically by a registered professional land surveyor licensed in the state of Oklahoma and be made available in PDF format. The application shall include the names and addresses of all abutting property owners as researched and prepared by a bonded abstract or title company.
- B. The preliminary subdivision plat shall be drawn to a scale of one inch equals one hundred feet (1" = 100'); provided, that if the property to be subdivided is less than two (2) acres in size, the scale may be one inch equals fifty feet (1" = 50') or some other acceptable scale if more detail is needed.
- C. The preliminary subdivision plat shall illustrate, contain, or be accompanied by the following information:
 1. The name(s) and address(es) of the owner or owners of the land to be subdivided;
 2. The name, business address, Oklahoma state professional registration, and certificate of authorization number of the registered professional land surveyor preparing the proposed preliminary subdivision plat;
 3. The date of preparation of the preliminary subdivision plat; a graphic true north arrow; and the horizontal drawing scale. The drawing scale shall be both written and shown graphically;
 4. A small scale (1 inch equals 2,000 feet minimum) key or location map showing the location and boundary of all existing subdivisions within the same one mile section as the subject subdivision along with the applicable section number, township, and range;
 5. An accurate written boundary legal description conforming to the proposed subdivision plat and the description found on the warranty deed covering the subject tract;

6. The directional orientation (bearings) and horizontal dimensions of all perimeter boundary lines of the proposed subdivision tract, accurate to the nearest one second and the nearest one-hundredth foot (0.01');
7. The names of all adjacent subdivisions along with the names, locations, and widths of all existing and proposed street rights of way; utility, drainage, and access easements; drainageways or reserves; and any other public ways immediately adjacent to the property being subdivided;
8. The location and widths of all existing easements pertaining to oil, natural gas, and petroleum products pipelines on, or immediately adjacent to, the subdivided property along with the location and widths of all easements pertaining to existing public or private infrastructure utilities on, or immediately adjacent to, the subdivided property;
9. The location of all oil and natural gas wells, either existing, active, inactive, plugged, unplugged, or abandoned, as shown in the records of the Oklahoma state corporation commission and/or by any other oil and gas well drilling, logging, and servicing recordkeeping sources as may be required by the city. Any planned future oil or natural gas well sites shall also be identified and located within or on areas immediately adjacent to the subdivided property as provided in this title;
10. The location and description of all existing structures, bodies of water, watercourses, and other natural or manmade features including, but not limited to, underground mines that are active or abandoned, caves, or similar structures located either on or adjacent to the property being subdivided;
11. All areas within a FEMA or city regulated floodplain having a one percent (1%) chance of occurrence in any one year (100-year frequency) shall be clearly delineated and dimensioned with the source of such information given and described. All such areas shall be contained within public or private drainage easements or reserve areas for public or private maintenance purposes as required by the city engineering design criteria;
12. The exact location and width of all proposed street rights of way appropriately named per the established city street naming convention along with the location and dimension of all proposed and existing utility, drainage, and access easements within the subdivided property;
13. The exact location of all proposed overland drainageways, reserves, and associated easements, private or public pedestrianways, bike/walking paths, recreational parks and playgrounds, other miscellaneous public ways, or other public or private easements or reservations;
14. All proposed lots consecutively numbered along with all lot line dimensions, angular bearings, and building setback lines properly dimensioned and clearly labeled;
15. All blocks numbered consecutively and clearly labeled;
16. A field survey determined or photogrammetric topographic map of the area proposed to be subdivided with contour lines having two foot (2') contour intervals based on the most currently accepted United States coastal geodetic (USGS) survey elevation datum; and
17. Any other information as may be deemed by the planning staff as being reasonably necessary for the full and proper consideration of the proposed preliminary subdivision plat and related site improvements required to support the development of the property. (Ord. 747, 11-14-2017)

12-5A-4: PRELIMINARY PUBLIC INFRASTRUCTURE CONSTRUCTION DOCUMENTS:

Preliminary public infrastructure construction documents for required subdivision related improvements shall be prepared by a registered professional engineer licensed in the state of Oklahoma and shall be designed, detailed, and submitted to the city engineer in accordance with the engineering design criteria, requirements, and specifications of the city community development and engineering departments or other city, county, or state agency having jurisdiction over the proposed improvements and shall illustrate and include the following minimum information:

- A. The location, alignments, and proposed width of each street or alley right of way and any sidewalk or pedestrianway or reserve.

- B. The location, alignment, and size of all proposed public and private sanitary sewer collection and water distribution system extensions necessary to adequately serve the project.
- C. A master drainage plan indicating the location of proposed storm sewer lines, open natural or improved drainageways, and all other forms of stormwater management and conveyance facilities.
- D. The proposed location, size, and configuration of all private or public reserve areas and/or easements necessary to adequately accommodate required stormwater detention facilities and any similar improvements necessary to support the development of the property. (Ord. 747, 11-14-2017)

12-5A-5: FINAL PUBLIC INFRASTRUCTURE CONSTRUCTION DOCUMENTS:

Final public infrastructure construction documents for all such required improvements shall be prepared by a registered professional engineer licensed in the state of Oklahoma and shall be designed, detailed, and submitted in accordance with the requirements and specifications of the engineering design criteria and related technical specifications of the city community development and engineering departments or other city, county, or state agency having jurisdiction over the proposed improvements and shall illustrate and include the following minimum information:

- A. Construction plan and profile sheets detailing horizontal alignment and existing and proposed elevations and grades along the centerline and curb lines of each proposed street.
- B. Cross sections of each proposed street, pedestrianway, or sidewalk as may be necessary to adequately design and construct proposed improvements. Typical paving and right of way cross sections shall be included illustrating proposed paving width, subgrade, base, and surfacing type and thickness, including curbing materials and specifications.
- C. An enlarged scale (1 inch equals 20 feet) plan of each street intersection showing dimensional information, curb radius, stormwater flow patterns, proposed public or private utility improvements, and sidewalks including ADA curb opening and ramp locations and configuration.
- D. Construction plans and profiles illustrating the location, alignment, pipe size, grade, and all applicable construction details necessary for the installation of proposed sanitary sewer extensions and internal collection system.
- E. Construction plans and profiles illustrating location, alignment, pipe size, valves, fire hydrants, and all applicable construction details necessary for the installation of proposed water main extensions and internal distribution system.
- F. A master drainage plan illustrating all existing and proposed surface grades, storm sewer piping, manholes, junctions, inlets, stormwater management (detention) facilities, existing and proposed watercourses, culverts, and other drainage related structures within the tract, or adjacent thereto, with pipe sizes, grades, and overland surface drainage patterns. The drainage plan shall also illustrate the size and configuration of dedicated public or private easements or reservations necessary to accommodate all stormwater management facilities and drainageways and whether private or public maintenance is proposed.
- G. A master erosion control plan designed and detailed per the Glenpool engineering design criteria and any other requirements as may be required by the city engineer, state of Oklahoma statutes, or federal regulatory agency guidelines. (Ord. 747, 11-14-2017)

12-5A-6: FINAL PLAT:

- A. The final subdivision plat shall be drawn at the same scale as the preliminary subdivision plat, and shall include all of the information required as a condition of approval of the preliminary subdivision plat, and shall be prepared by a registered professional land surveyor licensed in the state of Oklahoma.
- B. The final subdivision plat shall be developed and drawn in accordance with the requirements of Oklahoma state statutes and this title (see section [12-9-5](#), figure 5 of this title). The Tulsa County clerk may accept variances to these requirements due to county reproduction capabilities and other limitations.
- C. The following information shall be required on the final subdivision plat at a minimum:

1. Name of the subdivision. Such name shall be unique to any other previously recorded subdivision plat as listed in the Tulsa County clerk's office.
2. The legal name(s) and mailing address(es) of the owner or owners of the property to be subdivided; the legal name and mailing address of the subdivider, if other than the owner; and the legal name, mailing address, state registration and certificate of authorization numbers of the registered professional land surveyor who has prepared the final subdivision plat.
3. The date of preparation of the final subdivision plat; a graphic north arrow; and the applicable drawing scale in both written and graphic presentation format.
4. A small scale (1 inch equals 2,000 feet) key or location/vicinity map showing the location and names of all existing subdivisions within the same one mile section.
5. A written metes and bounds type legal description of the subdivided property, accurate to an error of closure of no less than one to twenty thousand (1:20,000) as required for urban boundary surveys by Oklahoma state statute.
6. The total area within the boundary of the subdivided property, expressed in acres and square feet to the nearest one square foot along with the total number of lots contained in the subdivision.
7. The names of all adjacent subdivisions along with the names, locations, and widths of all existing and proposed streets, easements, drainageways, and other public ways common with, or adjacent to, the property.
8. The boundary of the subdivided area, block boundaries, street and other rights of way illustrating all distances, angles and/or bearings, and where these lines follow a curve, the central angle, radius, points of curvature, cord length, and length of the curve shall be clearly shown.
9. The accurate dimensions of all property to be offered for dedication for public use and all property for the common use of the existing and future property owners within the subdivision. The purpose of such use shall be so stated and illustrated on the face of the final subdivision plat.
10. The perimeter dimensions, angles, and bearings of all interior block boundaries along with that of all lot boundary lines.
11. All proposed and existing utility, drainage, or access easements shall be denoted by fine dashed lines, clearly identified and dimensioned. Any such existing easements shall also specify the recording information from the Tulsa County clerk's office. All existing or proposed easements shall illustrate the width of the easements with sufficient dimensional ties to accurately locate them with respect to the subdivision perimeter, internal block, and lot boundary lines.
12. The outer boundary lines of any FEMA or city regulated fully urbanized 100-year event (1 percent per year) floodplain shall be delineated on the face of the plat. The following certification shall also be placed on the face of the plat: "The outer limits of the fully urbanized 100-year event (1 percent per year) floodplain are fully contained within the drainage easements and/or reserve areas as shown herein."
13. Any existing or proposed easements or rights of way located outside the boundaries of the subdivision plat that are required for final subdivision plat approval.
14. A deed of dedication pertaining to the dedication of public rights of way and the grant of public easements as depicted on the final subdivision plat along with any deed or use restrictions established for, and applicable to, property within the subdivision.
15. The location of all oil and natural gas wells, either existing, active, inactive, plugged, unplugged, or abandoned, as shown in the records of the Oklahoma state corporation commission and/or by any other oil and gas well drilling, well logging, and recordkeeping sources as may be required by the city. Any planned future oil or natural gas well sites shall also be identified and located within or on areas immediately adjacent to the subdivided property as provided in this title.

16. The location of any mines (active or abandoned), caves or other similar manmade or natural geological features on or adjacent to the subdivided property.
17. All blocks and lots consecutively numbered.
18. The basis of angular bearing orientation for all lines within the subdivision plat clearly specified and noted on the face of the subdivision plat, accurate to one second.
19. The size, location, description, and identification of all survey boundary, block, and lot corner monuments to be set. The size, location, and description of all monuments found, accepted, retagged, recapped, or replaced in making the survey represented by the final subdivision plat shall be clearly shown to assure the perpetuation or reestablishment of any point or line on the subdivision boundary or internal points established by the subdivision plat as may be required in the future.
20. Local (project) grid coordinates for all block corners, points of intersection, points of curve, points of tangent, points of reverse curve, points of compound curve, center of the cul-de-sac, and center of any eyebrow on the centerlines of all street rights of way within the subdivision plat provided in tabular format on the face of the final subdivision plat.
21. Street addressing on all created lots per the established addressing convention in effect for the city. On all corner lots at street intersections where addressing for any future building structure that may be feasibly addressed from either street frontage, both street addressing options shall be shown. All such addressing shall be determined by the city planning staff and provided to the subdivider for inclusion on the face of the final subdivision plat.
22. Any other information as may be deemed by the city planning or engineering staff and/or the planning commission as being necessary for the full and proper consideration of the proposed final subdivision plat.
23. The current city approval and signature certificate as supplied by the city planning staff placed on the face of the final subdivision plat.
24. The following notice placed on the face of the final subdivision plat: "The City of Glenpool, Oklahoma, has approved the subdivision platting of the subject real property described herein. In so doing, the City makes no representation as to the geological or geometric suitability, nor any warranty for fitness of purpose pertaining to the resulting subdivided properties. The City is not a party to the private restrictive covenants contained herein, unless said covenants are included part of an approved 'Planned Unit Development' as may be stated and described herein."

D. The following written certifications will be required to be submitted to the city planning staff prior to any final subdivision plat approval granted by the planning commission and city council:

1. Certification by the registered professional land surveyor as to the degree of accuracy of the boundary survey and of the geometric elements within the final subdivision plat and that all block and lot corner and centerline of street right of way monuments as illustrated are also within the minimum positional accuracy of one to twenty thousand (1:20,000) as specified for an urban survey per Oklahoma state statutes.
2. Certification by a registered professional engineer that the design and installation of all required public infrastructure improvements was or will be in conformance with the adopted city engineering design criteria and any applicable standards, requirements, and provisions of any city, county, or state departments or agencies having jurisdiction.
3. Certification by the city engineer that the final subdivision plat conforms to all locally adopted standards, specifications, this title, and the adopted city engineering design criteria.
4. Certification by the Oklahoma department of environmental quality (ODEQ) that all required subdivision infrastructure improvements concerning public water supply and distribution and sanitary sewer collection facilities conform to current applicable health regulations and construction standards as evidenced by fully approved construction documents and the issuance of a permit to construct from ODEQ.

