

**CITY OF CLAREMORE
LAND DEVELOPMENT CODE**

TABLE OF CONTENTS

SECTION 1. SUBDIVISION REGULATIONS

**SECTION 2. ENGINEERING DESIGN
CRITERIA**

**SECTION 3. STANDARD SPECIFICATIONS
FOR CONSTRUCTION**

SUBDIVISION REGULATIONS

**City of Claremore
Oklahoma**

Prepared by:

INCOG

**CITY OF CLAREMORE
SUBDIVISION REGULATIONS**

AMENDMENTS PAGE

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TABLE OF CONTENTS

| SECTION 1. | GENERAL PROVISIONS | Page |
|-------------------|---|-------------|
| 1.1 | TITLE | 1 |
| 1.2 | AUTHORITY | 1 |
| 1.3 | JURISDICTION | 1 |
| 1.4 | PURPOSES | 1 |
| 1.5 | CONFLICT AND SEVERABILITY | 2 |
| 1.6 | SAVING PROVISION | 2 |
| 1.7 | AMENDMENTS | 3 |
| 1.8 | CONDITIONS | 3 |
| 1.9 | WAIVER OF PLATTING REQUIREMENT | 3 |
| 1.10 | MODIFICATIONS | 3 |
| 1.11 | DEFINITION AND TENSE | 4 |
| 1.12 | MINIMUM STANDARDS AND DESIGN CRITERIA | 4 |
| 1.13 | PREVIOUSLY PLATTED SUBDIVISIONS | 5 |
| | | |
| SECTION 2. | APPLICATION PROCESS | |
| 2.1 | PREAPPLICATION CONFERENCE | 1 |
| 2.2 | SKETCH PLAT | 2 |
| 2.3 | TECHNICAL ADVISORY COMMITTEE | 3 |
| 2.4 | PRELIMINARY PLAT | 3 |
| 2.5 | FINAL CONSTRUCTION PLANS | 6 |
| 2.6 | FINAL PLAT | 7 |
| | | |
| SECTION 3. | SPECIFICATION FOR DOCUMENTS | |
| 3.1 | PLATTING ACCURACY | 1 |
| 3.2 | SKETCH PLAT | 1 |
| 3.3 | PRELIMINARY PLAT | 2 |
| 3.4 | CONCEPTUAL IMPROVEMENT PLANS | 3 |
| 3.5 | FINAL CONSTRUCTION PLANS | 4 |
| 3.6 | FINAL PLAT | 5 |
| 3.7 | MONUMENTATION | 9 |

| | | |
|-------------------|--|----------|
| SECTION 4. | PLANNING AND DESIGN REQUIREMENTS | |
| 4.1 | GENERAL | 1 |
| 4.2 | STREETS | 2 |
| 4.3 | ALLEYS | 11 |
| 4.4 | SIDEWALKS | 11 |
| 4.5 | BLOCKS | 12 |
| 4.6 | LOTS | 13 |
| 4.7 | EASEMENTS | 14 |
| 4.8 | FLOODPLAIN AREAS | 14 |
| 4.9 | STORM WATER DRAINAGE AND DETENTION FACILITIES .. | 15 |
| 4.10 | OIL AND GAS EXTRACTION SITES – RESIDENTIAL SUBDIVISIONS | 15 |
| 4.11 | SANITARY SEWAGE DISPOSAL AND WATER SUPPLY.... | 15 |
| SECTION 5. | REQUIREMENTS FOR IMPROVEMENTS AND BONDING | |
| 5.1 | INSTALLATION OF IMPROVEMENTS | 1 |
| 5.2 | BONDING OF SUBDIVISION IMPROVEMENTS | 1 |
| 5.3 | COMPLETION AND ACCEPTANCE OF PUBLIC IMPROVEMENTS | 3 |
| 5.4 | TIME LIMIT | 4 |
| 5.5 | VACATED PLATS | 4 |
| SECTION 6. | LOT-SPLIT PROCEDURES AND STANDARDS | |
| 6.1 | AUTHORITY | 1 |
| 6.2 | INTENT AND PURPOSE | 1 |
| 6.3 | PROCEDURE | 1 |
| 6.4 | CERTIFICATE OF APPROVAL | 3 |
| 6.5 | APPROVAL GUIDELINES | 3 |
| SECTION 7. | DEFINITIONS | 1 |

ILLUSTRATIONS

| | FIGURE |
|---|--------|
| DEVELOPMENT DISTRICT CONCEPT | 1 |
| NEIGHBORHOOD CONCEPT | 2 |
| PROPOSED SUBDIVISION SITE | 3 |
| SKETCH PLAT | 4 |
| PRELIMINARY PLAT | 5 |
| FINAL PLAT | 6 |
| PLANNED UNIT DEVELOPMENT | 7 |
| BORDER STREETS | 8 |
| OPEN SPACE | 9 |
| DEVELOPMENT REVIEW AND PROCESSING | 10 |

APPENDICES

- A. CITY OF CLAREMORE AND OKLAHOMA STATE DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS FOR SANITARY SEWER IMPROVEMENTS
- B. STANDARD LOCATION OF UNDERGROUND UTILITY LINES AND COLOR CODE
- C. AGREEMENT GUARANTEEING INSTALLATION OF IMPROVEMENTS
- D. MAJOR STREET PLAN: TRAFFIC RIGHT-OF-WAY AND PAVING SECTIONS
- E. REQUIREMENTS FOR TRAFFIC CHANNELIZATION AND TURN BAYS ON ARTERIAL STREETS

SECTION 1. GENERAL PROVISIONS

1.1 TITLE.

These Regulations shall hereafter be known, cited and referred to as the Subdivision Regulations of the City of Claremore.

1.2 AUTHORITY.

The Claremore-Rogers County Metropolitan Area Planning Commission (hereafter referred to as "Planning Commission") pursuant to the powers and jurisdiction vested through O.S. Title 19, Section 866.1 - 866.36 and subsequent amendments thereto hereby exercise the power and authority to review, approve and disapprove plats for the subdivision of land.

1.3 JURISDICTION.

These Subdivision Regulations shall apply to all subdivisions of land located within the jurisdictional area of the City of Claremore and the Planning Commission as established by law now in effect or as may be amended from time to time and in particular, the following:

1. The division of land into two (2) or more tracts, lots, sites, or parcels, any part of which, when subdivided, shall contain less than ten (10) acres in area; or
2. The division of land, previously subdivided or platted, into tracts, lots, sites or parcels, of less than ten (10) acres in area; or
3. The dedication, vacation or reservation of any public or private easement through any tract of land regardless of the area involved, including those for use by public and private utility companies; or
4. The dedication or vacation of any street or alley through any tract of land regardless of the area involved.

1.4 PURPOSES.

These Regulations are adopted for the following purposes:

1. To provide for the physical development of the City of Claremore in accordance with the Comprehensive Plan and the Major Street Plan;
2. To harmoniously relate the development of the various tracts of land to the existing community and facilitate the future development of adjoining tracts;
3. To provide the most beneficial relationship between the uses of land, buildings and the circulation of traffic throughout the City, having particular regard to the avoidance of congestion in the streets and highways, and the pedestrian traffic movements appropriate to the various uses of land and buildings, and to provide for the proper location and width of streets and building lines;

4. To secure and provide for the proper arrangement of streets or other highways in relation to the existing or planned streets or highways or to the Comprehensive Plan or plans of the area; for adequate and convenient open spaces for traffic, utilities, access of fire fighting apparatus, parking lots, parks, playgrounds, light and air; and for the avoidance of congestion of population;
5. To establish a subdivision process that is expeditious, efficient and cost effective as possible, while providing for public health, safety, and general welfare;
6. To provide that the cost of improvements, which primarily benefit the tract of land being developed, be borne by the owners or developers of the tract, and that the cost of improvements, which primarily benefit the whole community, be borne by the whole community; and
7. To establish adequate and accurate records of land subdivision.

1.5 CONFLICT AND SEVERABILITY.

1. Conflict with Public and Private Provisions.

- a. Public Provisions. All regulations, ordinances, orders, resolutions or parts thereof in conflict with these Subdivision Regulations are hereby repealed to the extent necessary to give these Regulations full force and effect.
 - b. Private Provisions. These Regulations are not intended to abrogate any easement, covenant or any other private agreement or restriction, provided that where the provisions of these Regulations are more restrictive or impose higher standards or regulations than such easement, covenant, or other private agreement or restriction, the requirements of these Regulations shall govern.
2. Severability. If any part or provision of these Regulations or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of these Regulations or the application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of these Regulations even without any such part, provision, or application.

1.6 SAVING PROVISION.

These Regulations shall not be construed as abating any action now pending under, or by virtue of prior existing Subdivision 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 time of adoption of these Regulations, or as vacating or annulling any rights obtained by any person, firm

or corporation by lawful action of the City, except as shall be expressly provided for in these Regulations.

1.7 AMENDMENTS.

For the purpose of providing for the public health, safety and general welfare, the Planning Commission, with final approval from the City Council, may from time to time amend the provisions imposed by these Subdivision Regulations. The Planning Commission in the manner prescribed by law shall hold public hearings on all proposed amendments.

1.8 CONDITIONS.

Regulations of the subdivision of land and the attachment of reasonable conditions to land subdivision are an exercise of valid police power delegated by the State to the City. The subdivider has the duty of compliance with reasonable conditions laid down by the Planning Commission for design, dedication, improvement and restrictive use of the land so as to conform the physical and economic development of the City to the safety and general welfare of the future owners of realty in the subdivision and of the community at large.

1.9 WAIVER OF PLATTING REQUIREMENT.

The City Council, upon a recommendation of the Planning Commission, may waive the platting requirement upon a determination that the purposes and intent of these Regulations have been met by previous platting or could not be achieved by a plat or replat.