5. Certification by the city engineer or other appropriate authority that the public infrastructure improvements required to support the subdivision conform to all applicable city regulations and standard specifications concerning water supply and distribution, sanitary sewer collection, stormwater management, paving, grading, and erosion control.
- E. The following supplemental information shall be included with the submittal of the final subdivision plat to the city planning staff for approval processing:
 1. Current certification by a bonded abstractor, attorney, registered professional land surveyor, or title insurance company of the names of the last grantees of record owning the entire interest in the property being subdivided, plus all holders of mortgages and liens against the property that have been filed of record.
 2. The written consent of all owners of the subject property to the subdivision platting of the subject property.
 3. Certificates of notice that have been issued to all holders of mortgages and liens regarding the intent to subdivide and plat the subject property.
 4. Current certification from the Oklahoma state corporation commission setting forth the status of all oil and natural gas drilling and related activity on the subject property and as otherwise required in this title. (Ord. 747, 11-14-2017)

Chapter 6 **DESIGN REQUIREMENTS**

12-6-1: GENERAL REQUIREMENTS:

The design of each subdivision shall be in accordance with applicable city zoning regulations, the policies, goals, and objectives of the city comprehensive master plan, this title, and the city engineering design criteria. Each subdivision shall relate harmoniously to the existing and any planned development surrounding the subject property and to the community as a whole. The development of each subdivision shall proceed in an orderly, safe, efficient, and attractive manner once approved improvement construction is initiated. The following planning and design requirements shall be addressed in each subdivision project:

- A. Neighborhood Concept: The neighborhood concept shall be recognized in the design and development of each subdivision as described in the city comprehensive master plan. This concept is shown graphically in section [12-9-6](#), figure 6 of this title.
- B. Site Characteristics: Each subdivision plat shall, to the extent practical, be designed to retain the natural topography and vegetation of the site, regarding the building locations, and especially in any public or private recreational areas or reserves created to serve the project. (Ord. 747, 11-14-2017)
- C. Parks And Open Spaces: Each subdivision shall contribute to the provision of parks and open spaces (see section [12-9-7](#), figure 7 of this title) as required in this title and in accordance with the city comprehensive master plan. Areas purchased or otherwise set aside for public or private parks and open spaces shall include tracts of land on which unique natural features can be preserved, as well as those lands of suitable size and shape for development as either passive or active recreational areas. Environmentally sensitive areas such as steep slopes, timbered areas, streams, and floodplains may, only with the approval of the city, be designated and dedicated by the subdivider to the public as publicly owned park property and/or open space areas to be utilized as amenities to not only the subject development, but the community as a whole and to be maintained by the city. (Ord. 747, 11-14-2017)
- D. Circulation: The street, sidewalk, and pedestrianway systems within a proposed subdivision shall be appropriately designed related to the intended land use. The unit or lot density of the proposed development will determine the required size of street right of way and paving widths in keeping with the areas being served as well as in accordance with this title, the city engineering design criteria, the city comprehensive master plan, and the major street and highway plan as adopted by the city. Residential street patterns shall be established such that their use by through traffic will be discouraged (see section [12-9-11](#), figure 11 of this title). Roadways designated as arterial streets should serve as the boundaries between subdivisions, not as trafficways through interior neighborhoods. (Ord. 747,

12-6-2: STREETS:

A. General Requirements: The arrangement, character, extent, width, grade, and location of all public streets shall conform to this title, the city engineering design criteria, the city comprehensive master plan, and the major street and highway plan as adopted by the city. Further, the relationship of existing and planned streets, topographic conditions, public convenience and safety, and the proposed uses of the land to be served shall be considered in determining the arrangement, character, extent, width, grade, and location of all proposed streets. Where streets are not shown on the city comprehensive master plan or the major street and highway plan, the arrangement of such streets in a proposed subdivision shall at a minimum:

1. Provide for the continuation or appropriate projection of existing streets in surrounding areas; or
2. Conform to a plan for the neighborhood as reviewed by the city planning staff and planning commission and as approved by the city council to address a particular situation in which topographical or other conditions make continuance or conformance to existing street patterns impractical and/or undesirable.

B. Access:

1. Each lot in a proposed subdivision shall be provided with access to a public street, highway, or approved private street or accessway to assure the convenience of the lot owner, and including, but not limited to, access for the following public purposes: adequate and convenient open spaces for traffic, the installation of public and/or private utilities, solid waste collection, access to accommodate firefighting apparatus, police, and other emergency vehicles, for parking lots, for parks, and for the avoidance of traffic congestion.
2. Reserve strips designed for controlling or eliminating access to public or private streets shall be prohibited except where the location of any such reserve strip is placed as approved by the city under conditions and provisions that have been reviewed by the city planning staff and planning commission and formally approved by the city council.
3. Where a subdivision abuts or contains an existing or planned arterial street:

- a. Nonaccess provisions (limits of no access) controlling ingress and egress to such arterial streets may be required by the city planning staff and/or planning commission in accordance with adopted design standards to assure traffic safety and to relieve congestion at intersections.
- b. The city planning staff and/or planning commission may require reverse frontage lots be provided with limits of no access boundaries or nonaccess reservations along the rear property line common with such arterial street or such other treatment as may be necessary for adequate protection of the residential properties by affording separation of arterial street traffic from ingress and egress to individual lots. (Ord. 747, 11-14-2017)

C. Border Streets: Where a subdivision borders or contains a railroad right of way, drainageway, public or private park, open space area, or limited access highway, the city planning staff and/or planning commission may require a frontage type street (see section [12-9-8](#), figure 8 of this title) approximately parallel to these features on each side of such right of way or areas at a suitable separation distance yet accommodating the appropriate use of the intervening land, such as for park or open space uses in residential districts, or for commercial or industrial purposes in the appropriate zoning districts. Such separation distances shall also be determined with due regard for the requirements of existing approach grade and future grade separations. (Ord. 747, 11-14-2017)

D. Marginal Or Limited Access Streets: Where a residential development abuts or contains an existing or proposed arterial street and the subdivider proposes to design lots that front that arterial street, the city planning staff and/or planning commission may require marginal or specified limits of access or limits of no access to and from these streets to ensure adequate protection for abutting properties and to provide adequate separation of arterial and residential street traffic during ingress and egress to those individual residential lots.

E. Dedication Of Right Of Way: Whenever an existing major or arterial street is located adjacent to the outer boundary of a subdivision, one-half ($\frac{1}{2}$) of the full right of way width as shown on the city major street and highway plan shall be

dedicated to the public at the time of subdivision platting. One-half ($\frac{1}{2}$) street right of way dedications on collector or minor streets are not permitted.

F. Alignment:

1. The maximum design speed for public or private residential streets and the minimum allowable distance between the centerlines of intersecting streets shall be in accordance with the city engineering design criteria.
2. The city planning staff and/or planning commission may require that streets be connected by a curve or diagonal in such a manner that hazardous turning movements will be minimized or eliminated. (Ord. 747, 11-14-2017)

G. Right Of Way Widths: Dedicated street right of way widths of all proposed public streets shall be in accordance with the city major street and highway plan (see section [12-9-9](#), figure 9 of this title), and where not designated therein, the minimum width shall not be less than the following:

Type Of Street	Right Of Way
Freeway/beltway/parkway	As per ODOT and city engineering design criteria
Primary arterial	120 feet ¹
Secondary arterial and secondary arterial alternate	100 feet ²
Commercial collector/industrial collector, commercial business district street	80 feet

Residential collector, commercial/industrial street	60 feet
Residential or minor street	50 feet
Alleyways:	
Commercial and industrial	30 feet
Residential	20 feet

Notes:

1. 130 foot minimum right of way is required for right turn lanes in both directions at the intersections of primary arterials to extend a distance of 388 feet paralleling the right side of each street.
2. 110 foot minimum right of way is required for a right turn lane at the intersections of all secondary arterials to extend a distance 388 feet paralleling the right side of each street.

(Ord. 747, 11-14-2017)

1. If greenways or drainageways influenced by topographical features, streams, ponds, ravines, wooded areas, regulatory floodplains, or other natural features are to be provided within the proposed subdivision plat, the width and location of the rights of way, easements, or reservations for these facilities shall be ultimately determined by the city planning or engineering staff and approved by the planning commission as may be deemed necessary to preserve and accommodate such features.
2. The pavement design section, width, depth, and composition; standard specifications for street surfacing, curb and guttering; general surface drainage patterns, underground storm sewer piping, stormwater management facilities (detention) design or open channel drainage necessary to accommodate the proposed development shall be in accordance with the city engineering design criteria.
- H. Cul-De-Sacs: Cul-de-sacs shall not exceed five hundred feet (500') in length, measured from the centerline of the connecting street to the center of the dead end turnaround, and shall have right of way for the turnaround of not less than fifty feet (50') in radius in residential areas and not less than sixty feet (60') in radius in commercial or industrial areas. When topography or other physically limiting factors and the needs of specific situations require modification to cul-de-sac design standards necessary to incorporate a more appropriate overall design, a variance from this title by the planning commission, upon a recommendation from the technical advisory committee (TAC) and the city planning and engineering staff, may be allowed.

I. Intersections: Public street intersections shall be designed as follows (see section [12-9-10](#), figure 10 of this title):

1. Streets shall be designed to intersect at right angles as permitted by topography and other limiting factors.
2. Four-way intersections shall be prohibited.
3. Street intersections with centerline separations of less than one hundred twenty five feet (125') shall be prohibited.
4. Points of street right of way access to arterial streets shall be limited in number and location.
5. Intersections between arterial and minor streets shall be separated a minimum of six hundred feet (600') from centerline to centerline. (Ord. 747, 11-14-2017)
6. Any conflict with these and other applicable design principles and standards should be avoided. Any desired variance to this title shall be formally requested by the subdivider for city planning and engineering staff and planning commission consideration. (Ord. 747, 11-14-2017)

J. Grades: Public street grades shall be designed as follows:

1. The maximum centerline grade for nonarterial streets shall be in accordance with the city engineering design criteria.
2. All changes in grade shall be connected by vertical curves of sufficient lengths designed for safe stopping and sightline distances and shall otherwise be in accordance with the city engineering design criteria.
3. The maximum centerline grade of a residential street when intersecting an arterial street shall be in accordance with the city engineering design criteria.
4. The maximum centerline grade of residential streets at intersections with other residential streets shall be in accordance with the city engineering design criteria.
5. Street grades shall be established in such a manner as to avoid excessive grading or removal of existing tree growth whenever possible.

K. Curvature: The radius of curvature on the centerline of all streets shall be designed to reflect the associated design speed and be in accordance with the city engineering design criteria.

L. Street Names And Address Numbers:

1. No street names shall be used that are not in compliance with the street naming convention previously established by the city planning department and shall be in accordance with the adopted policy of the city. Where a street or avenue is an extension of an existing street or avenue, new names or address numbers may only be used with the approval of the city planning staff and/or planning commission and city council.
2. Street address numbering for lots shall be assigned by the city planning staff in accordance with subsection [12-5A-6C21](#) of this title. (Ord. 747, 11-14-2017)

12-6-3: SIDEWALKS:

The relationship between existing and planned streets, topography, public convenience, public safety, and the proposed use of the land being subdivided shall be considered in determining the arrangement, character, extent, width, grade, and location of all sidewalks. Sidewalks shall be constructed in accordance with the city engineering design criteria and as follows:

- A. Sidewalks shall be constructed in accordance with the city engineering design criteria within dedicated public street rights of way and shall be required throughout the subdivision in accordance with this title.
- B. Sidewalk layout and design for primary and secondary arterial streets, the central business district, and other commercial and industrial areas shall be furnished by the subdivider's engineer and approved by the city engineer.
- C. Sidewalks shall be required on either side of all primary and secondary arterial streets, commercial and industrial collector streets, and on both sides of minor and collector streets serving a residential subdivision, except where large lot residential estates (RE) zoning has been granted.
- D. Sidewalks shall be provided for safe and convenient access for persons with physical disabilities, including those persons confined to a wheelchair. Curb ramps shall be constructed at all street intersections in accordance with standard details provided in the city engineering design standards. All sidewalks shall conform to and be in compliance with the Americans with disabilities act (ADA) requirements and standards.
- E. In order to further facilitate pedestrian access to schools, parks, or playgrounds, the planning commission may require perpetual unobstructed mutual access easements of not more than ten feet (10') in width to provide adequate pedestrian circulation serving all or certain areas within a subdivision. Any such mutual access easement shall be shown and clearly dimensioned on the final subdivision plat. (Ord. 747, 11-14-2017)

12-6-4: ALLEYS:

Alleys shall be designed and provided as follows:

- A. Alleys shall be provided for subdivisions and projects located in commercial and industrial zoning districts. However, the planning commission may waive this requirement where other definite and assured provisions are made for service access, such as off street loading and unloading and parking that is consistent with, and adequate for, the intended uses within the development.
- B. The right of way width for alleys serving commercial and industrial areas shall not be less than thirty feet (30').
- C. Alleys are not required for residential areas, but when provided, the right of way width for residential alleys shall not be less than twenty feet (20'). (Ord. 747, 11-14-2017)

12-6-5: BLOCKS:

The length, width, and shape of blocks: shall be suited for the planned use of the land; shall be consistent with applicable zoning requirements; shall be compatible with the need for convenient access, control, and safety of street vehicular traffic; and shall consider the limitations of the existing and proposed topography. Block length and width shall be generally designed as follows:

- A. Length: Block lengths in residential areas shall not be greater than eight hundred feet (800'). In the event that proposed block lengths are greater than eight hundred feet (800'), the city planning staff and/or planning commission may require public right of way mutual access easement dedication for intermediate pedestrianways through the block. Any such right of way or mutual access easement shall be a minimum of ten feet (10') in width and provide a paved sidewalk constructed in accordance with the city engineering design criteria and this title. Blocks intended for commercial or industrial uses should not exceed six hundred feet (600') unless specific approval is granted by the city planning staff and the planning commission.
- B. Width: Blocks for residential areas shall have sufficient width to provide for two (2) tiers of back to back lots of appropriate depth except for blocks designed along the boundaries of the subdivision or as required to separate residential development from other types of land uses or from thoroughfare or arterial street traffic. Blocks intended for commercial or industrial uses should be of a width suitable for the intended use with allowances made for required off street parking and loading facilities. (Ord. 747, 11-14-2017)

12-6-6: LOTS:

Lots shall be generally designed as follows:

- A. Configuration: The size, shape, and orientation of lots shall be appropriate for the applicable zoning classification, the location and orientation of the subdivision, and the proposed type of development uses intended for the tract.
- B. Access: Every lot shall have frontage on, and abut to, dedicated public street right of way, or shall bound on a private street that has been approved as a portion of a planned unit development, or have other forms of access as may be approved by the city planning staff and the planning commission.
- C. Zoning Requirements: Lot dimensions, side yard setbacks, front building setback lines, and lot areas shall conform to the minimum requirements of the city zoning ordinance for the particular district covering the subject property unless varied by the city board of adjustment or superseded and specified to be otherwise a part of a planned unit development previously approved for development by the city.
- D. Corner Lots: Lots at the intersections of streets shall exceed the minimum zoning ordinance lot area requirements by a minimum of twenty percent (20%) to provide adequate building areas and to accommodate minimum building setbacks from both intersecting streets as specified in the city zoning ordinance.
- E. Lot Depth: Excessive lot depth in relation to lot width is discouraged. A proportion of between one to one (1:1) or three to one (3:1) (lot depth versus lot width) will normally be considered appropriate.
- F. Lot Lines: Side lot lines should be approximately at right angles to straight street right of way lines or approximately radial to curved street right of way lines.