1.10 MODIFICATIONS.

1. General. The Planning Commission where unusual topographical or other exceptional conditions require the same, and when the purpose of these Regulations may be served to the same extent may modify these Regulations by an alternative proposal. The Planning Commission shall not approve a modification where the granting of the modification will be detrimental to the public safety, health, or welfare, or be injurious to other property or improvements, or where the same will impair the spirit, purposes, and intent of any governing zoning ordinance or the Comprehensive Plan. The Board of Adjustment may only grant variance of zoning regulations.
2. Conditions. In approving modifications, the Planning Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements of these Regulations.
3. Procedures. A request for any such modification shall be submitted in writing by the subdivider at the time when the sketch plat and preliminary plat or lot-split is filed for the consideration of the Planning Commission. The request shall state fully the grounds for the application and all of the facts relied upon by the subdivider.

4. Approval. Such modifications may be granted only by the affirmative vote of three-fourths (3/4) of the members of the Planning Commission subject to the approval of the plat and acceptance of the dedications shown thereon by the City Council.
5. Exception. The City Planner may waive the requirement for a sketch plat or may allow the developer to submit a preliminary and final plat simultaneously where the nature of the development (i.e., one lot one block, etc.) indicates that such an exception would not otherwise be contrary to the intent of these Regulations; however, all such exceptions are subject to the final approval of the Planning Commission.

1.11 DEFINITION AND TENSE.

1. Definition. For the purpose of these Regulations, certain terms and words are to be used and interpreted as defined in Section 7 of these Regulations.
2. Tense. Words used in the present tense shall include the future tense, words in the singular number shall include the plural and words in the plural number shall include the singular, except where the natural construction of the writing indicates otherwise. The word "should" is directory and not mandatory. The word "shall" is mandatory and directory.

1.12 MINIMUM STANDARDS AND DESIGN CRITERIA.

In enacting various provisions of these Regulations, and in promulgating any rules or regulations which may be made necessary in order to carry out the purpose of these Regulations, the City of Claremore is setting forth certain minimum standards for construction which may not be violated in the construction of any public improvements. By setting forth these minimum standards, neither the City as an entity nor any of its staff is making any representations, warranties or assurances that these minimum designs are sufficient. Any person owning such land or developing land within the City limits must rely upon their own design professional to design facilities, whether public or private, which are capable of providing the services required of such public or private facilities, and which are adequate under all reasonably foreseeable circumstances for the purposes intended. When the City staff examines proposals or construction plans for conformity with these Regulations, such review is being performed to determine whether or not the minimum standards will be met. The approval of such plans does not represent, warrant, or assure any person that the designs are adequate for the purposes intended. Neither the enactment of these Regulations nor review of improvements to be constructed or proposed under these Regulations shall in any manner create liability for the City to the owner, developer, or contractor or to any person affected by the activities of such owner, developer or contractor.

1.13 PREVIOUSLY PLATTED SUBDIVISIONS.

With regard to any subdivision which has received final plat approval and which has not yet installed all of the required subdivision improvements, that subdivision shall be required to install such improvements in accordance with the following:

1. The Subdivision Regulations, Engineering Design Criteria, and Construction Standards and Specifications in effect at the time of final plat approval; or
2. In compliance with the current Subdivision Regulations, Engineering Design Criteria, and Construction Standards and Specifications.

SECTION 2. APPLICATION PROCESS

2.1 PREAPPLICATION CONFERENCE.

1. Prior to submission of a sketch plat, the subdivider shall participate in a preapplication conference.
2. The purpose of the preapplication conference shall be to gather information and data necessary for the expeditious processing of the proposed subdivision from the perspective of the City and the subdivider. Subsequent to the preapplication conference and for large phased projects (except as otherwise provided for by these Regulations) a sketch plat and preliminary plat is required for the whole project. Only the final plat is required for each phase when it is ready to be developed.
3. The following persons or their designated representative shall be present and participate in the preapplication conference:
 - a. Engineering Department representative;
 - b. The Planning Director;
 - c. The City Manager;
 - d. The subdivider or developer;
 - e. The subdivider's engineer; and
 - f. Such other persons as indicated to be necessary in order to fully evaluate and provide useful and necessary information and direction to the City and subdivider.
4. The following types of information shall be available and established at the preapplication conference:
 - a. The Comprehensive Plan for the subject tract;
 - b. Existing zoning or such related information as would be necessary to support the proposed development;
 - c. The availability of utilities and responsibility (developer, City, or shared) and policies in place for extension of such utilities if and as necessary;
 - d. The Major Street Plan and street classifications within and from the proposed development to abutting land;
 - e. Topography, slopes, drainage, and such other information as might be necessary to evaluate proposed street patterns and layouts;
 - f. Preliminary investigations of soils, oil or gas wells, or other such surface or subsurface conditions as might bear upon the feasibility of the proposed development; and
 - g. Such other information as might be provided by the City or developer on an initial basis to assess the feasibility of the proposed development prior to proceeding to a sketch plat.

2.2 SKETCH PLAT.

1. Requirements. Before preparing the preliminary plat, or as a requirement for submitting a Planned Unit Development, except as otherwise provided for by these Regulations, the subdivider is required to prepare a sketch plat (which in the case of a PUD serves as the PUD Development Plan) after a preapplication conference. During the sketch plat review process the subdivider will be advised:
 - a. The procedure for approval of a subdivision plat and PUD;
 - b. Provisions of the Comprehensive Plan and Zoning Ordinance;
 - c. Requirements as to general layout of streets and for reservations of land, street improvements, drainage, water, sewerage, floodplain, fire protection and similar matters;
 - d. Availability of existing services and utilities and requirements and policies for extension;
 - e. To discuss the proposed subdivision with those officials and departments which must eventually approve those particular aspects of the subdivision plat coming within their jurisdiction who were not present at the preapplication conference; and

2. Procedure.
 - a. A minimum of 15 copies of the sketch plat shall be submitted to the Planning Staff a minimum of ten (10) working days prior to the meeting of the Technical Advisory Committee (TAC).
 - b. The Planning Staff shall transmit the sketch plat for review to appropriate officials or agencies and notify any city or town within three (3) miles of the proposed subdivision.
 - c. The TAC shall review the sketch plat, and make a recommendation to the Planning Staff.
 - d. The Planning Staff shall review the sketch plat and the recommendation of the TAC.
 - e. In those cases where the TAC, Planning Staff and subdivider concur in the requirements for approval of the sketch plat, Planning Commission review is not required. If the subdivider and Planning Staff disagree on said requirements for approval, the subdivider may appeal to the Planning Commission within ten (10) days of the notice of disapproval from the Planning Staff.

- f. After review and discussion of the sketch plat, the Planning Staff report, and TAC recommendation, the Planning Staff or Planning Commission shall advise the subdivider of any specific changes or additions in the layout and the character and extent of required improvements and reservations, which will be necessary for approval of the sketch plat. The Planning Staff or Planning Commission may require additional changes as a result of further study upon submission of the preliminary or final plat.
- g. The Planning Staff or Planning Commission shall approve or disapprove the sketch plat after receiving the recommendation of the TAC.

2.3 TECHNICAL ADVISORY COMMITTEE.

1. General. There is hereby created a subdivision Technical Advisory Committee (TAC). The TAC shall be responsible for coordinating review and comments, and making recommendations to the City Planning Staff and Planning Commission on all subdivision plats and lot splits as provided in these Regulations.
2. Committee Membership. The TAC shall be composed of representatives from departments, agencies and offices involved in the subdivision process including, but not limited to Planning, Engineering, City Water and Sewer, Police, Fire, Oklahoma Department of Environmental Quality (DEQ), School Boards, City Attorney, City Park Department, Federal Housing Administration, Utility Companies, and the Natural Resource Conservation Service.
3. Meeting Dates. The TAC shall meet as needed. The meeting shall be posted as required by Oklahoma State Statutes and an agenda available in the offices of the Planning Department.
4. Recommendations to the Planning Commission. The TAC recommendations to the Planning Commission shall be submitted in written form to the Planning Staff and Planning Commission.

2.4 PRELIMINARY PLAT.

1. Application Procedure and Requirements. The subdivider shall submit a preliminary plat for approval. A minimum of 15 copies of said plat shall be submitted for approval and shall:
 - a. Be accompanied by an application and filing fee established by the Planning Commission;
 - b. Comply in all respects with the sketch plat as approved; and
 - c. Be filed with the Planning Staff at least ten (10) working days prior to the meeting of the TAC at which it will be considered.

- d. Comply in all respects with the requirements of these Subdivision Regulations; however, a preliminary plat not meeting all of these requirements may be submitted, provided, that the subdivider presents with the plat application a letter requesting specific waivers or modifications describing in detail the reasons therefor.

2. Review.

a. The Planning Staff shall:

- (1) Distribute copies of the preliminary plat to appropriate officials, agencies, or departments, and notify any city or town within three (3) miles of the proposed subdivision;
- (2) Field check the area being platted as needed;
- (3) Review the preliminary plat for conformance with the Comprehensive Plan, Zoning Ordinance, Planned Unit Development (PUD) conditions, Board of Adjustment actions, and Subdivision Regulations, City master plans for water, sewerage and drainage; and
- (4) Prepare written analyses and recommendations.

b. Conceptual Improvement Plans. The subdivider shall submit two (2) copies of Conceptual Improvement Plans for proposed improvements at the time of application for approval of the preliminary plat to Planning Staff for review by the following departments and/or agencies as applicable:

- (1) The Engineering Department shall approve such plans for improvements regarding drainage, storm sewers, streets, sidewalks, and pedestrian ways in accordance with the adopted Engineering Design Criteria and Standards and Specifications for Construction (Engineering Standards).
- (2) The City Water and Sewer Department and/or the appropriate water or sewer authority shall approve conceptual sanitary sewer and water improvement plans in accordance with the adopted Engineering Standards.
- (3) If the subdivision is to be served by private water or sewer disposal systems, the plans for such improvements shall be prepared in accordance with the adopted standards of the DEQ as referenced in Appendix A, as well as be reviewed and approved by the DEQ and City prior to installation.

- c. Technical Advisory Committee (TAC). The TAC shall review the preliminary plat and make a recommendation to the Planning Commission, which shall include any recommendations or modifications of the Subdivision Regulations requested by the subdivider.
- d. If a sketch plat is not filed, the developer is required to notify the abutting property owners of development intentions as provided in Section 1.12 of these Regulations.

3. Hearing and Approval.

- a. The Planning Commission shall hold a hearing on the preliminary plat.
- b. After the Planning Commission has reviewed the preliminary plat and accompanying reports and recommendations from the Planning Staff, the TAC, and any other recommendations, testimony, and exhibits at the hearing, the subdivider shall be advised of any changes and/or additions required by the Planning Commission in order to comply with these Regulations.
- c. The Planning Commission shall approve, conditionally approve, or disapprove the preliminary plat at such meeting or within thirty (30) days after the date of the regular meeting of the Commission at which the hearing on preliminary approval is closed, including any adjourned date for such hearing.
- d. If the preliminary plat is approved with a modification of any of the requirements of these Regulations, the reasons therefor shall be stated in written form and included in the minutes of the Planning Commission meeting.
- e. If the preliminary plat is approved with conditions, the Planning Commission may require the subdivider to submit a revised preliminary plat prior to submission of the final plat.
- f. If the preliminary plat is disapproved, the reasons for disapproval shall be stated in written form and included in the Planning Commission minutes.
- g. One (1) copy of the proposed preliminary plat as acted upon by the Planning Commission shall be retained in the Planning Department and one (1) copy shall be returned to the subdivider. Each copy shall include the date of approval, conditional approval, or disapproval and the reasons therefor.

- h. The approval of a preliminary plat shall be effective for a period of three (3) years from the date of approval by the Planning Commission unless otherwise approved by the Planning Commission for an extended period of time, at the end of which time approval of the final plat must have been obtained from the Planning Commission. Any preliminary plat not receiving final plat approval within three (3) years including any approved extensions by the Planning Commission shall be null and void.
- i. Each preliminary plat shall conform to the adopted Subdivision Regulations at the time of approval of the preliminary plat unless modifications have been granted through the proper appeals process.
- j. Subsequent to preliminary approval, the subdivider may commence construction of the public improvements in accordance with final construction plans approved by the City after arranging for inspection of said improvements during construction by the appropriate public body.
- k. In accordance with state statutes, any preliminary plat approval shall be revocable for cause by the City Council, upon review and recommendation by the Planning Commission, and such preliminary approval shall not be entered on the plat.

2.5 FINAL CONSTRUCTION PLANS.

A subdivider shall submit final construction plans for proposed improvements prior to or simultaneous with the application for final plat approval. Final construction plans shall be submitted to the Planning Department for review by the following:

1. The Engineering Department shall review and approve the final construction plans for improvements regarding streets, drainage and storm sewers, sidewalks and pedestrianways in accordance with the adopted Engineering Standards.
2. The City Water and Sewer Department and/or the appropriate water and sewer authority shall review and approve sanitary sewer and water improvement plans in accordance with the adopted Engineering Standards.
3. The DEQ shall review and approve all final plans for public and private water and sewage disposal systems.
4. Exception. The Planning Commission may, with concurrence of the appropriate City Department, delay the requirement for approval of final construction plans relating to proposed improvements as a condition of final approval and release of a subdivision plat, provided that the restrictive covenants shall include a specific provision designating the City as beneficiary requiring that final improvement plans be approved by the appropriate regulatory authority prior to the issuance of a building permit.

5. Final Record Drawings for public utilities and streets shall be submitted in an electronic file format for the plan view as required by the Engineering Department.

2.6 FINAL PLAT.

1. Application Procedure and Requirements. Following the approval of the preliminary plat, the subdivider shall file with the Planning Department an application for final approval of a subdivision plat, which shall:
 - a. Be made as prescribed in these Regulations;
 - b. Comply in all respects with the approved preliminary plat;
 - c. Be accompanied by a minimum of ten (10) copies of the final plat as required in these Regulations;
 - d. Be accompanied by the final plat filing fee as established by the Planning Commission;
 - e. Be accompanied by an electronic DXF file in accordance with the requirements of the Rogers County Assessor's office; and
 - f. Include a reproducible copy of the plat drawing showing the street addresses of each lot.
2. Review.
 - a. The Planning Staff and City Engineer shall review the final plat for compliance with the approved preliminary plat.
 - b. The Planning Staff shall make a recommendation to the Planning Commission on whether:
 - (1) There has been compliance with all conditions, restrictions and requirements of these Regulations and with other applicable regulations or laws;
 - (2) There has been compliance with all conditions that have been attached to the approved preliminary plat; and
 - (3) The Planning Commission should approve, or disapprove the final subdivision plat.
3. Review and Determination.
 - a. The final plat shall be submitted for final approval to the Planning Commission at a regular meeting.
 - b. The Planning Commission shall at such meeting or within 30 days thereafter:
 - (1) Review the final plat and the report of the Planning Staff; and
 - (2) Approve the plat if the conditions of preliminary plat approval have been met, or disapprove the plat if the conditions of preliminary plat approval have not been met, and state in detail in the record of its meeting any reasons for disapproval.

- c. If the governing body of any city or town in the County protests against a subdivision plat of any land lying within three (3) miles of the limits of the incorporated area of such city or town, the plat shall be approved by not less than three-fourths (3/4) members of the Planning Commission present and voting with the reasons therefor stated in the minutes of the meeting.
- d. Upon approval of the Final Plat by the Planning Commission and prior to filing of said Plat, the final plat shall be approved by the City Council.

4. Endorsement of Approval on Plat.

- a. No final approval shall be endorsed on the final plat until all requirements of plat approval have been met.
- b. The parties responsible for endorsing approval on the plat shall be the City Engineer or any other party authorized, in writing, to sign for said City Engineer and the Chairperson or such other officer of the Planning Commission as authorized in writing to sign for said Chairperson.
- c. When the subdivider has chosen to install improvements prior to the endorsement of the final plat, approval shall not be endorsed on the plat until after all conditions of the approval have been satisfied and all improvements satisfactorily completed and accepted by the City.
- d. Written evidence shall be submitted, including submission of Record Drawings as described in these Regulations, that the required improvements have been installed, and necessary dedications made, in a manner satisfactory to the City as shown by a certificate signed by the City Engineer and the City Attorney.
- e. When the subdivider has chosen to guarantee construction of improvements by written agreement, approval shall not be endorsed on the plat until after the agreement has been executed and delivered to the Planning Commission and City, the agreement executed by the City, and all conditions of the approval pertaining to the final plat have been satisfied.

5. Filing and Release of the Plat.

After the final plat has been endorsed by all officials as required in this Section and filed, the Planning Staff shall distribute copies to appropriate City officials, agencies or departments, and the remaining signed copies to the subdivider.

6. Recording of the Final Plat.

The final plat shall be filed in the office of the County Clerk within one (1) year after approval by the Planning Commission and City Council.

SECTION 3. SPECIFICATION FOR DOCUMENTS

3.1 PLATTING ACCURACY.

Plats shall be prepared with the following accuracy:

1. Sketch plats shall be to a scale as specified in Section 3.2 and may be submitted in free-hand form.
2. Preliminary plats shall be drawn to scale as specified in Section 3.3 with such accuracy as to determine the location of lot, block, property and boundary lines, utility and other facilities to the nearest one-hundredth foot.
3. Final plats shall be prepared as specified in Section 3.6 with third-order survey accuracy for both vertical and horizontal survey datum and also include the following information:
 - a. Traverse data for the plat, including the coordinates of the boundary of the subdivision with the error of closure;
 - b. The computation of all distances, angles, and courses that are shown on the final plat unless measured in the field; and
 - c. All stakes, monuments or other evidence found on the ground in use to determine the boundaries of the plat.

3.2 SKETCH PLAT.

1. The subdivider is required to participate in a pre-application conference to submit a sketch plat, to receive comments and recommendations from the Planning Staff, the Technical Advisory Committee (TAC) and the Planning Commission that will facilitate the processing of the preliminary plat as specified in Section 2.1.
2. The sketch plat may be a free-hand pencil drawing. The preferred scale of a sketch plat is 1"=100' except where small size or amount of detail requires a larger scale, and may be superimposed over a topographic map or aerial photograph.
3. The sketch plat shall show the following:
 - a. The proposed layout of streets, lots, and public areas;
 - b. Boundary lines of the proposed subdivision;
 - c. Location and width of streets adjacent to the property;
 - d. Existing utilities on or adjacent to the property showing type, location, and size;
 - e. Existing watercourses, floodplains and storm drainage;
 - f. Ground elevations on the property on at least two (2) foot contour intervals; and
 - g. The location of every oil or gas well, either existing active or inactive wells, plugged or unplugged abandoned wells, as shown by the records of the Oklahoma Corporation Commission and by such other records as may be on file with the Planning Department, or any planned future well sites.

3.3 PRELIMINARY PLAT.

1. The application for preliminary plat approval must include the names and addresses of the owner/developer, name and address of the Registered Land Surveyor preparing the plat, be accompanied by the required filing fee, include the required number of copies, and also include such other information as required by the City for submission of the preliminary plat.
2. The preliminary plat shall be prepared by a Registered Land Surveyor.
3. The preliminary plat shall be drawn to a scale of not more than 1" = 100', and if said property exceeds 100 acres, the scale may be 1" = 200'.
4. The preliminary plat shall show or be accompanied by the following:
 - a. Name of the subdivision prefaced by "Preliminary Plat."
 - b. The name and address of the owner or owners of the land to be subdivided, the name and address of the land surveyor, and the names and addresses of the abutting property owners;
 - c. Date of preparation of the plat, north arrow and scale (written and graphic presentation);
 - d. Key or location map showing the location of subdivisions within the mile section;
 - e. An accurate legal description of the property;
 - f. Location and dimensions of all boundary lines of the proposed subdivision to the nearest one-hundredth foot;
 - g. Names of all adjacent subdivisions and the names, locations, and widths of all existing and proposed streets, easements, drainage ways, and other public ways, adjacent to the property;
 - h. Locations and widths of easements of all oil, gas, and petroleum products pipelines and any required setbacks;
 - i. Location and width of easements for existing utilities on or adjacent to the property and any required setbacks;
 - j. Location of every oil or gas well, either existing active or inactive wells, plugged or unplugged abandoned wells, as shown by the records of the Oklahoma Corporation Commission and by such other records as may be on file with the Planning Department, or any planned future well sites.
 - k. Location and description of all existing structures, water bodies and watercourses;

- l. Areas subject to flooding based upon the regulatory flood;
- m. Names, locations and widths of all proposed streets;
- n. Location and dimension of all proposed streets, drainage ways, detention facilities, pedestrian ways, bike paths, parks, playgrounds, public ways, or other public or private reservations;
- o. All proposed lots consecutively numbered, their dimensions, and building setback lines shall be shown on the plat for each residential single-family lot.
- p. Blocks consecutively numbered;
- q. A topographic map of the subdivided area with contour lines having two (2) foot contour intervals based on United States Coastal and Geodetic Survey datum;
- r. Any other information as may be deemed by the Planning Staff and Planning Commission as reasonably necessary for the full and proper consideration of the proposed subdivision;
- s. Conceptual improvement plans;
- t. The deeds of dedication shall be shown on the face of the preliminary plat and include language which provides for and requires the formation of a homeowners or other owners association which shall be responsible for the maintenance of all common areas and any privately owned facilities to include but not be limited to drainage and detention areas, park areas, private streets, entry features and sidewalks.
- u. The preliminary plat shall show on its face, and in conjunction with the key map, a summary of the total acres platted, the number of lots and blocks, the number of reserve areas and other pertinent information as would be required to summarize the nature and character of the proposed development.
- v. Language shall be included on the face of the preliminary plat specifying "Acknowledgements" by the owner, surveyor, and engineer that the plat has been prepared in accordance with all of the regulations and requirements of the City of Claremore.