- G. Parking And Loading: Commercial and industrial lots should be of an appropriate size and shape to provide adequate off street parking and loading facilities as specified in the city zoning ordinance.
- H. Double Frontage And Reverse Frontage: Double frontage and reverse frontage lots should be avoided except where necessary to provide separation of residential development from thoroughfare or arterial street traffic or to overcome disadvantages of terrain and other existing limitation of conventional lot orientation.
- I. Large Lot Subdivisions: When residential, commercial, or industrial property is to be subdivided into one acre lots or greater, consideration should be given to the opening of future streets and further subdivision that may occur in the future. (Ord. 747, 11-14-2017)

12-6-7: UTILITY AND DRAINAGE EASEMENTS:

All proposed subdivisions shall provide for the creation and dedication of public or private utility easements and street rights of way as follows: (Ord. 747, 11-14-2017)

- A. General Requirements: Utility easements shall be provided and dedicated in accordance with the city engineering design criteria and this title. Regarding the dedication of required easements, the subdivider shall stipulate that no building, structure, or other aboveground or belowground obstruction shall be placed, erected, installed, or permitted on such easement in a manner that will, in the judgment of the city, interfere with the installation, operation, maintenance, repairing, removing, or replacing of utilities within these areas.
- B. Width: Utility easements, where necessary, shall be a minimum width of twenty two feet (22') or eleven feet (11') on each side of all rear lot lines where lots are proposed in a back to back configuration and seventeen and one-half feet (17 $\frac{1}{2}$ ') in width for easements located along, and parallel to, the subdivision boundary or of a width and location as may be specified by the technical advisory committee. When deemed necessary, easements shall be provided along other lot or block boundary lines or in other locations as may be required for poles, wires, conduits, sanitary sewers, natural gas, water, power, communications, and other utility lines and related facilities.
- C. Drainage Easements: Suitable restricted drainage easements, as required and specified by the city engineering design criteria, may be required within certain proposed subdivisions. In the event that overland drainage easements are required for the conveyance of stormwater, such easements shall not be combined with or be located within utility easements.
- D. Technical Advisory Committee (TAC) Review: The locations, width, and alignment of all utility and drainage easements shall be subject to review and recommendation by the TAC, city planning and engineering staff, and the planning commission prior to final subdivision plat approval and acceptance by the city council. (Ord. 747, 11-14-2017)
- E. Standard Location Of Underground Utilities: The standard location for the installation of underground utilities within dedicated utility easements shall be in accordance with the current city engineering design criteria (see section [12-9-12](#), figure 12 of this title). (Ord. 747, 11-14-2017)

12-6-8: FLOODPLAIN AREAS:

Lands that are identified on the adopted FEMA flood insurance rate maps of areas within the city as being subject to flooding hazards and periodic inundation shall not be subdivided into lots, tracts, or parcels for any use which would be incompatible with such flooding hazards except as follows: All improvements located within or adjacent to identified and delineated floodplain areas shall meet the standards and requirements of the city flood damage prevention ordinance and shall not increase the base flood elevation, either upstream or downstream, beyond that amount allowable as specified therein. (Ord. 747, 11-14-2017)

12-6-9: STORMWATER MANAGEMENT AND DETENTION FACILITIES:

Stormwater management and detention facilities shall be required in accordance with this title and the city engineering design criteria including general policies as follows:

- A. The stormwater drainage system within the proposed subdivision shall be designed and constructed in accordance with the standards and requirements of the city engineering design criteria and shall receive and convey the runoff from a 100-year (1 percent) frequency rainstorm under conditions of full upstream urbanization including all anticipated improvements within the subject subdivision. "Full urbanization" is defined as the total anticipated subdivision development within the upstream and downstream watershed as may be described in the City's adopted Comprehensive Plan or other City planning studies. The entire upstream and on site drainage flow shall be contained within the stormwater management system and shall be conveyed through the proposed subdivision with no adverse effects to any proposed improvements associated with the subject development or to areas downstream of the proposed development and shall be in compliance with said city engineering design criteria.
- B. Stormwater detention facilities shall be designed and constructed in accordance with the city engineering design criteria such that stormwater runoff rates from the fully developed site shall not exceed the predeveloped rate and shall have no adverse impact on downstream properties. Excess runoff volumes and rates along with excessive conveyance velocities generated by the proposed subdivision shall be abated and/or mitigated in accordance with the requirements set forth in the city engineering design criteria. (Ord. 747, 11-14-2017)

12-6-10: PARK AND RECREATION DEVELOPMENT FEE OR DEDICATION OF LAND IN LIEU OF FEE:

- A. Development Fee: As land is developed for residential use, the need for additional public park land and the construction of improved recreational facilities to serve the community is created. In order to provide adequate funding to satisfy this need, a park and recreation development fee shall be imposed on each residential building permit issued by the city. However, solely at the discretion of the city, an option to require dedication of park land by the subdivider in lieu of payment of park and recreation fees may be allowed as specified in subsection B of this section. The park and recreation development fee shall be assessed as a part of individual building permits issued within a subdivision and shall be determined and paid as follows: (Ord. 747, 11-14-2017)

1. Fee Established:

- a. Before a residential building permit is issued to construct any residential dwelling unit on any lot or parcel within the corporate limits of the city, a park and recreation fee shall be levied as part of any such building permit application.
- b. Permit applications for building expansion, remodeling, and/or alteration of an existing dwelling unit where additional bedrooms are designed shall be charged a fee. (Ord. 747, 11-14-2017)

2. Determination Of Fee:

- a. The number of bedrooms in each proposed dwelling unit shall be determined from the building plans filed with the building permit application and shall include as bedrooms, all rooms, however labeled on the plans (other than living rooms, dining rooms, dens, kitchens, and bathrooms), that are suitable to be used as a sleeping area, including those areas labeled as bedrooms, but may include any area in the dwelling unit that (because of its size, location, facilities, or relationship to other areas of the dwelling unit) is deemed divisible so as to potentially create one or more additional bedrooms. (Ord. 747, 11-14-2017)
- b. In the case of mobile homes, the fee shall be paid during the subdivision platting process of the development. The appropriate fee will be required to be paid before the approved final subdivision plat is released for recording purposes. (Ord. 747, 11-14-2017)
- c. The total amount of the park and recreation fee shall be determined by the chief building official of the city based upon the construction plans submitted with the building permit application. If the applicant does not agree with the required park and recreation fee as determined by the chief building official, the decision of the building official may be appealed to the city board of adjustment.

3. Exemptions From Fee: The fees imposed by the above subsections shall not apply to the following types of construction:

- a. Reconstruction of a dwelling unit or portion thereof that has been damaged or destroyed by fire, flood, or other causes over which the owner has no control; or
- b. Expansion, remodeling, and/or alteration of a dwelling unit where no additional bedrooms are designed.

4. Park And Recreation Fund: The proceeds of the park and recreation fee shall be collected and set aside in a fund entitled the "park and recreation fund" to be used exclusively for the acquisition of new park land and/or improvements thereon as follows:

- a. At such time as the city council, based upon the recommendation of the city community development department (as to the desirability of the tract) and the planning commission (as to the appropriateness of the intended land use), determines that sufficient funds have been accumulated in the park and recreation fund for the purchase of new park land and/or to make improvements thereon, the city council shall approve and initiate the necessary procedures for such expenditures to be made.
- b. Expenditures from the park and recreation fund shall be made only to purchase new park land and/or to make improvements thereon that will reasonably serve those areas that have, or will, pay such fees.

B. Dedication Of Park Land In Lieu Of Fee: As land is subdivided and developed for residential purposes, the need for public or private park and recreation areas is created. In order to provide for this need, there is hereby established a procedure whereby land may be donated and dedicated either to the public or to a properly created, administered, and managed property owner's association or similar entity provided by the subdivider as defined herein in lieu of the requirement to pay park and recreation fees as a part of individual building permits on lots or tracts within the subdivision as provided for and described in subsection A of this section. The administration of this optional procedure is hereby set forth as follows:

1. The determination of applicability and option to require and/or accept dedication of land for public or privately owned park lands shall be as follows:
 - a. All residential subdivision plats, having a dwelling unit density greater than one dwelling unit per acre and greater in overall size than ten (10) acres in gross area shall adhere to the provisions set forth in this subsection, only if it is determined by the city council, based upon the recommendation and advice of the city community development department staff (as to the desirability of a particular tract or parcel) and the planning commission (as to the appropriateness of the intended land use) that the request by the subdivider to dedicate public or private park land shall be acceptable to the city in lieu of park and recreation fees paid on each building permit issued within the subject subdivision.
 - b. Upon approval by the city council, any person, firm, or corporation subdividing land under the provisions of this title for residential purposes located within the corporate boundaries of the city wishing to so dedicate land for public parks shall provide for such dedication by subdivision deed of dedication, general warranty deed, or other methods acceptable to the city. Tracts, lots, parcels, or reserve areas approved to be used for public park or open space areas by the city and so dedicated to the public shall be considered an alternative to the payment of park and recreation fees on the initial building permit issued for residential structures constructed on each lot within the subject subdivision.
2. Standards for public and/or privately owned park land to be dedicated for recreational and open space uses shall be as follows:
 - a. Any such dedication shall be of suitable size, dimension, topography, and general character and shall have adequate street/roadway and pedestrian access for typical park, recreational, and open space uses. The area to be dedicated shall be designated on the sketch plat, the preliminary plat, and the final subdivision plat as "public or private park", as the case may be. The method of dedication, along with the location and configuration of the land, tract, lot, parcel, or reserve area shall be approved by the planning commission and city council prior to the final release of the subdivision plat for recording.

b. The amount of land to be dedicated as part of a single-family residential subdivision in lieu of park and recreation fees paid on individual building permits shall be determined on the basis of either one acre per one hundred (100) dwelling units or five percent (5%) of the area contained within the boundary of the subdivision plat, whichever is greater. All calculations of the area to be so dedicated shall be initially provided by the subdivider for review by city planning staff. The dedication requirements for a public or private park located within a subdivision created for a multi-family project shall be as follows: The minimum area required for the creation of a public or private park or reserve area to be used for recreational purposes and to be considered in lieu of the payment of park and recreation fees related to future building permits within a subdivision that is intended for a multi-family project shall be a minimum size of one acre on projects up to one hundred (100) dwelling units. Projects having more than one hundred (100) dwelling units shall be required to provide or dedicate a parcel with a minimum size of one acre plus an additional two hundred (200) square feet of land area for every dwelling unit exceeding the initial one hundred (100) units. The total land area of any such proposed tract to be dedicated and/or reserved for park and recreation purposes shall not be allowed to be included in the computation of minimum bulk and area, livability, or open space requirements for the project as set forth in the city zoning ordinance pertaining to multi-family projects.

c. If the proposed park parcel or tract is to be held under the ownership of the original subdivider or dedicated to a property owner's association (properly created and registered with the state of Oklahoma), provided for in recorded covenants, conditions, and restrictions (CC&Rs) as recorded in the public records, the adequacy of which has been reviewed and approved by the city planning staff and the city council, shall list the city as a party at interest in the property so designated as park on the final subdivision plat. All associated improvement and maintenance costs of any such privately held park shall be the responsibility of the subdivider or his assigns in title and shall be enforceable by the city.

d. The use of any privately owned parcel or open space approved by the city is restricted to typical park and recreational uses as set forth by the recorded CC&Rs for the subdivision which shall run with the land in favor of the current and future owners of property within the boundary of the subdivision and the city. Such CC&Rs shall be fashioned such that they cannot be modified or eliminated in any way without the consent of all such property owners within the subdivision and the city.

e. Upon application by the subdivider, it shall be determined by the city whether a proposed public or private park tract or parcel adds value and overall livability quality to the owners of property within the subdivision and the city as a whole. Such determination shall take into account the following factors: location, size, configuration, topography, geology, access, tree cover, watercourses and flood prone areas, historical sites, ease of maintenance, and any other desirable natural assets.

f. As part of the consideration by the city, the subdivider shall provide detailed descriptions and plans for the improvement of any tract or parcel desired to be dedicated to the public, or held privately, for the purposes of deferring city park and recreation fees. Such improvement plans shall be in accordance with the intent of the recreational elements found in the comprehensive master plan for the city as approved by the city council. All such proposed and approved improvements shall be installed to the satisfaction of the city and shall be so installed according to a mutually agreed upon schedule. Upon city approval of the proposed park and recreational improvements, the subdivider shall be required to post with the city a performance bond or some other similar type of security approved by the city equal to one hundred percent (100%) of the estimate of cost submitted to and approved by city community development staff. (Ord. 747, 11-14-2017)

12-6-11: EMERGENCY PUBLIC WARNING FACILITIES:

As a portion of this title, the submittal of a proposed sketch, preliminary, or final subdivision plat, as described herein, may also be required to provide for the dedication to the public of a certain lot or reserve area to be utilized as a site for the installation of public emergency warning devices and associated equipment such as, but not limited to, severe weather or tornado outdoor sirens. The city emergency management staff has developed a citywide plan locating all existing warning devices and has determined appropriate locations of future facilities that will be necessary for adequate protection of the residents of Glenpool in times of emergency. The subdivider is required to determine whether an emergency warning facility is required for a location within the subdivision being proposed. If the need for this facility is so indicated, the subdivider shall be required to create a tract, lot, parcel, or reserve area sufficient in size and

configuration and in an appropriate location to be dedicated to the city for the purpose of the installation and operation of such warning devices. The subdivider shall also be required to provide and install standardized warning equipment and control facilities as specified by the city emergency management staff as part of the required public and/or private infrastructure improvements constructed to support the subdivision. The following are the minimum requirements should the need for such dedication and equipment installation be required.

- A. The location of any such dedication to the public of a lot, tract, parcel, or reserve area within a proposed subdivision shall be in compliance with an approximate location. Any proposed location shall be reviewed and approved by the city emergency management staff during the subdivision plat processing. (Ord. 747, 11-14-2017)
- B. The minimum size of any such dedicated lot, tract, parcel, or reserve area shall be thirty five feet by thirty five feet (35' x 35') or approximately one thousand two hundred twenty five (1,225) square feet in land area. Vehicular access to the dedicated property shall be achieved by the creation and dedication of public access easements or rights of way appropriately located and in widths sufficient to accommodate the installation and maintenance of such facilities. The subdivider shall be required to locate and create appropriate utility easements adequate to provide necessary utility and communication services to the dedicated property.
- C. The location and configuration of the dedicated lot, tract, or reserve area along with the associated means of vehicular access shall be such that the construction, operation, and maintenance of any emergency warning equipment shall minimize the impact of such on surrounding properties.
- D. The specification and installation of required emergency warning equipment shall be a standardized facility design based on current warning systems being required by the city emergency management staff. The installation of such equipment shall be: fully complete and operational; located within the boundary of the parcel, lot, tract, or reserve area being proposed; and approved for dedication and use by the city emergency management staff prior to final acceptance of the public infrastructure improvements serving the subdivision. (Ord. 747, 11-14-2017)

12-6-12: OIL AND NATURAL GAS EXTRACTION:

All final subdivision plats within the city shall show and detail the following information as it pertains to oil and natural gas drilling and production operations:

- A. Location Provided:
 1. All existing operative and inoperative wells shall be shown on the face of the final subdivision plat.
 2. The subdivider shall provide documentation to the city planning staff that clearly indicates that all abandoned or inactive oil and natural gas wells have been accurately located and properly and permanently plugged.
- B. Setback Requirements: All residential structures within any proposed subdivision or those proposed on any other existing or proposed lot, tract, or parcel within the city shall be set back a minimum distance of one hundred fifty feet (150') from any existing oil or natural gas well unless the well has been properly abandoned and permanently plugged as evidenced by proper documentation and accurately located by survey. Additionally, all such proposed residences within a proposed subdivision or on any other lot, tract, or parcel within the city shall be set back a minimum distance of fifteen feet (15') from any oil or natural gas well that has been documented to have been properly abandoned, permanently plugged, and accurately located by survey.
- C. Well Site Access: All direct ingress or egress to existing oil and natural gas drilling or production sites shall only be from section line roads. No direct access shall be granted by way of public streets within any proposed subdivision.
- D. Certificates Of Nondevelopment: In any event, and at a minimum, a certificate of nondevelopment, or similar clearance, shall be obtained from the Oklahoma state corporation commission certifying to the existence or nonexistence of any abandoned and/or plugged oil or natural gas wells within the boundary of, or immediately adjacent to, the proposed subdivision as reflected in their records. Research of other oil and natural gas well logging or service company records may be required by the city to properly evaluate and document health, safety, and welfare issues during the subdivision platting of land under this title.