3.4. CONCEPTUAL IMPROVEMENT PLANS.

The conceptual improvement plans shall be prepared by a registered professional engineer licensed to practice in the State of Oklahoma, shall be submitted with the preliminary plat and be in accordance with the requirements and specifications of the department or agency having jurisdiction over the improvements and shall show:

1. The location and proposed width of each proposed street and right-of-way, sidewalk and pedestrian way;

2. The location, size, dimensions and points of access as applicable for existing streets and utilities within 200 feet of the project boundary as necessary to serve the subject project;
3. The location, size and associated easements for existing and proposed perimeter sanitary sewers and water distribution systems including points of connection to the existing system;
4. The proposed plans and specifications, if a privately owned water or sewage system is to be used;
5. If on-site sewage systems are to be used, such systems shall be in accordance with DEQ regulations;
6. A drainage plan indicating the location and size of existing and proposed storm sewers, location, and width of proposed drainage ways, including points of access to the existing system;
7. The proposed location, entrance and exit locations, and method of access for maintenance of detention or retention facilities;
8. The location and size of existing off-site sewer, water and storm drainage improvements to be utilized by the project, including their point of connection to the existing system;
9. The locations for proposed detention facilities;
10. The location of all proposed off-site utility extensions;
11. The location of all proposed off-site easements; and
12. Such other information as may be required by the City for review and analysis of the proposed development and related plans.

3.5 FINAL CONSTRUCTION PLANS.

The final construction plans for improvements shall be prepared by a registered professional engineer licensed to practice in the State of Oklahoma, shall be submitted in accordance with the requirements and specifications of the department or agency having jurisdiction over the improvements, and shall include the following:

1. Profiles showing existing and proposed elevations along the center lines of each proposed street, with existing and proposed grades;
2. Cross-sections of each proposed street, bicycle path, pedestrian way and sidewalk showing the type and width of pavement;
3. Plans and profiles showing the location of proposed sanitary sewers, with grade and sizes indicated;

4. Proposed plans and specifications for public or private water or sewage systems;
5. Results of soil percolation tests if on-site sewage systems are to be used, or otherwise be in accordance with DEQ requirements;
6. Plan of the proposed water distribution system, showing pipe sizes and the location of valves and fire hydrants;
7. Drainage plan showing all existing and proposed storm sewers, manholes, catch basins, retention or detention facilities, watercourses, culverts, and other drainage structures within the tract, or adjacent thereto, with pipe sizes, grades, and water openings. The drainage plan shall show the size of dedicated easements, or reservations for all detention facilities and drainage ways and whether private or public maintenance is proposed; and
8. Grading plans showing natural and finished final grades, and finished floor elevations.

3.6 FINAL PLAT.

1. The final plat shall be at the same scale as the preliminary plat, contain the information required as conditions of preliminary plat approval, and be prepared by a registered land surveyor. See Section 3.3.3.
2. The final plat shall be on a sheet of paper with a marginal line around the entire sheet one (1) inch from the edge of the sheet, with no plat lines, lettering, signatures, and seals within the marginal area. One (1) copy of the final plat shall be blue or black line on cloth, and the remaining copies shall be blue or black line on a good grade of paper. One (1) reproducible copy of the final plat on mylar shall also be provided to the Planning Department.
3. Information required on the final plat shall include:
 - a. Name of the subdivision prefaced by "Final Plat";
 - b. The name and address of the owner or owners of the land to be divided, the name and address of the subdivider if other than the owner, and the name and address of the land surveyor;
 - c. Date of preparation of the plat, north arrow and scale (written and graphic presentation);
 - d. Key or location map showing the location of subdivisions within the mile section;
 - e. An accurate legal description of the property;
 - f. Total acres and total number of lots in the subdivision;

- g. Names of all adjacent subdivisions and the names, locations, and widths of all existing and proposed streets, easements, drainage ways, and other public ways, adjacent to the property;
- h. Boundary of the subdivided area, block boundary, street, and other right-of-way lines with distances, angles, and/or bearings. Where these lines follow a curve, the central angle, the radius, points of curvature, length of curve, and length of intermediate tangents shall be shown;
- i. The accurate dimensions of all property to be offered for dedication for public use, and all property reserved for the common use of the property owners within the subdivision with purpose indicated;
- j. The dimensions of all lots and lot lines, and the bearings of those lot lines not parallel or perpendicular to the street right-of-way line;
- k. All easements shall be denoted by fine dashed lines, clearly identified, and if already on record, the recorded reference of such easements; the width of the easement with sufficient ties to locate it definitely with respect to the subdivision must also be shown;
- l. Easements that serve the area being platted located outside of the boundaries of the plat and recorded reference shall be required for plat approval;
- m. The deeds of dedication and any deed restrictions applicable to the subdivision shall be shown;
- n. The location of every oil or gas well, either existing active or inactive wells, plugged or unplugged abandoned wells, as shown by the records of the Oklahoma Corporation Commission and by such other records as may be on file with the Planning Department and the location of any planned future well sites.
- o. All proposed lots consecutively numbered, their dimensions, and building setback lines, and street addresses shall be designated on a copy of a plat for each residential single-family lot with the following notation:

Caveat/Disclaimer

Addresses shown on this plat are accurate at the time the plat was filed. Addresses are subject to change and should never be relied on in place of the legal description.

- p. Any other information as may be deemed by the Planning Staff and Planning Commission as reasonably necessary for the full and proper consideration of the proposed subdivision.

4. The following certifications shall be required prior to final plat approval by the Planning Commission:
 - a. Certification by the owner's registered land surveyor who prepared the plat as to the accuracy of the survey and of the plat, and that the monuments and benchmarks are accurate as to location shown, which shall state that he or she has fully complied with the requirements of these Regulations and the subdivision laws of the State of Oklahoma governing surveying, dividing and mapping of land, that the plat is a correct representation of all of the exterior boundaries of the land surveyed and the subdivision of it, and that the plat represents a survey made by such surveyor;
 - b. Certification by the registered professional engineer licensed to practice in the State of Oklahoma that the design of the required improvements is, or will be in conformance with the standards, requirements, and provisions of the applicable agency or department and these Regulations;
 - c. Certification by the City Engineer that the subdivision plat conforms to City standards and specifications of these and other applicable regulations as may be required;
 - d. Certification by the DEQ that the subdivision conforms to the applicable health regulations as may be required; and
 - e. Certification by the City Water and Sewer Department or other appropriate authority that the subdivision conforms to all applicable regulations concerning public water supply and sanitary sewer facilities.
 - f. Certification by the owner of the land that states that he or she has caused the land described in the plat to be surveyed, divided, mapped, dedicated and access rights reserved as represented on the plat. Dedication of streets, easements, and other public areas shall also be made as a part of this certificate and the certificate shall be executed as a real estate conveyance is executed.
 - g. The owner shall further acknowledge on the face of the final plat that the several improvements as set forth by notation on the final plat that all streets shall be graded, base material applied and surfaces paved in accordance with the Engineering Design Criteria of the City to include, where applicable, curbs and gutters, street name signs in place, visual screens, utilities and street lights installed, and all drainage and detention facilities constructed in accordance with the approved plans on file with the Engineering Department, all at the owner's expense and in compliance with the requirements of the City.

5. The following supplemental information shall be submitted with the final plat:
 - a. Current certification by a bonded abstractor, attorney or title insurance company of the last grantees of record owning the entire interest in the property being subdivided plus holders of mortgages and liens filed of record;
 - b. The consent of all owners of the subject property to the platting of the property;
 - c. Certificate of notice as to the platting of the property to the holders of mortgages and liens thereon; and
 - d. Current certification from the Corporation Commission of the State of Oklahoma setting forth the status of oil and gas activity on said property.

6. An electronic file for the Planning Commission and DXF file format for the Rogers County Assessor of the final plat referenced to a section corner shall be submitted with the final plat on a 3.5", 1.44mb computer disk and shall contain the following information:
 - a. Lot lines;
 - b. Lot dimensions, block numbers and lot numbers, and street addresses;
 - c. Boundary of the subdivided area, block boundary, street, and other right-of-way lines with distances, angles, and/or bearings, and where these lines follow a curve, the central angle, the radius, points of curvature, length of curve, and length of intermediate tangents shall be shown;
 - d. The names of all adjacent subdivisions and the names, locations, and widths of all existing and proposed streets, easements, drainage ways, and other public ways adjacent to the property;
 - e. Title block listing the subdivision name prefaced by "Final Plat", the surveyor's name, easement lines and dimensions;
 - f. Water bodies and stream meander lines and names, easement lines and dimensions; and
 - g. Other information as required by Planning Staff and Planning Commission.
 - h. If a final plat does not contain more than four (4) lots, nor any new streets, it may be exempt from the requirements of this subsection and otherwise be subject to Section 6.