E. Final Subdivision Plats: All final subdivision plats shall be prepared in accordance with the standards and requirements of the oil and gas drilling regulations of the city in effect at that time and shall otherwise be in compliance with this title, the city zoning ordinance, and all other applicable regulations and requirements of the state, county, and the city. (Ord. 747, 11-14-2017)

12-6-13: SEWAGE DISPOSAL AND PUBLIC WATER SUPPLY:

A. General Requirements:

1. All proposed subdivisions shall be required to utilize a public water supply and distribution system approved by the Oklahoma department of environmental quality (ODEQ), the city engineer, or other appropriate authority.
2. All such subdivisions shall be required to utilize a public sanitary sewer collection system approved by the ODEQ and the city engineer. This requirement may be appealed or waived only by review and approval by the city engineer, city planning commission, and city council regarding the installation of individual private sewerage treatment facilities serving individual lots within a particular subdivision that are in compliance with ODEQ regulations and have been individually permitted by ODEQ for such use prior to the issuance of city building permits. The requirement may not be appealed or waived for a subdivision that is within 500 feet of a City sanitary sewer main, in which case the subdivision shall tie into such main so that the property will utilize a public sanitary sewer collection system rather than individual private sewerage treatment facilities.
3. All construction documents detailing the installation of improvements and/or the extension of existing distribution, collection, and/or treatment facilities pertaining to public drinking water and sanitary sewer systems must be approved and permitted by ODEQ and the city engineer, or other appropriate authority, prior to the construction of any such improvement.

B. Sanitary Sewage Collection Systems: The subdivider shall provide an internal sanitary sewer collection system that is available to each lot within the subdivision. The system shall be designed and constructed as approved and permitted by the ODEQ and in accordance with this title, the city engineering design criteria, and all other applicable regulations of the city. (Ord. 747, 11-14-2017)

12-6-14: HILLSIDE DEVELOPMENTS:

The development of hillside areas or any areas with natural slopes greater than eight percent (8%) shall be designed to minimize grading and filling and in such a manner as to retain the maximum feasible amount of natural ground cover. Areas with natural slopes in excess of twenty percent (20%) shall be utilized in accordance with the applicable provisions of the city zoning ordinance, city engineering design criteria, and this title in regards to maximum finished grades and other related considerations. (Ord. 747, 11-14-2017)

12-6-15: PLANNED UNIT DEVELOPMENTS (PUD):

- A. When a subdivision is to be developed as a PUD (see section [12-9-13](#), figure 13 of this title), in accordance with all applicable requirements set out in Title 11 and this title, the planning commission and the city council may vary the requirements of this title in order to allow the subdivider the ability to achieve those PUD purposes and goals set out in Title 11, Chapter 3, Subchapter 4, *Planned Unit Development (PUD)*. However, all such development shall be done in a manner that protects the public health, safety, and general welfare of existing and future residents of the area and consistent with the spirit and intent of this title and the city comprehensive master plan. (Ord. 747, 11-14-2017)
- B. Privately owned and maintained streets and other related subdivision infrastructure improvements proposed to be located within mutual access easements or common reserve areas may be allowed in planned unit developments. All such private streets and any other associated private infrastructure improvements constructed within private easements or reserve areas shall be designed, reviewed, inspected, and constructed to the same standards as public streets and public infrastructure improvements and shall be maintained by the owners of land within such subdivision. All such private streets and associated mutual access easements, and/or common area reserves shall remain open, or appropriate and adequate provisions made, for access by police, fire, emergency, and other official

vehicles of all municipal, county, state, and federal agencies at all times. The following additional requirements shall apply:

1. Prior to the sale of any land within subdivisions where private streets, mutual access easements, and/or common area reserves have been approved, the subdivider shall erect private street signs and otherwise assure the maintenance of such signs at all entrances to the subdivision and along all private drives, street rights of way, mutual access easements, and common area reserves indicating that any such street is privately owned. The location and manner in which the sign is constructed and installed shall be subject to approval by the city engineer.
2. No deed of conveyance shall be filed of public record for any land within a planned unit development subdivision plat unless such deed clearly states that all property owners within said subdivision automatically become members of a homeowners' association that has been properly created and duly registered with the state of Oklahoma and which, therefore, has the responsibility to install, maintain, and replace all private street and associated private common area infrastructure improvements within the planned unit development.
3. In order to assure that private street and private common area improvements are properly designed, installed, and inspected, no building permit shall be issued on any lot within the subdivision until all improvements, public and private, have been designed and installed in compliance with the construction documents submitted to and approved by the city engineer and until the approval and acceptance of any public infrastructure type improvements have been obtained from the city council. (Ord. 747, 11-14-2017)

12-6-16: SURVEY MONUMENTS:

Permanent survey monumentation markers shall be set in all subdivisions in sufficient number, be in appropriate locations, and be of such durability so as to not be readily disturbed, repositioned, or destroyed. Survey monuments shall be set to also assure that, together with monuments already existing, the perpetuation or reestablishment of any line or point in the subdivision boundary or any lot or block corner within the subdivision can be easily achieved or recovered. Survey monuments shall be constructed of material capable of being detected with conventional survey instruments or those used to locate ferrous or magnetic objects. Survey monuments shall further be in accordance with the following standards and criteria:

- A. Shall be placed at each turning point in the boundary of the subdivision; be a minimum of eighteen inches (18") long; have a minimum diameter of one-half inch ($\frac{1}{2}$ "); be made of iron pipe or bar; or be made of such other materials or size as approved by the city engineer.
- B. Shall be placed at the corner of each lot in the subdivision; be a minimum of eighteen inches (18") long; have a minimum diameter of one-half inch ($\frac{1}{2}$ "); and be made of iron pipe or bar; or of such other materials and size as approved by the city engineer.
- C. Shall be located along the centerline of each street right of way and placed at all street intersections, points of curve, points of tangency, points of compound curve, points of reverse curve, center of cul-de-sacs, and center of any eyebrow.
- D. In such cases where the placement of a required survey monument is impractical as determined by the city engineer, a witness corner or reference monument must be placed, preferably on a survey line within the boundary of the subdivision, with reference data given to show its location on the ground in relation to the official subdivision boundary, block, or lot corner. Any such reference monument set and its supporting location information shall be provided to the city engineer for public record purposes.
- E. Benchmarks for vertical survey control shall be established within the subdivision and be in accordance with the provisions of the city engineering design criteria. All such vertical control monuments shall be: placed at convenient locations; placed at intervals of one brass cap per twenty (20) acres or part thereof; and be spaced proportionately throughout the subdivision. Field determined information regarding description, locations, and established elevations of all benchmark monuments set shall be submitted to the city engineer for the purpose of public information prior to any building permits being issued on lots within the subdivision. (Ord. 747, 11-14-2017)

12-6-17: MODIFICATION TO LIMITS OF ACCESS OR NO ACCESS:

- A. Intent: When land has been subdivided and platted under this title, or under other applicable law, and the owner of any land affected by limits of access or limits of no access created in compliance with this title shall have the ability to: add limits of access or limits of no access to areas or lots within the subdivision plat; remove existing limits of access; or otherwise alter the limits of access or the limits of no access on the subdivision plat. Any such action to add to or modify established limits of access or limits of no access shall not require replatting nor shall it require vacation of the existing subdivision plat. However, any such modification shall require the approval by the city planning and engineering staff, city planning commission, and the city council.
- B. Application: The property owner, or the owner's agent, with written permission from the property owner, shall submit an application to the city planning staff to add or modify certain limits of access or limits of no access. Any such application shall include, at a minimum, the following information:
 1. Drawings: Ten (10) paper copies and one electronic copy (PDF) of a scaled survey drawing which should not be greater in size than eleven inches by seventeen inches (11" x 17"), shall be submitted with the application.
 2. Specifications: The survey drawing submitted with the application shall include the existing limits of access or limits of no access along with proposed access modifications clearly identified. The survey drawing shall also illustrate all existing curb cuts, drives, parking areas, easements, buildings, and other relevant information with distances and dimensions shown from lot lines and adjacent street rights of way.
- C. Processing:
 1. Planning Staff Review: The city planning and engineering staff shall review and evaluate the impact of the proposed access modifications on traffic flow, utility easements, and the implementation of various traffic and/or infrastructure improvement plans as may have been previously adopted by the city. The city planning and engineering staff shall also access the impact of any requested access modifications on the flow of traffic on private streets and to adjacent or abutting property owned by persons other than the applicant. City staff comments shall be forwarded to the technical advisory committee (TAC) to be reviewed for any impact on other public and private utility provider facilities or their future needs.
 2. Technical Advisory Committee (TAC) Review: The city planning staff shall forward copies of the application, along with the supporting survey drawing, to the technical advisory committee for review and comment. The recommendation of the TAC shall be compiled with that of the city planning and engineering staff and transmitted to the planning commission for consideration.
 3. Planning Commission Review: The planning commission shall review the proposed access modifications along with all review comments compiled by the planning and engineering staff and those other comments expressed by the TAC and shall either recommend approval, approval with conditions, or denial of the requested modifications. Any recommendation of approval or approval with conditions determined by the planning commission shall be forwarded to the city council for final review and consideration.
 4. City Council Review And Decision: The city council shall review the proposed access modifications along with all review comments by city staff, the TAC, and the planning commission and shall either approve, approve with conditions, or disapprove the application.
 5. Filing Final Document: The owner or the owner's agent, upon satisfaction of any conditions of approval, or upon receiving an unconditional approval from the city council, shall file a survey document accurately illustrating the approved modification to existing limits of access or limits of no access with the Tulsa County clerk and return a certified copy of the recorded document to the city clerk. (Ord. 747, 11-14-2017)

Chapter 7

IMPROVEMENTS

12-7-1: REQUIRED IMPROVEMENTS:

- A. Public And/Or Private Street Improvements: The subdivider shall design, grade, oversee, install, test, and otherwise improve all public and/or private streets which are so designated on the approved final subdivision plat or which directly serve and provide access to the subdivision from adjacent areas in accordance with the city engineering design criteria and as approved by the city engineer.
- B. Street Signs And Names: The city planning staff shall establish the initial street identification names to be placed on the final subdivision plat per the street naming system adopted by the city. Selected street names shall be subject to the approval of the final subdivision plat by the city council after the review and resulting recommendation from the planning commission. The subdivider shall provide all materials and labor necessary for the installation of city standard street identification signs and poles in locations approved by the city and shall also provide and install all traffic control devices and signage as specified by the city engineer.
- C. Streetlights: The subdivider shall provide adequate street lighting along street rights of way, street intersections, and cul-de-sacs within the subdivision and at all street entries into the subdivision from adjacent areas in accordance with the specifications of the city engineering design criteria.
- D. Monuments And Markers: Permanent survey reference markers shall be placed according to the specifications in the city engineering design criteria and as specified in this title. The location of all permanent subdivision boundary corner monuments and required center of street rights of way marker caps shall be shown and referenced on the face of the final subdivision plat. (Ord. 747, 11-14-2017)
- E. Public Water Supply Extensions: The subdivider shall fully design, permit, and install public potable water line extensions throughout the subdivision connecting with approved public potable water sources sufficient to provide water service and fire protection capability to each lot within the subdivision. The installation of required public water line extensions shall not receive city council approval and acceptance for maintenance until the city engineer and the county health department certify that such installation is in compliance with the regulations of the Oklahoma department of environmental quality (ODEQ) and the city engineering design criteria. (Ord. 747, 11-14-2017)
- F. Stormwater Management And Detention Facilities: The subdivider shall design and fully install a stormwater drainage collection, conveyance, and detention system that has been designed and constructed in accordance with the city engineering design criteria and as approved by the city engineer.
- G. Sanitary Sewer Collection System Extensions: The subdivision as a whole and each lot within the subdivision shall be provided with service connections to a public sanitary sewer main constructed in such a manner as to provide service to each individual property within the subdivision. All service connections shall be subject to the approval of the city public works and engineering department and shall be in accordance with the regulations of the Oklahoma department of environmental quality (ODEQ) and the city engineering design criteria. (Ord. 747, 11-14-2017)
- H. Utilities: All such privately owned utilities and associated facilities shall be installed within the public easements, public or private street rights of way, or certain reserve areas identified, illustrated, and specified on the final subdivision plat. (Ord. 747, 11-14-2017)

12-7-2: CONSTRUCTION DOCUMENTS; GENERAL REQUIREMENTS:

- A. Two (2) sets of paper prints and one electronic (PDF) copy of the final construction documents and associated specifications for the installation of all improvements required by this title and the city engineering design criteria shall be prepared by a registered professional engineer licensed in the state of Oklahoma and submitted to the city engineer for review. Per the requirements set forth in the city engineering design criteria and this title, the city engineer shall either approve or require modifications to those construction documents prior to granting final approval. Improvement construction documents shall include, but not be limited to: general area clearing, grubbing, and debris

disposal; excavation, filling, and site and street grading; potable water main extensions and associated service taps; sanitary sewer collection main extensions and associated service taps; street paving; stormwater collection, conveyance, and detention facilities; and temporary and permanent erosion control measures.

- B. The subdivider and the various contractors retained for the installation of subdivision improvements shall be required to participate in various preconstruction meetings with the appropriate city staff prior to the actual installation of either public or private subdivision improvements.
- C. Following the approval of the final subdivision infrastructure construction documents by the city engineer and other appropriate permitting agencies, the subdivider shall install all required improvements in a manner satisfactory to the city engineer and in compliance with other permitting agencies as applicable. Upon completion, any public improvements constructed shall be free and clear of all liens, claims, and encumbrances, as required by the city engineering design criteria. Public improvements installed and bonded for maintenance purposes and as approved by the city engineer shall then be submitted to and approved by the city council for public ownership and maintenance purposes.
- D. The final subdivision plat may then be submitted to the city council for final approval. Upon obtaining such city council approval, the city planning staff shall release the fully executed final subdivision plat to the subdivider for filing in the office of the Tulsa County clerk. (Ord. 747, 11-14-2017)

12-7-3: INSTALLATION OF IMPROVEMENTS; PERFORMANCE BOND OR LETTER OF CREDIT IN LIEU:

- A. Following the approval by the city planning and engineering staff of the final public infrastructure construction documents, which is prerequisite to the approval of the final subdivision plat by the city council, the subdivider shall complete the installation of said public infrastructure improvements in a manner satisfactory to the city engineer. All such completed public infrastructure improvements shall be free and clear of all liens, claims, and encumbrances.
- B. The full installation of the public infrastructure improvements supporting and servicing the subject subdivision is required to be fully complete and accepted by the city for maintenance purposes prior to final subdivision plat approval by the city council. In lieu of said prior installation and acceptance of required infrastructure improvements by the city, the subdivider shall be allowed to submit to the city engineer certified performance bonds or a letter of credit issued to the city by a banking institution acceptable to the city. Any such performance bonds or letters of credit shall guarantee such installation of improvements in amounts equal to one hundred percent (100%) of the engineer's estimate of cost. Any such submittal of performance bonds or letters of credit and the supporting engineer's estimate of costs shall be submitted to and reviewed and approved by the city engineer, city attorney, and city council.
- C. Any official vacation of the final subdivision plat, as provided by state statute, shall remove the obligation to construct improvements by the subdivider or any applicable bonding company or banking institution that has issued performance sureties. (Ord. 747, 11-14-2017)

12-7-4: TIME LIMIT FOR COMPLETION:

Upon granting approval of performance bonds or letters of credit submitted by the subdivider in lieu of the actual installation of required public infrastructure improvements, the subdivider and the city council shall agree upon a deadline for the completion and city acceptance of such required improvements. The maximum period within which required public infrastructure improvements must be completed and accepted shall be specified by the city council in the action approving the final subdivision plat and shall not exceed two (2) years from the date of such final subdivision plat approval, unless formally extended by the city council. Any such extension shall only be granted by the city council for good cause as may be determined by the city council upon written request submitted by the subdivider. Building permits will not be accepted or approved within the subdivision until such time as all infrastructure improvements have been completed and approved by the city. (Ord. 747, 11-14-2017)

12-7-5: INSPECTIONS AND CERTIFICATIONS:

The city public works department, city inspections department, and/or the city engineer shall inspect the construction of any required public infrastructure improvements associated with the subdivision for conformance with the approved construction documents and related specifications. Upon completion of required public infrastructure improvements, the city engineer shall file with the city council a statement either certifying that the public infrastructure improvements have been completed in accordance with this title and the city engineering design criteria or that the improvements are defective, listing the defects and appropriate corrective measures necessary to bring any such defective work into compliance with city or other permitting agency requirements. (Ord. 747, 11-14-2017)

12-7-6: RECORD DRAWINGS:

Upon completion of all required public and private infrastructure improvements, the subdivider and his or her engineering consultant shall file with the city engineer one set of record drawings printed on mylar film, certified to and signed by the engineer of record responsible for the design of the required public or private infrastructure improvements along with one electronic copy (PDF) of all subdivision improvements (public or private) including the recorded final subdivision plat. The record or as built drawings shall be issued to the city engineer prior to the issuance of any building permit on property within the platted area. All record drawings shall certify:

- A. That all required public improvements are fully complete.
- B. That the completed public improvements serving the subdivision are in compliance with this title, the city engineering design criteria, and the plans and specifications approved by the city engineer and any other applicable permitting agency. (Ord. 747, 11-14-2017)

12-7-7: ACCEPTANCE OR FORFEITURE OF IMPROVEMENTS:

At the request of the subdivider, the city council shall accept by formal recorded action any or all public infrastructure improvements for ownership and maintenance purposes; provided, that all statements and agreements specified above have been received and that record or as built construction documents have been submitted to and approved by the city engineer, including a certification that all such public infrastructure improvements are free from any liens or similar financial encumbrances. All required maintenance bonds covering public infrastructure improvements shall begin with the date of formal acceptance by the city council. No building construction shall be permitted on any lot to or on which improvements have not been completed, or the completion guaranteed in accordance with the provisions of this title and the city engineering design criteria. No municipal utility service will be furnished to such lot until the approved record drawings have been received and approved by the city engineer. (Ord. 747, 11-14-2017)

12-7-8: MAINTENANCE BOND OR IRREVOCABLE LETTER OF CREDIT:

Prior to final acceptance of public infrastructure improvements by the city council, the subdivider shall obtain a maintenance bond or irrevocable letter of credit from a surety, bonding company, or lending institution authorized to do business in the state of Oklahoma. The bond or irrevocable letter of credit shall be filed with the city clerk and shall be payable to the city upon demand. The amount of the bond or irrevocable letter of credit shall be equal to one hundred percent (100%) of the entire cost of public improvements installed including all water line extensions, sanitary sewer collection lines, streets, and grading, drainage, and stormwater management improvements. The duration of the maintenance bond or letter of credit for street grading, surfacing, curbs, and associated drainage structures (curb inlets) shall be two (2) years from the date of formal acceptance of these public improvements for ownership and maintenance purposes by the city council. The duration of maintenance bonds or letters of credit for all other public improvements shall be one year from the date of formal acceptance of those improvements for ownership and maintenance purposes by the city council. (Ord. 747, 11-14-2017)

Chapter 8

LOT SPLITS

12-8-1: AUTHORITY:

The city planning commission (planning commission), pursuant to the powers and jurisdiction vested through 11 Oklahoma Statutes article XLV, does hereby exercise the power and authority to review, approve, and disapprove transfers of land ownership, hereinafter referred to as lot splits. (Ord. 747, 11-14-2017)

12-8-2: INTENT:

The provisions contained in this chapter are intended to establish minimum procedures and standards for lot split applications, processing, and associated approvals in order to accomplish the policy and purposes set forth in this title. (Ord. 747, 11-14-2017)

12-8-3: PROCEDURES:

The following procedures shall be followed in processing lot split applications:

- A. A standard city lot split application shall be filed with the city planning staff, along with the appropriate fees paid, in accordance with the following requirements:
 1. Two (2) copies of an accurate scalable survey drawing along with an electronic drawing file (PDF) shall accompany all lot split applications.
 2. Any such survey drawing shall include and illustrate the following at a minimum: all existing and proposed lot or property lines; all existing easements; all existing buildings, structures, and pertinent site improvements; dimensional information locating these features from lot or property lines; adjacent street and street rights of way widths; existing and proposed access provisions and/or limitations; current ownership of the property being considered for lot split; a graphic north arrow; and applicable plan scale.
 3. The lot split applicant is encouraged to limit the drawing to a maximum size of eleven inches by seventeen inches (11" x 17").
- B. As a part of the lot split review process, the city planning staff shall:
 1. Distribute copies of the application form and supporting drawing to the technical advisory committee (TAC) and any other appropriate officials, agencies, or departments that may have input on the lot split application;
 2. Perform a field check of the area being lot split;
 3. Review the application for conformance with the city comprehensive master plan, city zoning ordinances, any applicable planned unit development approval conditions, any previous city board of adjustment actions, and this title; and
 4. Prepare recommendations including comments received from other officials, agencies, or departments contacted including those of the TAC.
- C. For lot splits that involve acquiring access or utility easements or, in the city planning staff's opinion, require review by additional companies or agencies, but yet do not involve a waiver of zoning or subdivision regulation requirements, the following processing procedure shall be followed:
 1. A copy of the lot split application and associated survey drawing(s) shall be sent to the applicable utility suppliers and the city engineering and public works department by the planning staff.

2. After each utility supplier or agency to which the lot split application was referred has notified the planning staff of all requirements and/or suggested modification, the planning staff shall in turn notify the lot split applicant in writing of any requirements or modifications requested or suggested.
3. If the proposed lot split involves a tract that is currently utilizing or will utilize a private sewage disposal system, a copy of the application form, associated drawings, and resulting permit received from the Oklahoma state department of environmental quality (ODEQ) and the Tulsa County health department permitting the construction and operation of any such facility shall be provided to the planning staff prior to final planning commission consideration and approval of the requested lot split.
4. When approvals from all applicable utility suppliers and/or other agencies involved have been received, the city planning staff shall place the lot split application on the agenda of the next regularly scheduled planning commission meeting for review and consideration.

D. For lot split applications that involve or require a waiver of any provision of this title, the following processing procedure shall apply:

1. The official lot split application cutoff date shall be observed. Such cutoff date shall coincide with that of subdivision plat review applications.
2. The applicant shall describe on the lot split application the exact nature of the requested waiver and shall describe why strict compliance with this title is not possible or feasible.
3. A copy of the lot split application and supporting documentation shall be sent to the applicable utility suppliers, the city engineering and public works department, and to the ODEQ and/or the Tulsa County health department, if required. The planning staff shall inform the applicant of the date of the technical advisory committee (TAC) meeting at which the application shall be reviewed along with the details of the request for a waiver of this title.
4. The planning staff shall present the lot split application at a scheduled TAC meeting for comments, requirements, and recommendations from the members of the committee.
5. The findings, comments, recommendations, and requirements of the TAC shall be compiled along with those of the planning and engineering department staff and forwarded to the next scheduled board of adjustment meeting for review and consideration regarding any request for waiver from this title.
6. The board of adjustment shall review the lot split application and any requested waiver of this title and either approve or disapprove the application for waiver or variance. If the lot split application variance is disapproved by the board of adjustment, the applicant may appeal the decision of the board of adjustment to the Tulsa County district court. If the requested variance is approved by the board of adjustment, the lot split application is forwarded to the planning commission for final review and consideration at the next regularly scheduled meeting.

E. The planning commission shall review the requested lot split application, consider all comments from the planning staff, the TAC, the board of adjustment, and those of any other applicable agency and shall either approve, approve with conditions, or disapprove the application. If the planning commission denies a lot split application, the denial may be appealed to the city council within ten (10) calendar days of the planning commission meeting. The action of the city council shall be deemed final except as otherwise subject to applicable state statutes. (Ord. 747, 11-14-2017)

12-8-4: APPROVAL OR DISAPPROVAL OF SPLIT:

A. Guidelines: Approval or disapproval of a lot split shall be based upon the following guidelines:

1. Lots:

- a. The resulting lot configuration, boundary dimensions, and land area shall conform to the city zoning ordinance and this title.

b. In the case of lots not served by public sanitary sewers and/or public water, such lots shall exceed the requirements set forth above with sufficient additional area to properly accommodate a suitable private sewage disposal system in accordance with the design standards set forth by the Oklahoma department of environmental quality (ODEQ). Appropriate soil percolation tests shall be made accordingly, with an adequacy determination to be made by ODEQ as evidenced by the issuance of a permit to construct. A copy of the issuance of a permit to construct by ODEQ shall subsequently be submitted to the city planning staff for consideration during the review of the lot split application and prior to any final planning commission approval.

c. Corner lots should have such extra width and area beyond the minimum requirements for other lots as may be necessary to permit appropriate setbacks from both streets ensuring adequate buildable space and any areas required for the installation and operation of a private sewage disposal system as applicable.

2. Utility Easements: Where a lot split will result in a lot having inadequate access to utility easements, the dedication of additional easements to the public shall be required in accordance with the requirements of the applicable utility supplier or suppliers, this title, and the city engineering design criteria.

3. Access And Streets:

a. Where a tract to be lot split is controlled by a nonaccess provision, no lot split shall be approved where such provision will preclude access to public right of way for the resulting lots.

b. The splitting of land shall provide each resulting lot with access to a public street or highway such that the convenience of the lot owner or user is assured. Any such lot split shall be accomplished in such a manner that the resulting lots shall: provide adequate access to all private and public utilities that may currently be available; and provide for adequate garbage and waste removal services, emergency police and fire protection, and other forms of public health and safety.

c. Where land to be lot split contains areas within its boundaries designated for future street rights of way as illustrated on the major street and highway plan adopted by the city, the lot split shall not be approved where the resulting lot configurations fail to conform to such street plan regarding the need for future arterial street rights of way, except upon a finding by the city planning staff that:

(1) All public and private utilities are in place and additional right of way is not required for future utility placement.

(2) The public has, by virtue of statutory easement or suitable existing roadway right of way dedication, sufficient area to allow the placement of pavement and related drainage facilities for the type of streets and sidewalks illustrated on the major street and highway plan and in accordance with the city engineering design criteria.

(3) Development made possible by the lot split will not measurably increase the burden of traffic on an adjacent street to such an extent that it would adversely affect the public health, safety, and welfare requiring the dedication of additional right of way.

(4) Existing structures or natural obstacles lie in the right of way alignment proposed by the major street and highway plan that preclude the feasible extension of rights of way and street related improvements.

4. Sewage Disposal: Where a public sanitary sewer is reasonably accessible, as determined by the city planning and engineering staff, and in all instances where a proposed subdivision is within 500 feet of a City sanitary sewer main, the subdivider shall connect with such existing sanitary sewer and provide adequate sewer service to each resulting lot. Where no public sewers are accessible and no plans for the same have been prepared, the subdivider shall: design and install a gravity flow sewer line extension connecting to and extending from an existing public sewer collection system of appropriate capacity; install a sanitary sewer lift station and supporting force main discharging into an existing public sanitary sewer collection system of appropriate capacity; or provide a public or private sewerage treatment/disposal system for the development of the resulting properties in accordance with the city engineering design criteria. Any option chosen by the developer involving the design and installation of facilities necessary for the collection and discharging of sanitary sewerage shall be submitted to and permitted by the Oklahoma department of environmental quality.