3.7 MONUMENTATION.

Monuments set must be in sufficient number and durability so as not to be readily disturbed, to assure together with monuments already existing, the perpetuation or re-establishment of any point or line of the survey. Monuments shall be constructed of material capable of being detected with conventional instruments for finding ferrous or magnetic objects and:

1. Must be placed at each point in the boundary of the subdivision, which shall be a minimum of 15 inches in length with a minimum diameter of three eighths (3/8) inch iron pipe or bar;
2. Monuments must be placed at each corner of each lot in the subdivision and shall be a minimum of 15 inches in length with a minimum diameter of three-eighths (3/8) inch iron pipe or bar;
3. Monument must be placed along the centerline of each street within the subdivision at all street intersections, points of curve, points of tangent, points of compound curve, points of reverse curve, center of cul-de-sacs and center of eyebrows which shall be a minimum of 15 inches in length with a minimum diameter of three eighths (3/8) inch iron pipe or bar, chiseled marks in the concrete, or pK nails in asphalt;
4. In such cases where the placement of a required monument at its proper location is impractical, a witness corner or reference monument must be placed, preferably on a line of survey, with the data given to show its location upon the ground in relation to the subdivision boundary or lot corner;
5. Brass caps for vertical control must be set in concrete, stamped with the elevation (N.G.V.D.) and the registration number of the Registered Professional Land Surveyor in responsible charge preceded by the letters "RPLS". Vertical control monuments must be placed at an interval of one brass cap per 20 acres or part thereof and spaced proportionately throughout the subdivision; and
6. Any monument set by a Registered Professional Land Surveyor to mark or reference a point on a boundary, lot line, or lot corner must be permanently and visibly marked or tagged with a durable marker in accordance with State regulations.

SECTION 4. PLANNING AND DESIGN REQUIREMENTS

4.1 GENERAL.

The design of each subdivision shall be coordinated with the applicable zoning requirements and the policies and goals of the Comprehensive Plan. Each subdivision shall relate harmoniously to the overall City and the immediately adjacent area, such that the development shall proceed in an orderly, safe, efficient and attractive manner.

1. Development District Concept and the Neighborhood Concept. The Development District and Neighborhood Concept, as expressed in the Comprehensive Plan, shall be considered in the development of all subdivisions as shown in Figures 1 and 2.
2. Site Characteristics. Each subdivision plat shall be designed to retain the natural topography and vegetation in the building and recreation areas wherever practical. Environmentally sensitive areas, such as steep slopes, timbered areas, streams and floodplains, may be designated by the subdivider as public or private open areas and utilized as amenities to the development.
3. Parks and Open Spaces.
 - a. Each development shall contribute to the provision of open space and usable recreation area as required by the Comprehensive Plan, the adopted Park and Open Space Plan of the City and all other such regulations of the City.
 - b. Park and open space areas shall be related to the appropriate usable natural features of the site, such as slopes, streams, timbered areas and floodplain areas and to the circulation and land use patterns.
4. Circulation - Streets and Sidewalks. The street system of a subdivision shall be appropriately designed and related to the proposed land use as follows:
 - a. The density or intensity of development will determine the right-of-way width and paving in keeping with the area being served;
 - b. Residential streets, excluding collector streets, shall be laid out so that their use by through traffic shall be discouraged;
 - c. Points of access to arterial streets should be limited in number, and minor street intersections with arterial streets should be no closer than 600 feet from the intersection of arterial streets;
 - d. Arterial streets should serve as the boundaries of neighborhoods; and
 - e. Sidewalks shall be required on both sides of all primary arterial, secondary arterial and residential collector streets, for separate pedestrian circulation as hereinafter provided unless modified by the Planning Commission and as otherwise required in Section 4.4.

5. Finished Floor Elevation.

- a. The minimum finished floor elevation for construction in a subdivision shall be submitted on a copy of the final plat to the City.
- b. All finished floor elevations should be designed and constructed at a higher elevation than the top of the rim of the upstream manhole.
- c. In all cases where the finished floor elevation is not constructed at a higher elevation than the top of the rim of the upstream manhole, backflow preventor valves shall be installed on private property as follows:
 - (1) Backflow preventor valves shall be installed on all buildings that connect to a public sewer; and
 - (2) Backflow preventer valves shall be installed so that access is provided to the working parts for service and repair. If installed under concrete or asphalt paving such as sidewalks, driveways or parking areas, backflow preventor valves shall be installed in a permanent box or access enclosure whose lid is flush with the finished grade. If installed under soil and ground cover vegetation, a backflow preventer valve is considered to be accessible.

4.2 STREETS.

1. General. The arrangement, character, extent, width, grade and general location of all streets shall conform to the Comprehensive Plan and the Major Street Plan. Where streets are not shown in the Comprehensive Plan or the Major Street Plan, the arrangement of streets in a subdivision shall either:
 - a. Provide for the continuation or appropriate projection of existing streets in surrounding areas; or
 - b. Conform to a plan for the neighborhood approved and adopted by the Planning Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing street patterns impracticable. The relationship to existing and planned streets, topography, 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 streets.
2. Access.
 - a. Reserve strips controlling access to streets or other lands shall be prohibited except where their control is placed with the City under conditions approved by the Planning Commission.

- b. The subdividing of land shall provide each lot with access to a public street, highway or approved private street to assure convenience of the lot owner as well as provide for the layout of utilities, garbage and waste removal, fire protection, and for the general welfare, public health and safety.
 - c. Where a subdivision abuts or contains an existing or proposed arterial street, nonaccess provisions controlling ingress and egress to streets may be required by the Planning Commission in accordance with adopted standards to assure traffic safety and to relieve congestion along such streets.
 - d. Where a subdivision abuts or contains an existing or proposed arterial street, the Planning Commission may require a reverse frontage with no vehicular access (Limits of No Access) permitted along the rear property line, or other such treatment as may be necessary for adequate protection of residential properties and to afford separation of arterial traffic from the ingress and egress of individual residential lots.
 - e. Where a residential subdivision abuts or contains an existing or proposed arterial street, and the subdivider elects to design residential lots that front the arterial street, the Planning Commission may require larger lot frontages and shared mutual access drives to afford separation of ingress and egress.
3. Border Streets. Where a subdivision borders on or contains a railroad right-of-way, drainage way, open space area, or limited access highway right-of-way, the Planning Commission may require a street approximately parallel to and on each side of such right-of-way or areas at a distance suitable for the appropriate use of intervening land for park, or greenbelt purposes in residential districts, or for commercial or industrial purposes in the appropriate districts. Such distances shall also be determined with due regard for the requirements of approach grades and future grade separations.
4. Alignment.
- a. Design speed shall be 25 miles per hour on all residential streets and 30 miles per hour on all collector streets, or as otherwise approved by the Planning Commission and City Council.
 - b. A minimum distance of 125 feet between the centerlines of intersecting streets shall be maintained. The Engineering Department may require that streets be connected by a curve or diagonal line in such a manner that hazardous turning movement will be eliminated.

5. Right-of-Way Widths.

- a. The minimum right-of-way of all proposed streets shall be of the width specified in the Major Street Plan. If no width is specified therein, the minimum width shall be as follows:

| TYPE OF STREET | RIGHT-OF-WAY |
|--|--|
| Freeway | As per Oklahoma Department of Transportation standards |
| Primary Arterial/Principal Arterial | 120' minimum* |
| Secondary Arterial/Minor Arterial | 100' minimum** |
| Secondary Arterial Alternate (5-Lane) and Minor Arterial Alternate | 100' minimum |
| Commercial/Industrial Collector | 80' minimum |
| Central Business District Street | 80' minimum |
| Commercial/Industrial Street | 60' minimum |
| Residential Collector/Rural Residential Street | 60' minimum |
| Rural Residential Street: Country Living | 50' minimum*** |
| Residential Street, Local/Minor | 50' minimum |

*130' minimum right-of-way required for a right turn lane for a primary arterial street at the major intersection to extend a distance of 388' paralleling said right side of street, measured from the section line as shown in Appendix E.

**108' minimum right-of-way required for a right turn lane for a secondary arterial street at the major intersection to extend a distance of 388' paralleling said right side of street, measured from the section line as shown in Appendix E.

***Rural Residential streets may be permitted in development at a density of equal to or less dense than the RS-25 and RS-25 CL Zoning Districts only and shall be subject to the requirements of Subsection 4.2.11 of these Regulations, and the Engineering Department, the adopted Engineering Design Criteria the Standard Specifications for Construction, and Appendix D.

- b. If greenbelts or drainage ways are influenced by natural topographical features and are provided within the proposed plat, the width and location shall be determined as may be deemed necessary by the Planning Commission to preserve such features.
- c. The pavement width and lane configuration shall be in accordance with the Major Street Plan as included in Appendix D.
- d. The standards for street surfacing, curb and storm sewer design or open storm drainage shall be subject to the requirements of the Engineering Department and the adopted Engineering Design Criteria and Standard Specifications for Construction.

- e. Regardless of street classification or right-of-way width, where a private drive crosses a borrow ditch, the developer's engineer shall determine the minimum required diameter of the culvert which shall be shown on the face of the Preliminary Plat and recorded on the face of the Final Plat drawing. A minimum of a 15" diameter culvert pipe shall be required for each such drive. All such culvert pipes shall include a standard inlet/outlet structure for each private drive.
6. Cul-de-sac. Except in Rural Residential Subdivisions, cul-de-sacs shall not exceed 500 feet in length, measured from the entrance to the center of the turn-around, and shall have a turn-around radius at the property line of not less than 50 feet. To meet the needs of specific situations, this requirement may be changed by the Planning Commission, upon recommendation by the TAC, when topography or other limiting factors make such changes necessary for securing the best overall design. A modification (Section 1.10) approved by the Planning Commission of the requirements of this subsection is not required.
7. Intersections.
- a. Streets shall be designed to intersect at right angles as permitted by topography or other limiting factors.
 - b. Property lines at street intersections and Sight Distance Triangles shall be designed in accordance with the Zoning Ordinance.
 - c. Street intersections shall be as nearly at right angles as possible, and no intersection shall be at an angle of less than 70 degrees. Detailed designs of intersections may be required. Street jogs with centerline offsets of less than 125 feet shall not be permitted.
 - d. No more than two (2) streets shall intersect at any one point.
8. Grades.
- a. The maximum street grades shall not exceed ten percent (10%).
 - b. The maximum driveway grade, from the street right-of-way to the building line shall not exceed 14%.
 - c. All changes in grade shall be connected by vertical curves and designed for safe stopping sight distances as determined by the Engineering Department.
 - d. The grade of a residential street when intersecting an arterial street shall not exceed two percent (2%) within a distance of 100 feet measured from the curb line of the arterial street. The maximum grade of residential streets at intersections shall be four percent (4%).
 - e. Street grades shall be established in such a manner to avoid excessive grading or removal of tree growth, and shall otherwise be in accordance with the Engineering Design Criteria and Construction Specifications.
 - f. In those cases where topography or other physical features dictate, a modification (Section 1.10) approved by the Planning Commission of the requirements of this subsection is not required.

9. Curvature. The radius of curvature of the centerline of all streets shall be designed to reflect the appropriate design speeds as determined by the Engineering Department.
10. Street Offsets.
- a. Street intersection offsets or doglegs on arterial streets are not permitted.
 - b. Street intersection offsets or doglegs on local and collector streets are permitted. Where a higher volume route doglegs, an offset to the left may be permitted subject to approval of the Engineering Department. However, offsets to the right are not permitted.
 - c. The minimum offset to the right shall be as follows:
 - (1) A minimum of 125 feet for a local or minor street intersecting another local or collector street.
 - (2) A minimum of 250 feet for a collector street intersecting another collector street.
11. Rural Residential Subdivisions: Streets and Roads.
- a. A Rural Residential Subdivision shall include any proposed subdivision of land that is comprised of lots that each meet or exceed the minimum bulk and area requirements of the RS-25 Residential Single-Family Medium Density District and RS-25 CL Residential Single-Family Medium Density District Country Living zoning district. Zoning classifications in which the Country Living standards are allowed are as follows: RS-25 CL, RS-40 CL, and RS-60 CL.
 - b. No lot split or other further subdivision from the original permitted density shall be allowed until streets are improved to City specifications for the greater density as stated in the Subdivision Regulations and Engineering Design Standards and Construction Specifications.
 - c. No Rural Residential Subdivision (RS-25, RS-40, or RS-60) or Rural Residential Country Living Subdivision (RS-25CL, RS-40 CL, or RS-60 CL) shall be approved unless the boundary of the area to be subdivided directly abuts and takes access from a highway, an existing public street or a public street shown upon an approved plat that has been filed of record. If the access to the proposed addition is provided by a public street shown on an approved and filed plat, such street shall be fully improved and have been accepted for maintenance by the City of Claremore or by Rogers County as appropriate.

- d. All roads or streets shall meet the width and right-of-way requirements of the Major Street and Highway Plan which includes the optional Country Living development standards as shown in Subsection "g" below and Appendix D.
- e. No rural subdivision shall be approved unless the area to be subdivided has access from an existing public street or highway or a public street shown upon an approved plat and secured by a surety (performance) bond or other instrument acceptable to the City under the applicable provisions of the Subdivision Regulations. Roads or streets constructed in a Rural Residential Subdivision shall meet the width and right-of-way requirements of the Major Street Plan as shown in Appendix C.
- f. All roads and streets shall be planned and constructed in accordance with these Regulations and the Engineering Design Standards and Construction Specifications.
- g. Two (2) separate points of access shall be provided to each subdivision except where the site configuration justifies a single entry which shall be subject to approval of the Planning Commission and City Council.
- h. The lengths, widths and shapes of blocks shall be appropriate for the locality and type of development contemplated; however, block lengths in Rural Residential Subdivisions shall not exceed 2,640 feet nor be less than 400 feet in length. For proposed developments where unusual configuration, topography, or other exceptional conditions are present the Planning Commission may approve a modification of these requirements as described in Section 1.10 of these Regulations.

- i. All Rural Residential Streets and Roads and Rural Residential Country Living Streets and Roads shall meet the following minimum standards:

| | RS-25 RS-40 RS-60 | RS-25, RS-40 CL and RS-60 CL Country Living Standard* |
|------------------------------|----------------------------------|--|
| Minimum Right-of-Way Width | 60 feet | 50 feet** |
| Minimum Pavement Width | 26 feet | 24 feet |
| Minimum Lot Frontage | As per zoning district | |
| Design Speed | 25 mph | 25 mph |
| Minimum Turnaround Radius | | |
| Right-of-way | 60 feet | 50 feet |
| Pavement | 38/40 feet | 38/40 feet |
| Maximum Length of Cul-de-sac | | 12 x min. lot width/34 dwellings Max. not to exceed 2640 feet*** |

* Applies only to the following zoning districts: RS-25 CL, RS- 40 CL and RS-60 CL

** If necessary, easements beyond the 50-foot right-of-way will be required for utility and drainage purposes as determined by the City Engineering Department. In no case shall the building line be less than five (5) feet from and outside of such utility easements.

*** See also Subsection "f" above.

- j. Adequate storm drainage shall be provided by a storm sewer or borrow ditches may be used provided that they are sodded, and further that the velocity of the water in the ditch does not exceed six (6) feet per second. If the velocity of the water in the ditch exceeds six (6) feet per second, the ditch shall be lined with concrete or other such materials to prevent erosion.
- k. Where a private drive crosses a borrow ditch, the developer's engineer shall determine the minimum required diameter of the culvert which shall be shown on the face of the Preliminary Plat and recorded on the face of the Final Plat drawing. A minimum of a 15" diameter culvert pipe shall be required for each such drive. All such culvert pipes shall include a standard inlet/outlet structure for each private drive. See also Subsection 4.2.5.e of these Regulations.

12. Private Streets and Roads.

- a. Private streets and roads, if permitted by the City, shall be allowed only in a Planned Unit Development and shall be constructed in accordance with public street structural standards as shown in the Engineering Design Criteria and Construction Specifications.
- b. For all development on private streets and roads using borrow ditches, a registered professional engineer licensed to practice in the State of Oklahoma shall certify the minimum required diameter of culverts under driveways on the face of the plat.
- c. Private streets and roads, if allowed by the City, shall comply with the following minimum requirements:
 - (1) All private roads shall comply with the adopted requirements for roadway construction and no reduction in City standards is permitted;
 - (2) All private roads shall be self-contained in the subdivision it serves and private roads shall not serve as a through street;
 - (3) Private roads shall not be a continuation of dedicated public streets to other private streets;
 - (4) There shall be placed on the final plat, clearly conspicuous, the following notice:

"The streets and drives in this subdivision have not been dedicated to the public, and said streets shall be maintained by private property owners within the subdivision, but said streets shall always be open to police, fire and other official vehicles of all federal, state, county and city agencies."
 - (5) Every deed shall also clearly acknowledge and include the following statement from the face of the final plat:

"Said roadway is private and is not maintained by the City of Claremore."
 - (6) Prior to the sale of any parcel in said subdivision, a conspicuous sign shall be posted and maintained at all entrances to said subdivision which states:

"Private Roadway Not Maintained by the City of Claremore."
 - (7) Said private roadway easement shall be at least 60 feet in width.
 - (8) All applicable building setback lines shall be calculated from the property line abutting said private street or road and be contiguous with said private roadway easement.

- (9) Said private roadway shall not be dedicated to the public but may be reserved for future dedications. Until such future dedication, all private streets and roads shall be subject to the maintenance of an owners association composed of all property owners in the subdivision.
- (10) A petition of at least 60% of the owners in the subdivision to improve and dedicate the street to the City shall bind all said owners in the subdivision to permanently improve said street or roadway in compliance with the requirements for public streets. Such cost shall be assessed to property owners.
- (11) Plans for the above stated improvements shall be prepared by a registered professional engineer licensed to practice in the State of Oklahoma. The subdivider shall file with the City a surety (performance) bond in the amount of 125% of the estimated construction costs, conditioned that the subdivider, as principal, will faithfully install and complete improvements and utilities in the subdivision within a period not to exceed two (2) years, according to requirements of City ordinances, approved plans, specifications, and subdivision rules and regulations, and will pay all bills for contractors, improvements, and utilities. An extension of this period may be granted only by the City Council.
- (12) Said registered professional engineer licensed to practice in the State of Oklahoma shall furnish the cost of said pavement and utilities to the Engineering Department who upon review, may approve the estimated costs of paving, storm sewers and other drainage facilities, if required, in order that the Planning Commission may determine whether or not the amount of the bond submitted is adequate to assure the construction of these facilities and in order to protect the interests of the City and public welfare. All current policies, inspection fees, or other normal requirements of the Engineering Department shall apply in full force also to assure the proper construction of said private roadways.
- (13) In lieu of the above provision, the developer may submit a document prepared by a registered professional engineer licensed to practice in the State of Oklahoma, which certifies that all private roads for said development are constructed in accordance with the Engineering Design Criteria and Construction Specifications.
- (14) Prior to the approval by the Engineering Department and City Council of such private roadways, all abutting property owners shall enter into such a legal agreement and form an owners association to guarantee maintenance and apportion the maintenance cost among said owners. Such agreement shall clearly state that the City is not responsible for maintenance; and

- (15) Street stub easements to serve potential future subdivision and to improve the overall circulation pattern of the area shall be provided in any location deemed appropriate by the Planning Commission. Connections from such private streets to planned or existing dedicated public streets shall be permitted only subject to approval by the Planning Commission and City Council.

4.3 ALLEYS.

1. Unless provision is made for utility easements, emergency access and service access, alleys shall be provided in commercial and industrial districts at the rear of all lots regardless of frontage on a major street.
2. Alleys serving commercial and industrial areas shall not be less than 30 feet in width and shall be paved the full width.
3. Alleys may be required in RM Multi-Family Districts by the Planning Commission after review and recommendation by the Technical Advisory Committee for efficient solid waste collection, more effective police and fire protection or for more efficient provision of service access and maintenance of utilities. Alleys serving RM Multi-Family Districts shall not be less than 20 feet in width and paved for the full width.
4. Alleys are not required in RS Districts, but when provided shall not be less than 20 feet in width and paved for the full width.
5. Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall have a radius sufficient to permit safe vehicular movements as determined by the Engineering Department.
6. Dead-end alleys shall be avoided where possible, but if unavoidable shall be provided with adequate turnaround facilities at the dead-end as determined by the Engineering Department.