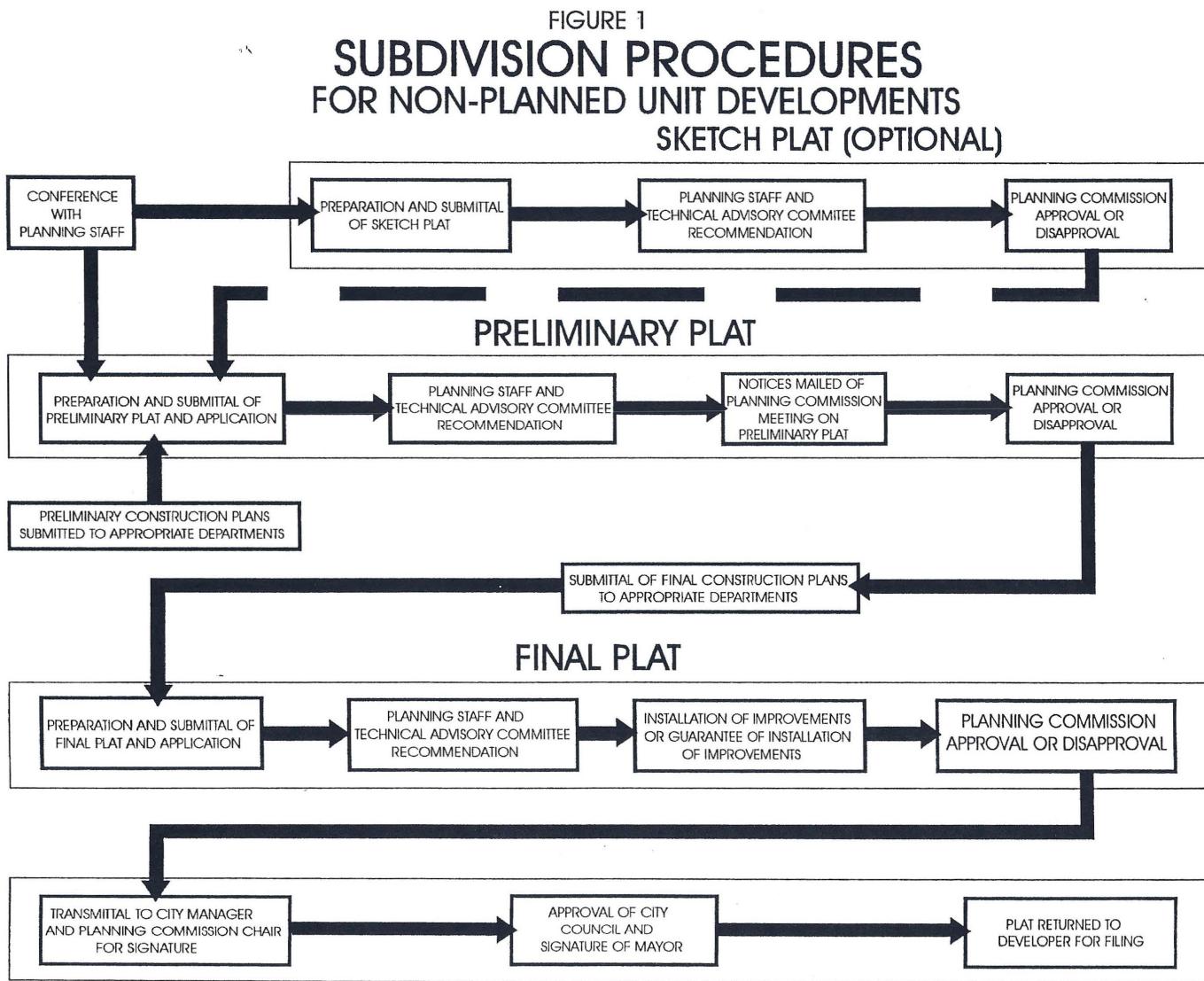
5. Water Service: All resulting lots shall be served by an approved public water supply.

B. Certificate Of Approval:

1. Lot split approval shall be shown by certification on the resulting instruments of ownership transfer (deeds) as required by state statute. The certification shall be signed and dated by the chairperson of the planning commission.
2. The lot split applicant may then file the ownership transfer instruments (deeds) with the Tulsa County clerk with one certified copy of each recorded transfer instrument returned to the city planning department. The recorded transfer instruments shall be an official document that will be contained in the abstract of title of each resulting lot split property. (Ord. 747, 11-14-2017)

Chapter 9 FIGURES

12-9-1: FIGURE 1, SUBDIVISION PROCEDURES FOR NONPLANNED UNIT DEVELOPMENTS:



(Ord. 747, 11-14-2017)

12-9-2: FIGURE 2, FINAL PLAT CERTIFICATION OF APPROVAL:

**FINAL PLAT
CERTIFICATION OF APPROVAL**

I hereby certify that this plat was approved by the
Glenpool Planning Commission on

Chairperson, Vice Chairperson or Secretary

I hereby certify that this plat was approved by the
Glenpool City Council on

Mayor or Vice Mayor

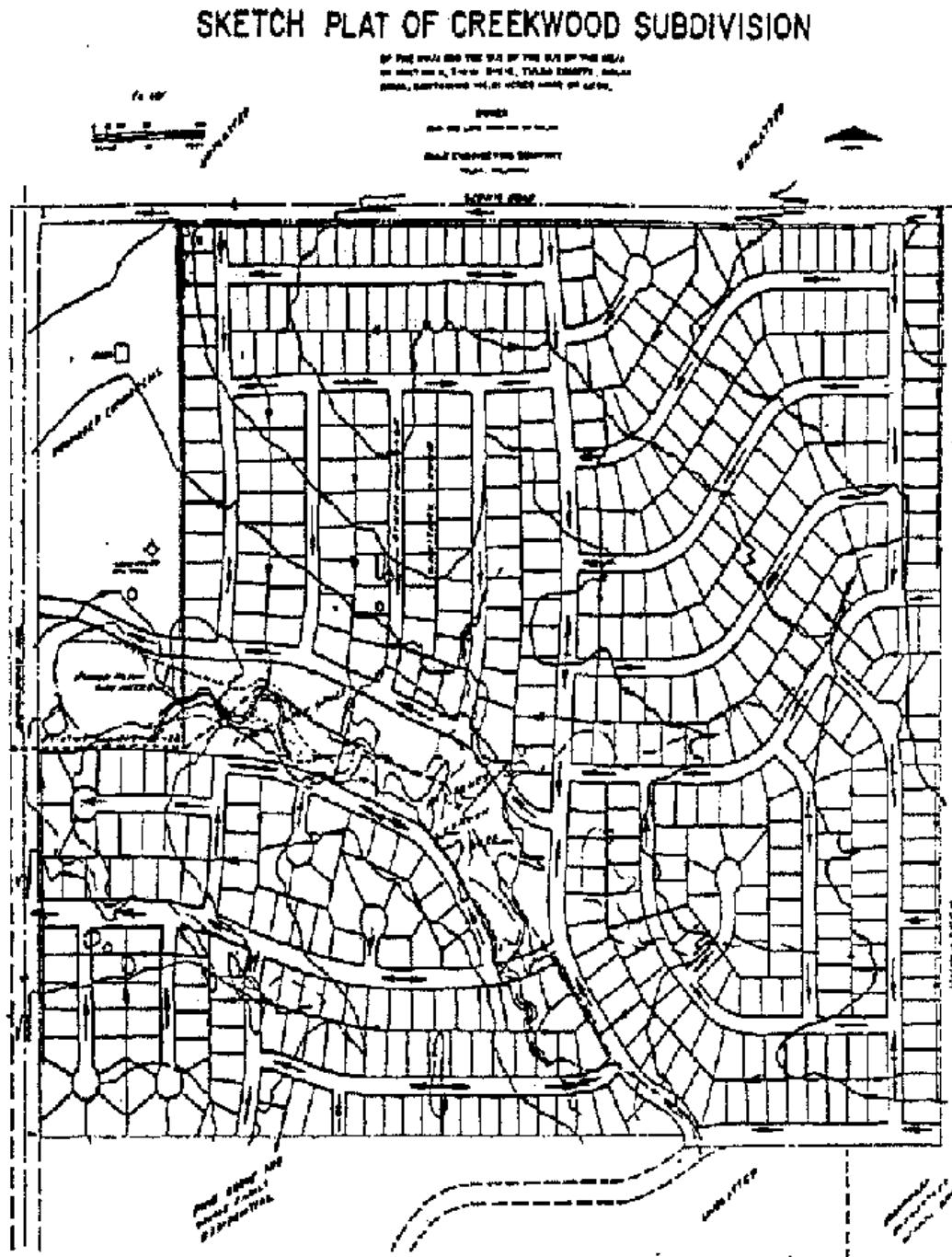
This approval is void if the above signatures are not
endorsed by the City Manager

City Manager

This approval shall not be interpreted to mean
streets, sanitary sewers, storm drainage or other
utilities are constructed as shown on this plat

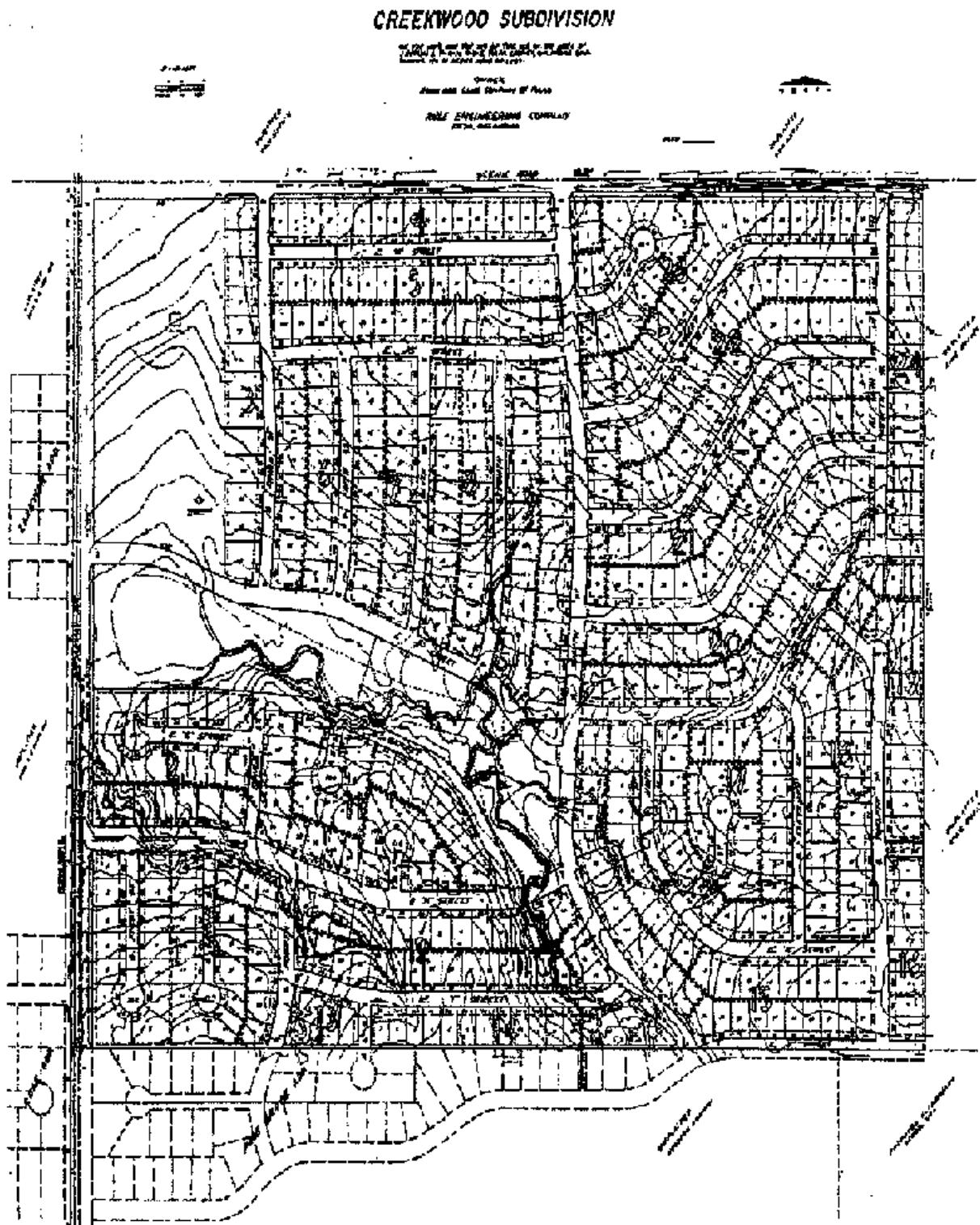
(Ord. 747, 11-14-2017)

12-9-3: FIGURE 3, SKETCH PLAT OF CREEKWOOD SUBDIVISION:



(Ord. 747, 11-14-2017)

12-9-4: FIGURE 4, PRELIMINARY PLAT OF CREEKWOOD SUBDIVISION:



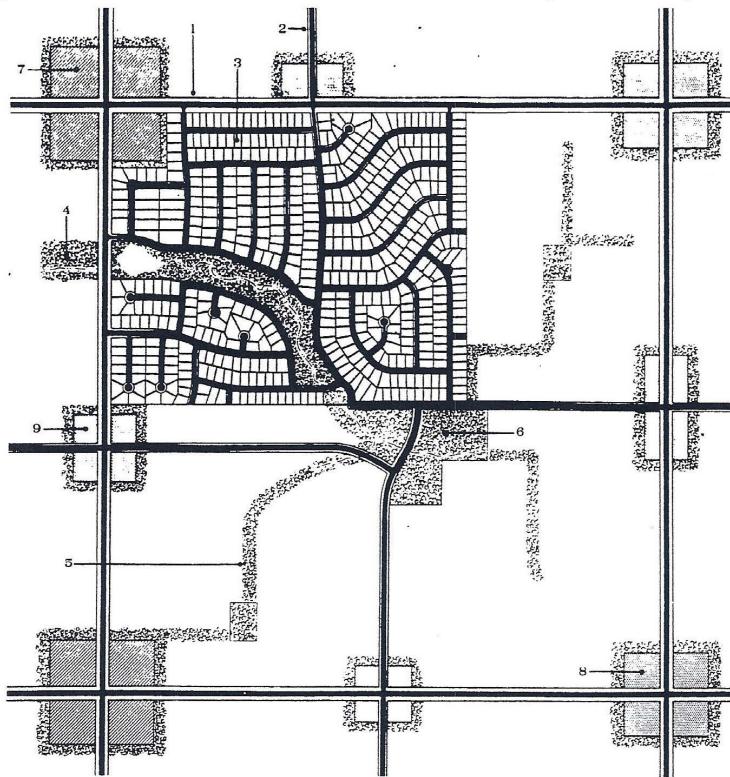
(Ord. 747, 11-14-2017)

12-9-5: FIGURE 5, FINAL PLAT OF CREEKWOOD SUBDIVISION:



(Ord. 747, 11-14-2017)

12-9-6: FIGURE 6, NEIGHBORHOOD CONCEPT:

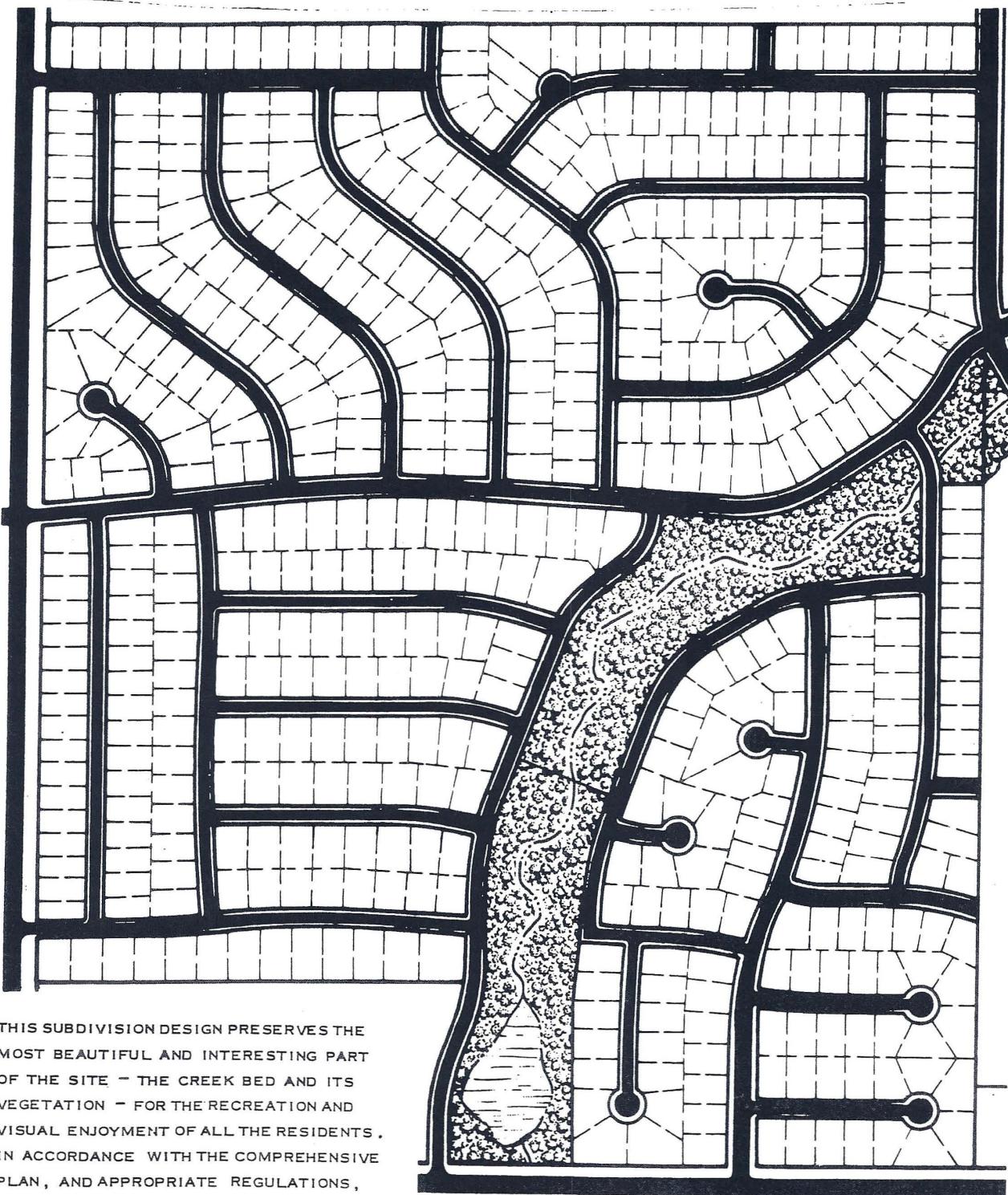


THE NEIGHBORHOOD CONCEPT, AS SCHEMATICALLY ILLUSTRATED ABOVE, REPRESENTS A DESIRABLE ORGANIZATION OF THE ELEMENTS OF A NEIGHBORHOOD.

1. ARTERIAL STREETS BOUND TYPICAL NEIGHBORHOODS.
2. RESIDENTIAL COLLECTOR STREETS LINK MINOR STREETS TO ARTERIALS.
3. ACCESS TO RESIDENTIAL PROPERTY IS LOCALIZED, WHENEVER POSSIBLE, ON MINOR STREETS.
4. OPEN SPACE PROVISIONS ARE RELATED TO SIGNIFICANT NATURAL FEATURES AND FORM A PART OF AN OVERALL SYSTEM.
5. PLATTING OF SUB-NEIGHBORHOOD AREAS ARE DESIGNED TO PROVIDE SMALL PLAY AREAS AND PEDESTRIAN CONNECTIONS TO THE REST OF THE NEIGHBORHOOD AND TO COMMUNITY FACILITIES.
6. ELEMENTARY SCHOOLS CENTRALLY LOCATED ON THE NEIGHBORHOOD COLLECTORS AND SITED SO AS TO EXTEND OR RELATE TO OPEN SPACE SYSTEM.
7. MAJOR COMMERCIAL ACTIVITIES LOCATED AT PRIMARY ARTERIAL INTERSECTIONS.
8. NEIGHBORHOOD OR LOCAL COMMERCIAL ACTIVITIES LOCATED AT SECONDARY ARTERIAL INTERSECTIONS.
9. PUBLIC FACILITIES, SUCH AS CHURCHES LOCATED ON PERIPHERY AT COLLECTOR AND ARTERIAL INTERSECTIONS.

(Ord. 747, 11-14-2017)

12-9-7: FIGURE 7, OPEN SPACE:



THIS SUBDIVISION DESIGN PRESERVES THE
MOST BEAUTIFUL AND INTERESTING PART
OF THE SITE - THE CREEK BED AND ITS
VEGETATION - FOR THE RECREATION AND
VISUAL ENJOYMENT OF ALL THE RESIDENTS.
IN ACCORDANCE WITH THE COMPREHENSIVE
PLAN, AND APPROPRIATE REGULATIONS,
PORTIONS OF THE AREA CAN BE RESERVED
AS COMMON AREA FOR USE OF RESIDENTS
OR DEDICATED AS PUBLIC OPEN SPACE.

12-9-8: FIGURE 8, BORDER STREETS:



12-9-9: FIGURE 9, TRAFFIC RIGHT-OF-WAY STANDARDS:

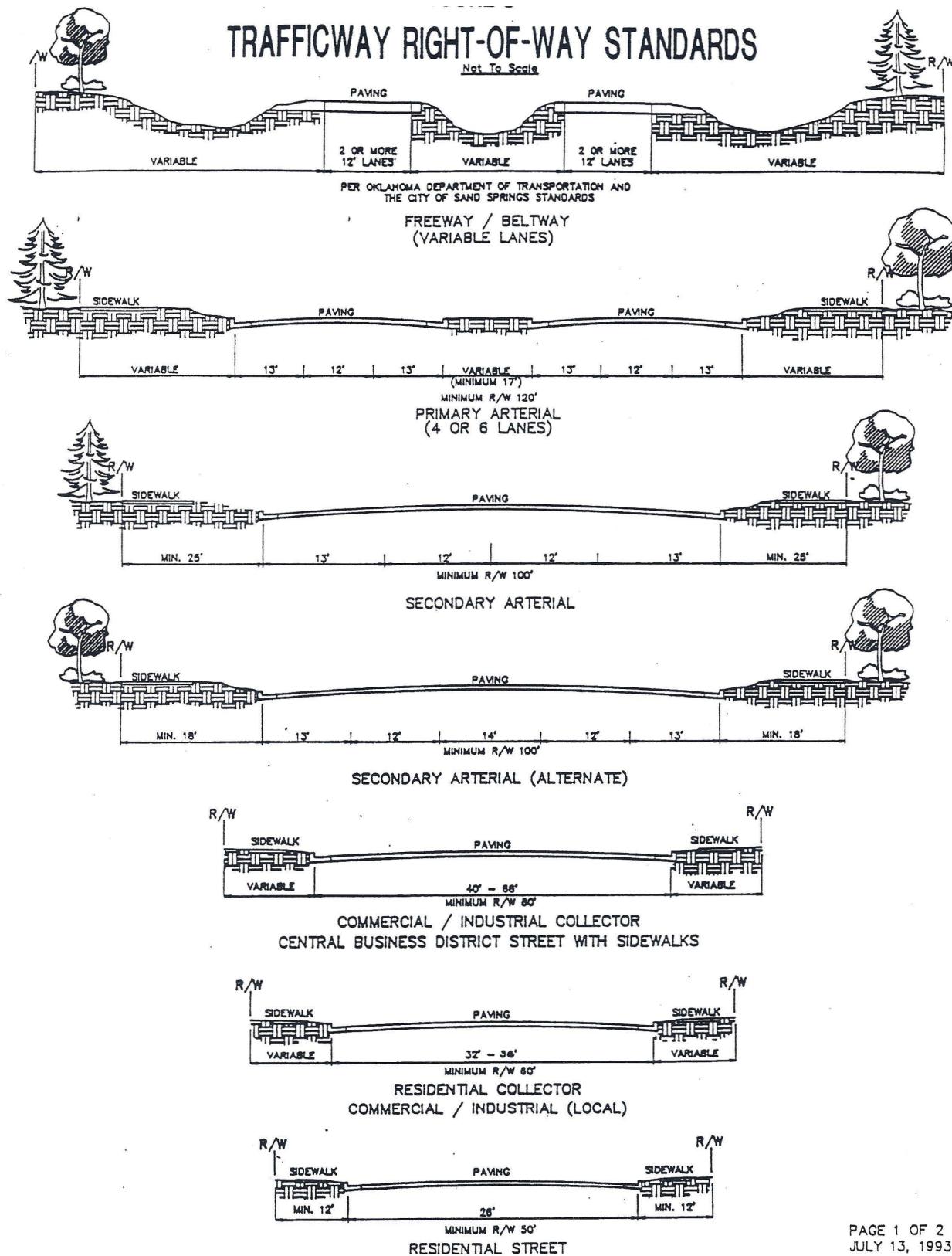
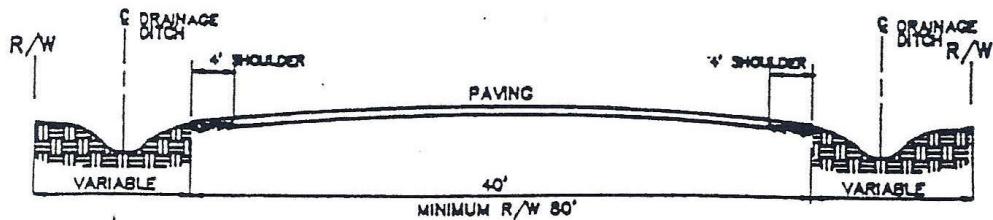


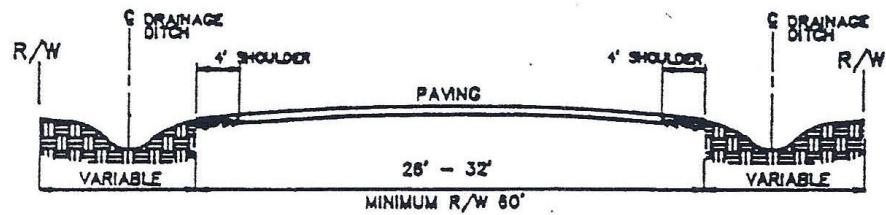
FIGURE 9, TRAFFIC RIGHT-OF-WAY STANDARDS (*continued*):

TRAFFICWAY RIGHT-OF-WAY STANDARDS

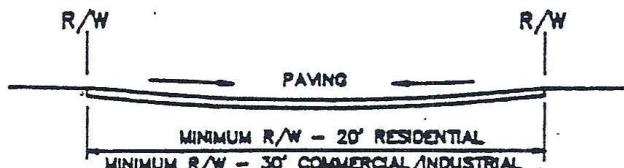
Not To Scale



COMMERCIAL / INDUSTRIAL COLLECTOR WITH OPEN DRAINAGE



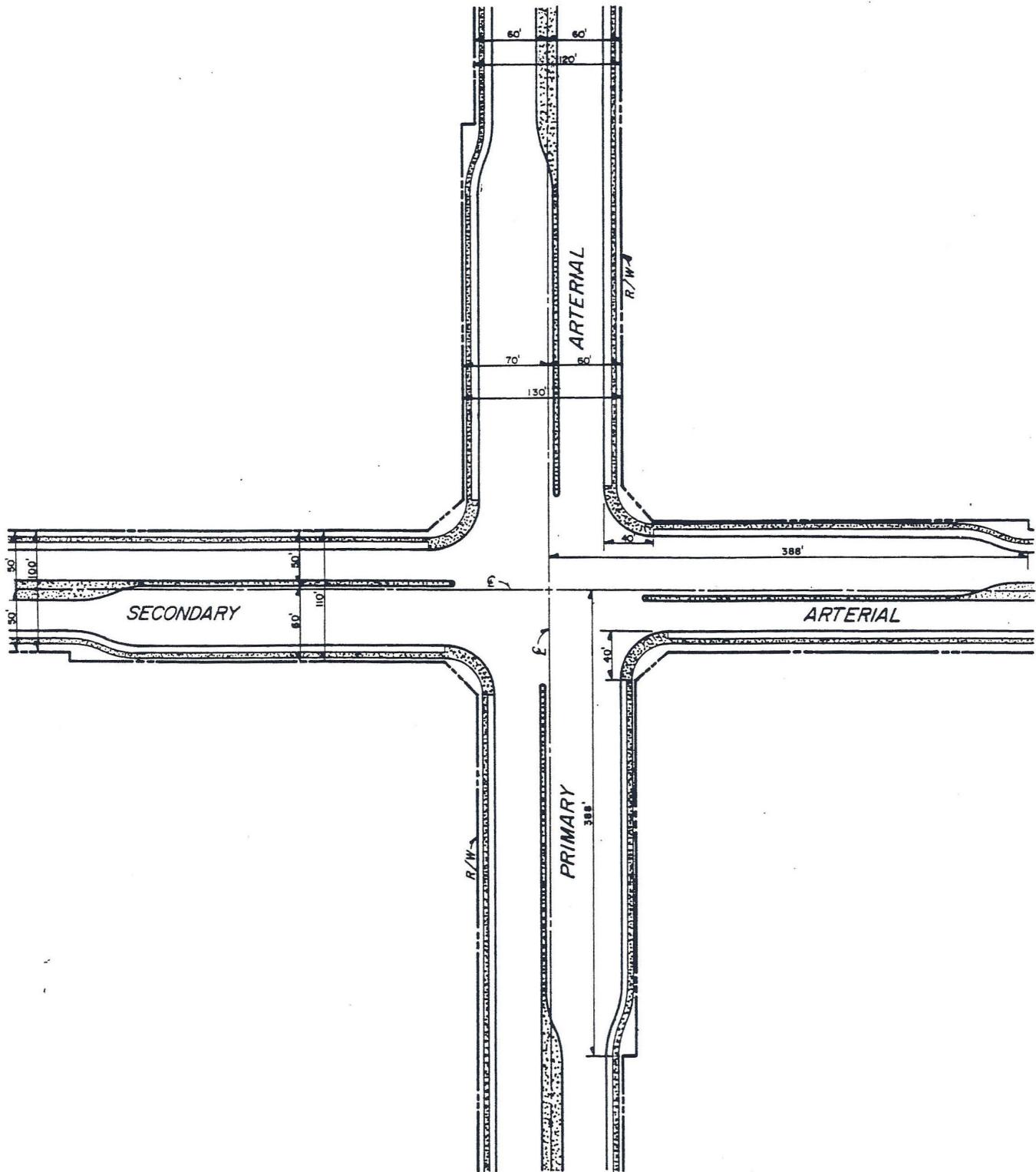
RESIDENTIAL STREET WITH OPEN DRAINAGE
COMMERCIAL / INDUSTRIAL (LOCAL) W/OPEN DRAINAGE