4.4 SIDEWALKS.

1. Sidewalks shall be required on both sides of all primary/principal arterials, secondary/minor arterials, secondary/minor arterial alternates, residential collectors, and residential local minor streets excluding cul-de-sacs. However, in Rural Residential Subdivisions and subdivisions developed under Country Living Standards, sidewalks are not required. Further, in the event there exists a unique situation in determining the requirement for sidewalks along residential collectors, or residential local/minor streets, the City Council, upon recommendation of the Planning Commission, may grant an exception to such requirements. Sidewalks requirements or the granting of an exception thereto shall consider the relationship of such sidewalks to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land and proximity to existing and proposed future development.

2. In those cases where sidewalks are required along primary/principal arterial streets, secondary/minor arterial streets or secondary/minor arterial alternate streets, the City, at its sole option and as determined by the City Engineer, may allow the subdivider to escrow 100% of the actual bid cost or 125% of the estimated construction cost as determined by the Engineering Department in a cash account with the City to allow such sidewalks to be constructed at a later specified date. The City Engineer may allow the subdivider to provide a performance bond in favor of the City in the amount of 150% of the estimated construction cost approved by the City Engineering Department in lieu of a cash account.
3. The Planning Commission may require, in order to facilitate pedestrian access to schools, parks, playgrounds, churches, shopping centers or nearby streets, perpetual unobstructed easements of not more than ten (10) feet in width to provide adequate pedestrian circulation. Such easements shall be indicated on the plat.

4.5 BLOCKS.

1. The lengths, width and shapes of blocks shall be determined in accordance with the following:
 - a. Zoning requirements applicable to lot sizes and dimensions;
 - b. Needs for convenient access, circulation, control and safety of street traffic; and
 - c. Limitations and opportunities of topography.
2. Blocks for residential use shall not be longer than 1500 feet, measured along the centerline of the abutting streets. When a block exceeds 700 feet in length, the Planning Commission may require a dedicated right-of-way not less than ten (10) feet in width with a paved crosswalk not less than six (6) feet in width in the right-of-way to provide pedestrian access at the approximate mid-point of the block. A modification (Section 1.10) approved by the Planning Commission of the requirements of this section is not required.
3. Blocks used for residential purposes should be of sufficient width to allow for two (2) tiers of lots of appropriate depth, except where adjacent to major streets, limited access highways, railroads, waterways, or when prevented by topographical conditions.
4. Blocks intended for business and industrial use should be of a width and depth suitable for the intended use, with due allowance for off-street parking and loading facilities.

4.6 LOTS.

1. Configuration. The size, shape, and orientation of lots shall be appropriate for the location of the subdivision and for the type of development and use contemplated. Each residential lot shall be designed with a front lot line, a rear lot line and not more than three (3) side lot lines. (Front lot line, rear lot line and side lot line are defined in the Zoning Ordinance.) The Planning Commission may modify this requirement when the purpose of these Regulations may be served to the same extent by an alternative proposal as provided in Section 1.10 Modifications.
2. Access. Every lot shall have frontage on or abut a public dedicated street (or approved private street in an Planned Unit Development), or other approved access.
3. Zoning Requirements. Lot dimensions, yard, building setback lines, and lot area shall conform to the requirements of the Zoning Ordinance.
4. Double Frontage and Reverse Frontage.
 - a. Double frontage and reverse frontage lots should be avoided except where necessary to provide separation of residential development from through traffic or overcome specific disadvantages of terrain and orientation. Said lots shall have a minimum depth of 125 feet and shall be screened.
 - b. For double frontage or reverse frontage lots, a planting screen easement of at least ten (10) feet in width shall be provided along the portion of the lots abutting a traffic arterial, and there shall be no right of access across a planting screen easement. At the discretion of the Planning Commission, the developer may substitute for an easement and planting screen a permanent opaque ornamental fence not less than six (6) feet tall.
5. Corner Lots. Corner lots should exceed the minimum lot requirements in order to provide adequate building area on the lot due to the required building setbacks on both streets.
6. Lot Lines. Side lot lines should be at right angles to or radial to street lines or to the tangent of curving streets. Lot lines not at right angles to or radial to street lines or to the tangent of curving streets must show bearings of the lot lines.
7. Large Lot Subdivisions. When land is subdivided into lots of 60,000 square feet or greater, consideration should be given to allow for the opening of future streets and further resubdividing upon rezoning of the land.

4.7 EASEMENTS.

1. Utility Easements.

- a. The Planning Commission may require easements of a minimum width of 22 feet, 11 feet on each side of all rear lot lines, or width as specified by the utility company, and when necessary on other lot lines, for poles, wires, conduits, sanitary sewers, gas, water, power, and other utility lines.
- b. When an easement of 22 feet in width is not provided, the minimum width of the easement shall be 17.5 feet.
- c. Easements shall be maintained free of buildings, fences, appurtenances, or other structures, which would prevent vehicular access for maintenance and service of utilities.
- d. A modification (Section 1.10) approved by the Planning Commission of the requirements of this section is not required.

2. Drainage Easements. Suitable drainage easements as required by the adopted Engineering Design Criteria of the City shall be provided on the subdivision plat.

3. Easements Subject to TAC Review. The location, width, and alignment of all easements shall be subject to review by the TAC prior to approval.

4. Refer to Appendix B, "Standard Location of Underground Utility Lines and Color Code."

4.8 FLOODPLAIN AREAS.

In order to develop lands identified by the official floodplain maps of the City as being subject to flooding hazards or periodic inundation, said lands shall not be subdivided into lots, tracts or parcels for any use which would be incompatible with such flooding hazards and the following additional requirements shall be met:

1. Improvements are provided which meet the standards and requirements of the City and the appropriate state and federal agencies that are designed and constructed so as to render such land safe for residential or other uses and otherwise meet with the approval of the Engineering Department; or
2. The intended use of the land is permitted by adopted ordinances or resolutions of the City because such use has a low flood damage potential and will not obstruct flood flows; or

3. The intended use of the land is permitted by Right, Special Exception or Variance as outlined in ordinances, resolutions, or adopted policies of the City.

4.9 STORM WATER DRAINAGE AND DETENTION FACILITIES.

1. The storm water drainage system shall be designed and constructed in accordance with the standards and requirements adopted by the City, and shall be so designed to receive and pass the runoff from a post development 100-year frequency rainfall. The entire flow shall be confined within the said storm water drainage systems.
2. The stormwater drainage system and the storm water detention facility, if required by City adopted standards, shall be designed and constructed in accordance with said standards.

4.10. OIL AND GAS EXTRACTION SITES - RESIDENTIAL SUBDIVISIONS.

Existing Operative, Inoperative, Plugged and Abandoned Wells:

1. Shall be indicated on the face of the plat submittal;
2. All abandoned, inoperative or inactive wells shall be properly plugged;
3. Residences shall be setback a minimum of 200 feet or more from any existing operative or inoperative well unless said well is properly plugged, or unless the Board of Adjustment has reduced the setback requirement;
4. Residences shall be setback a minimum of 15 feet from any plugged well;
5. Access shall be provided and so indicated on the face of the plat for all unplugged wells for the purpose of maintenance and rework; and
6. Evidence of research and plugging of operative or inoperative wells shall be submitted as required in Sections 3.2 and 3.3.

4.11 SANITARY SEWAGE DISPOSAL AND WATER SUPPLY

1. General Requirements:
 - a. All subdivisions shall utilize a public drinking water supply approved by the DEQ and the City Water Department.
 - b. All plans pertaining to the collection and treatment of public sewage must be approved by the DEQ and the City Sewer Department.
 - c. All plans pertaining to distribution and treatment of public drinking water must be approved by the DEQ and the City Water Department.

- d. If the subdivision is located within 500 feet of an existing public water or public sanitary sewer system, the developer shall connect with said system so it is available to every lot within the subdivided area.
2. Subdivisions within the Corporate Limits of the City of Claremore:
 - a. The Subdivider within the City Limits, at his/her expense, shall provide an internal sanitary sewer collection system to every lot within the subdivision. Said system shall be designed and constructed as approved by the DEQ and in accordance with Ordinances of the City and duly adopted standards and specifications of the City.
 - b. Where an approved public sanitary sewer system is greater than 500 feet from the subdivision and in order to allow development during the time required to extend the public sanitary sewer system into those areas without such system, the following shall apply:
 - (1) A central treatment plant may be utilized on a temporary basis, provided that said treatment system meets all applicable water quality criteria and is designed and constructed as approved by DEQ and in accordance with ordinances of the City and duly adopted standards and specifications of the City.
 - (2) In those cases where the City has prepared and adopted a Master Wastewater Plan for the drainage basin in which the subdivision is proposed, and where said plan specifies that the sewer interceptor is included on the officially adopted Five Year Capital Improvement Program of the City, a Rural Residential (RS-25, RS-40, or RS-60) Subdivision may develop initially on individual on-site systems in accordance with standards as set out herein, provided that in addition to installation of the on-site systems, the developer shall be required to install a sewer collection system within the subdivision that can be connected to the municipal system when it becomes available, and each lot shall be provided with a building sewer line connected to such system. Said system and building sewer line shall be designed and constructed as approved by the DEQ and in accordance with ordinances of the City and other applicable authorities. Language shall be included on the face of the Final Plat, which specifies that future tie-on to the public system is required and that the costs for such tie-on shall be the responsibility of the private owner.
 - (3) In those cases where the City has prepared and adopted a Master Wastewater Plan for the drainage basin in which the subdivision is proposed, and the Plan specifies that the sewer interceptor is planned to be built within five (5) years or less, and the interceptor is included on the officially adopted Five Year Capital Improvement Program of the City, a Rural Residential Subdivision (RS-25 CL, RS-40 CL or RS-60 CL) being developed under the Country Living Standards may for provide sanitary sewer systems as follows:

- (a) Develop initially using individual on-site systems in accordance with the standards as set out herein; and/or
 - (b) Install a sewer collection system within the subdivision that can be connected to the municipal sewer system when it becomes available while providing an alternative treatment system for each lot in such subdivision during the interim period. Language shall be included on the face of the Final Plat, which specifies that future tie-on to the public system is required and that the costs for such tie-on and any related costs shall be the responsibility of the private property owner.
 - (c) Rural Residential Subdivisions developed under CL Country Living Standards shall provide easements as required in these Regulations.
- c. Developers of subdivisions within the corporate limits of the City where it is planned to initially use on-site sewage disposal systems shall comply with DEQ regulations.
- d. Alternative treatment systems may be constructed provided that a contract is entered into with a public entity approved and licensed to operate and maintain such an alternative treatment system. Said systems and sewer collection system shall be designed and constructed in accordance with the ordinances of the City and duly adopted standards and specifications of the City and other applicable authorities.