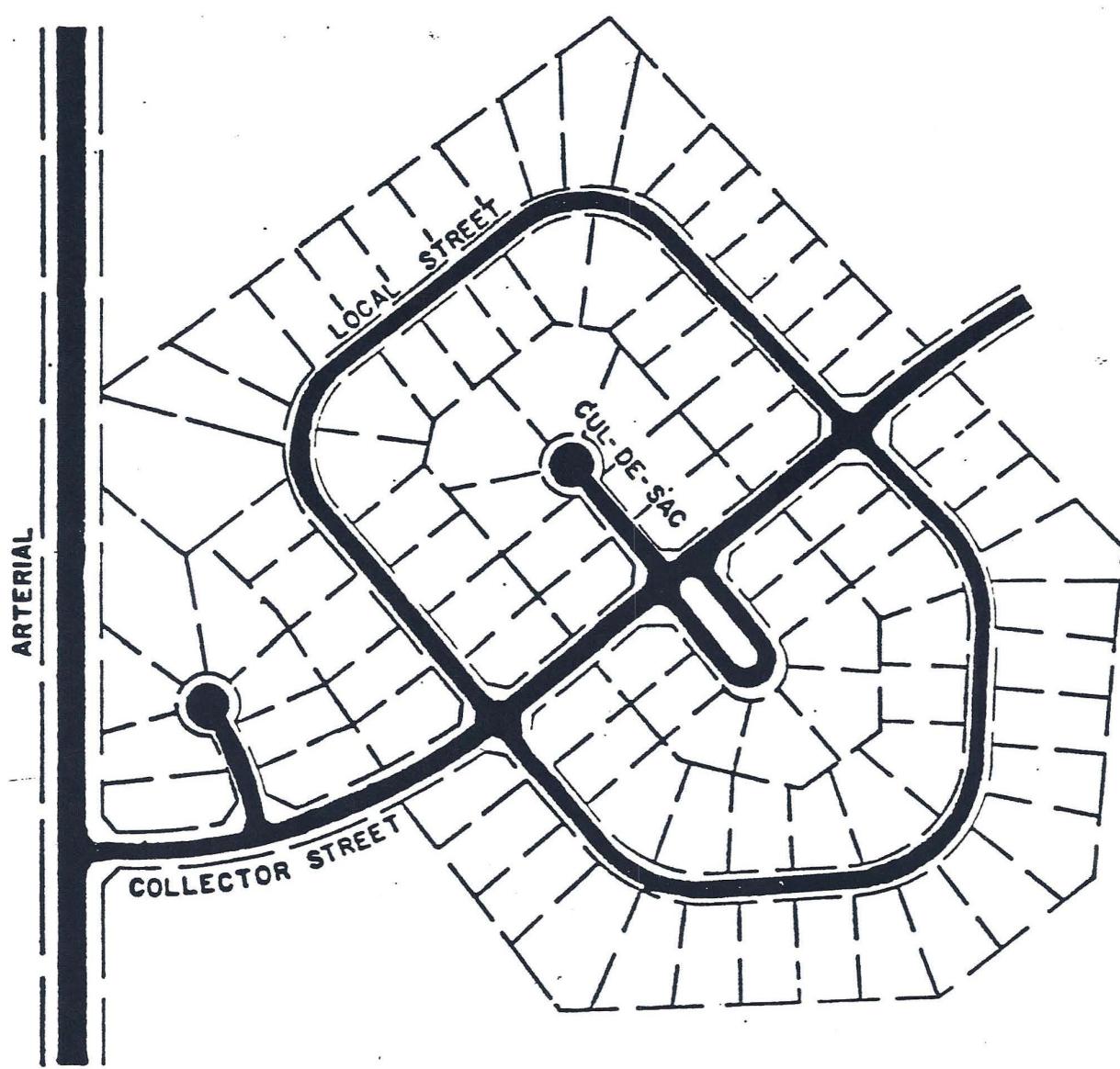
ALLEY WAY

12-9-10: FIGURE 10, TRAFFIC RIGHT-OF-WAY STANDARDS AT INTERSECTIONS:

TRAFFICWAY RIGHT-OF-WAY STANDARDS AT INTERSECTIONS



12-9-11: FIGURE 11, STREET PATTERN:



Notes:

Streets Shown:

Minor arterial, Collector,
Local, Cul-de-Sac

Lots:

Front on Local & Cul-de-Sac
Side on Collectors
Back on Minor & Major Arterials
90 degree or Radial to Streets

12-9-12: FIGURE 12, STANDARD LOCATION OF UNDERGROUND UTILITIES:

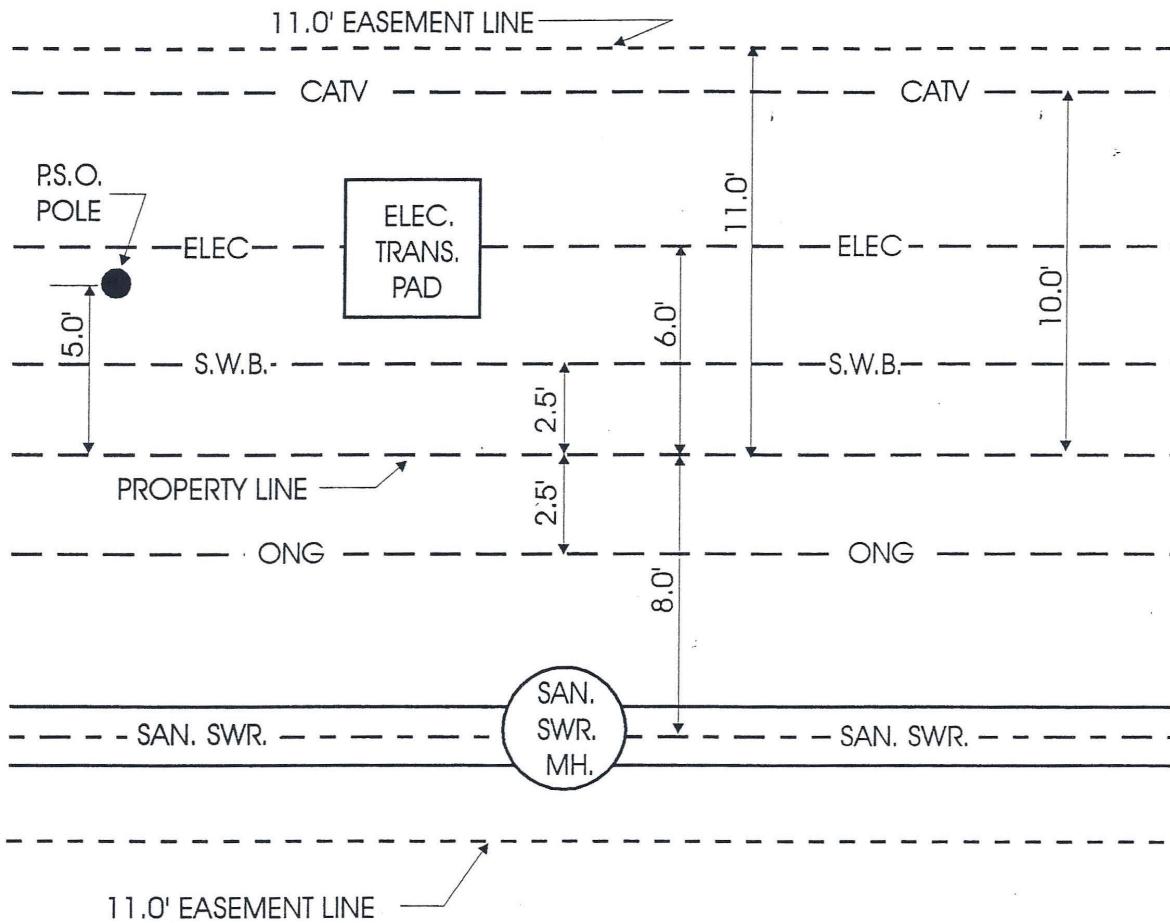


FIGURE 12
**STANDARD LOCATION OF
UNDERGROUND UTILITIES**
BACK TO BACK 11.0' EASEMENTS

FIGURE 12, STANDARD LOCATION OF UNDERGROUND UTILITIES (continued):

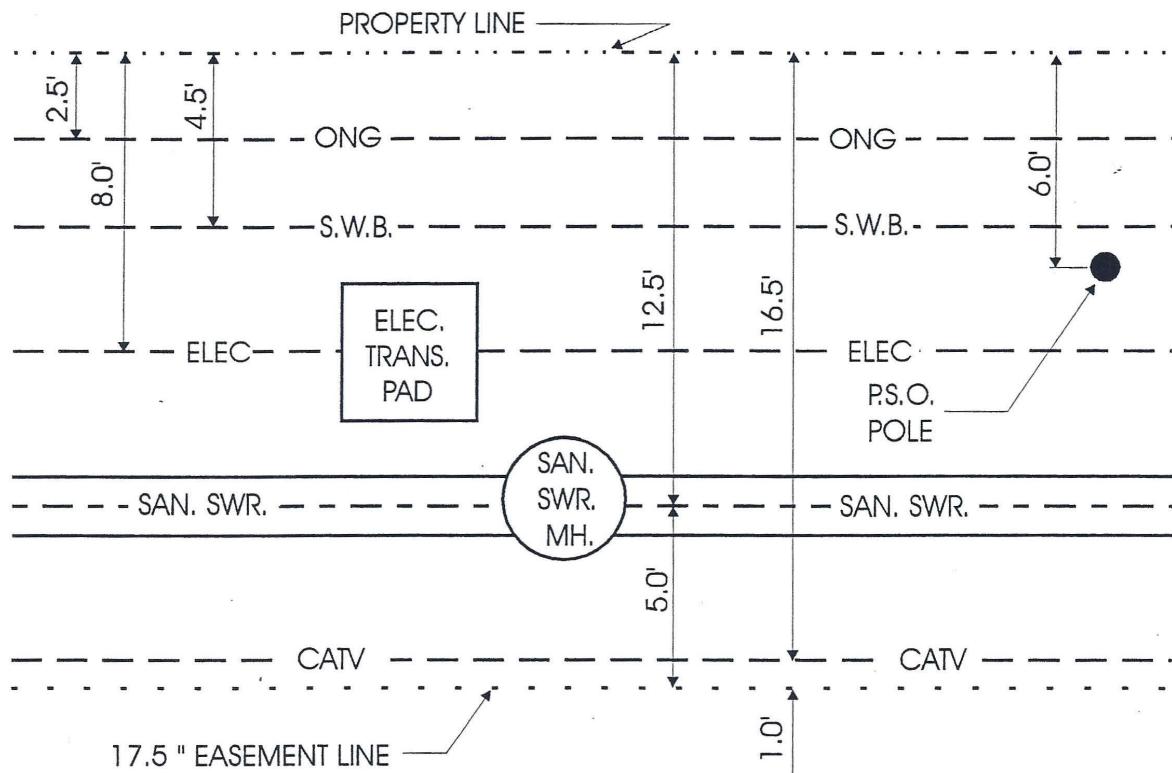
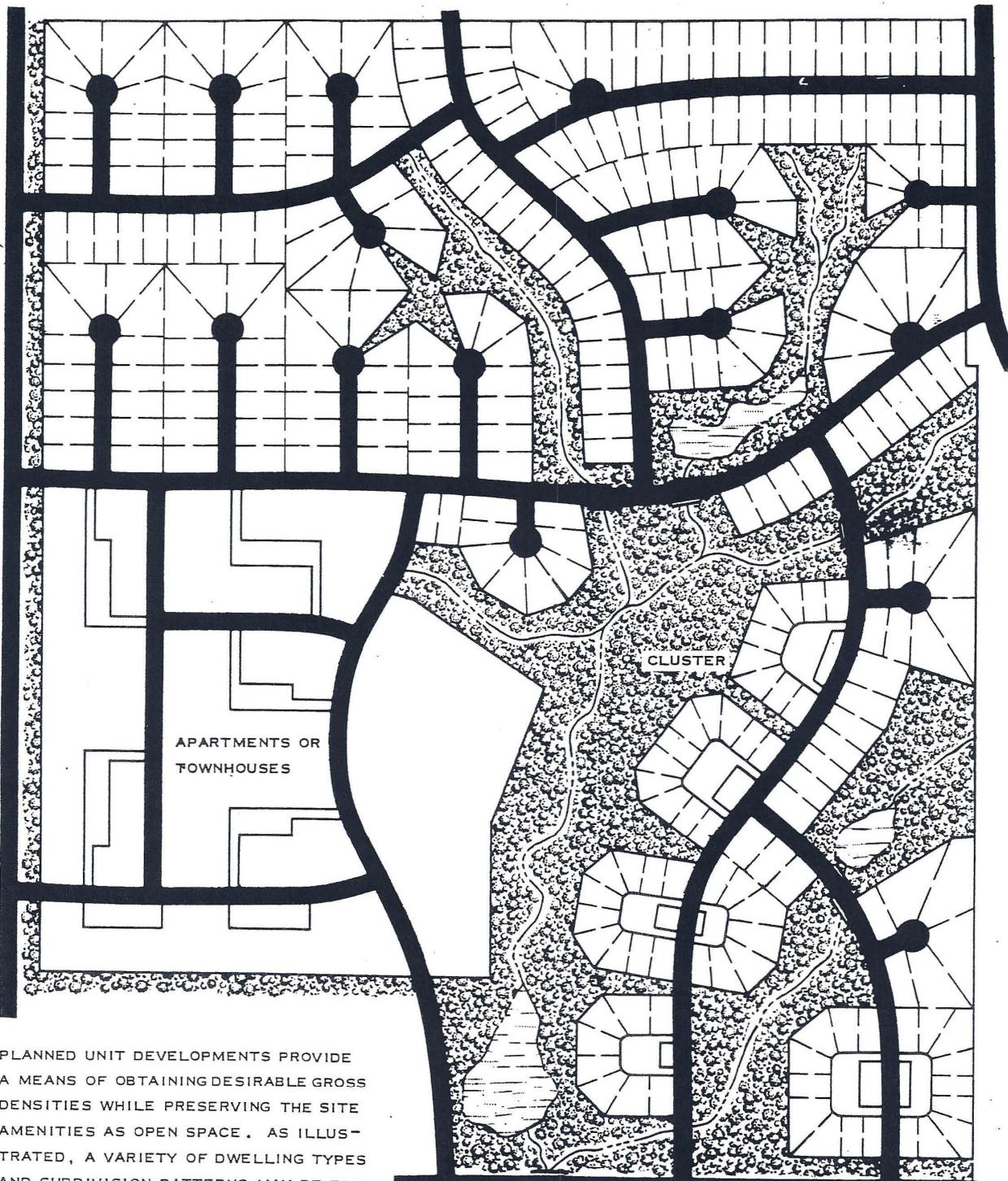


FIGURE 12
STANDARD LOCATION OF
UNDERGROUND UTILITIES
17.5' PERIMETER EASEMENT

12-9-13: FIGURE 13, PLANNED UNIT DEVELOPMENT:



PLANNED UNIT DEVELOPMENTS PROVIDE A MEANS OF OBTAINING DESIRABLE GROSS DENSITIES WHILE PRESERVING THE SITE AMENITIES AS OPEN SPACE. AS ILLUSTRATED, A VARIETY OF DWELLING TYPES AND SUBDIVISION PATTERNS MAY BE EMPLOYED SO AS TO CAPITALIZE ON TOPOGRAPHY AND OTHER SITE FEATURES AND TO BROADEN MARKET APPEAL.