SECTION 5. REQUIREMENTS FOR IMPROVEMENTS AND BONDING**5.1 INSTALLATION OF IMPROVEMENTS.**

Following the approval of the final construction plans, and prior to the final plat approval, the subdivider shall complete in a manner satisfactory to the Engineering Department, all required improvements and said improvements shall be free and clear of all liens, claims and encumbrances.

5.2 BONDING OF SUBDIVISION IMPROVEMENTS.

1. In lieu of completion of required public improvements, except for sidewalks as specified in Section 4.4, and prior to issuance of any building permit, the City Council shall require that the subdivider file an improvement guarantee with the City Clerk (approved as to form by the City Attorney) to assure the actual construction of improvements according to the plans and specifications approved by the Engineering Department. All improvements shall be completed within a period of time not to exceed two (2) years from the date of approval of the final plat by the Planning Commission and City Council. The City Council shall have the power to extend that deadline one (1) additional year where the subdivider can present valid reason for such extension.
2. All improvement guarantees shall be one of the alternative forms listed below and shall be in the amount of 125% of the estimated cost to construct the improvements as determined by the Engineering Department, or 100% of the actual bid cost to construct such improvements, and with all other guarantees and conditions satisfactory to the City. No building construction shall be permitted nor municipal utility service furnished on any lot which does not comply with these requirements.
3. Alternative forms of Improvement Guarantees shall be as follows:
 - a. Surety Performance Bond. The subdivider shall obtain a surety bond from a surety bonding company authorized to do business in the State of Oklahoma. The bond shall be payable to the City and shall be in one of the amounts as specified above as estimated by a registered professional engineer licensed to practice in the State of Oklahoma and approved by the Engineering Department for completing all required improvements; or
 - b. Escrow Account. The subdivider shall deposit cash, or other instrument readily convertible into cash at face value, either with the City or in escrow with a bank. The use of any instrument other than cash, and; in the case of an escrow account, the bank with which the funds are to be deposited shall be subject to the approval of the City Council. The amount of the deposit shall be in one of the amounts as specified above as estimated by a registered professional engineer licensed to practice in the State of Oklahoma and approved by the Engineering Department for completing all required improvements. The subdivider shall file with the City Clerk an agreement,

approved as to form by the City Attorney, between the financial bank and said subdivider guaranteeing the following:

- (1) That the funds of said escrow account shall be held in trust until released by the City and may not be used or pledged by the subdivider as security in any other matter during that period; and
 - (2) That in the case of a failure on the part of the subdivider to complete said improvements, the bank shall immediately make the funds in said account available to the City for use in the completion of those improvements: or
- c. Letter of Credit. The subdivider shall provide from a bank or other reputable institution or individual (subject to the approval of the City Council) a letter of credit. This letter of credit shall be deposited with the City Clerk, approved as to form by the City Attorney, and shall certify the following:
- (1) That the creditor does guarantee funds in one of the amounts specified above as estimated by a registered professional engineer licensed to practice in the State of Oklahoma and approved by the Engineering Department for completing all required improvements;
 - (2) That in the case of failure on the part of the subdivider to complete the specified improvements within the required time period, the creditor shall pay to the City immediately and without further action, the full amount of such funds as are necessary to finance the completion of those improvements, up to the limit of credit stated in the letter; and
 - (3) That this letter of credit may not be withdrawn, or reduced in amount until released by the City.
- d. In the event that the subdivider is the principal on any delinquent corporate surety bond, the obligations of which have not been fulfilled, said subdivider shall be required to provide as surety, cash or a certificate of deposit for any improvement not installed and/or constructed by the subdivider prior to the filing of any other final plat.
- e. It shall be the responsibility of the subdivider posting any form of improvement to guarantee to inform the City through the Engineering Department when such other obligations under said guarantee have been fulfilled and to request release from the terms and conditions of the posted improvement guarantee. The subdivider's obligation shall not be considered fulfilled until the City Council has specifically released the subdivider from such obligation.

- f. Any construction surety, regardless of form, shall be accompanied by a certified engineer's estimate, prepared by a registered professional engineer licensed to practice in the State of Oklahoma, certifying that the improvement guarantee amount is sufficient to cover 125% of the current cost of constructing the guaranteed improvement.
- g. If any portion of the required improvements shall fail to be accepted for dedication within the allocated time period, either for reasons of incompleteness or for reason of substandard construction, the City shall take the following action:
 - (1) Where improvements have been guaranteed under the provision of these Regulations, the City Council shall declare whatever security has been pledged as a guarantee to be in forfeit.
 - (2) Where the City Council is not already in possession of said guarantee, it shall immediately take the actions necessary to obtain it. Upon receipt of these securities, the City shall use them, or receipts from their sale if that be necessary, to finance the completion of required improvements or the rebuilding of such improvements to the proper specifications.
 - (3) Where improvement guarantees given under the provisions of these Regulations are about to expire and the improvements guaranteed under such securities have been determined by the Engineering Department to have been constructed in a substandard manner or have otherwise failed, the City shall require that the subdivider extend the period of the surety to allow such deficiencies to be remedied as per the terms of the original surety. The amount of the surety in such cases shall be based only on the deficiencies and be 125% of the estimated cost to remedy such deficiencies as determined by the Engineering Department, or 100% of the actual bid cost to remedy such deficiencies.
 - (4) Unused portions of these securities shall be returned to the subdivider, bonding company, or crediting institution, as is appropriate.

5.3 COMPLETION AND ACCEPTANCE OF PUBLIC IMPROVEMENTS.

1. At such time as the subdivider has completed the installation and construction of all required public utilities and improvements, the subdivider may apply for acceptance of all such improvements by the City.

2. The individual or legal entity responsible for causing a public improvement to be constructed shall make written request through the Engineering Department that such public improvements be accepted by the City. Upon receipt of such notice, the Engineering Department and the Public Works Department shall make a final inspection to determine whether or not the work is completed in compliance with the approved plans and specifications.
3. Upon receipt of the written recommendations and findings of the Engineering Department and Public Works Department, the City Council may accept such improvements upon the finding that said improvements meet the requirements of these Regulations and all other conditions of approval have been satisfied (submission of maintenance bonds, etc.).
4. Upon completion of improvements or satisfaction of the purposes and requirements of the sureties, such sureties shall be released and notification of such release shall be given to the subdivider.

5.4 TIME LIMIT.

Prior to the granting of final plat approval, the subdivider and Planning Commission shall agree upon a deadline for the completion of all required improvements. The period within which required improvements must be completed shall be specified by the Planning Commission in the action approving the final subdivision plat and shall not exceed two (2) years from date of final approval, unless extended by the Planning Commission for good cause.

5.5 VACATED PLATS.

Vacation of the plat as provided by Oklahoma State Statutes shall remove the obligation to construct such improvements.

SECTION 6. LOT-SPLIT PROCEDURES AND STANDARDS

6.1 AUTHORITY.

The Planning Commission, pursuant to the powers and jurisdiction vested through Title 19, Oklahoma Statutes, Section 863.10 and as required herein, does hereby exercise the power and authority to review, approve and disapprove transfers of land hereinafter referred to as lot-splits as defined in Section 7 and as described in Section 1.3.

6.2 INTENT AND PURPOSE.

The regulations contained in this Section are intended to establish reasonable standards of design and procedures for lot-splits in order to accomplish the policy and purposes set forth in Sections 1.3 and 1.4, as they are applicable to lot-splits.

6.3 PROCEDURE.

The following procedure shall be required for processing lot-splits:

1. Application Form and Drawing. A lot-split application shall be filed with the Planning Commission Staff and the appropriate fee paid in accordance with the following requirements:
 - a. Where the application is to be reviewed by the Planning Commission alone, 15 copies of a survey meeting the requirements of Oklahoma State Statutes and prepared by a land surveyor registered in the State of Oklahoma shall accompany the split. Where possible, the survey drawing should be placed in the space provided on the application form.
 - b. Where review will include other agencies or companies in addition to the Planning Commission Staff, eight (8) copies of a scaled drawing shall accompany the application.
 - c. The survey drawing itself shall include a legal description, all existing and proposed lot lines, all existing buildings and improvements and their distances from lot lines, adjacent streets and street right-of-way and paving widths, existing access limitations, and a north arrow and scale.
 - d. In all cases where drawings are attached on separate sheets, the subdivider should limit the size of the drawing to 8-1/2 inches by 14 inches.
 - e. Where the applicant is requesting a waiver, said request shall be stated on the application form, including the reasons for such requests.
2. Planning Commission Staff Review. In its review of lot-splits, the Planning Commission Staff shall:
 - a. Distribute copies of the application form and drawing to the appropriate officials, agencies, departments or utilities;
 - b. Field check the area being platted;

- c. Review the application for conformance with the Comprehensive Plan, Zoning Ordinance, PUD conditions, Board of Adjustment actions, and these Subdivision Regulations; and
 - d. Prepare recommendations including comments of officials, agencies or departments, or utilities contacted.
3. Lot-Splits Requiring Planning Commission Staff Review Only. Where review by the Planning Commission Staff reveals that a split meets all approved guidelines herein set forth, and all proposed lots are adequately served by utilities either by easement or in public streets, the Planning Director or the Director's designated agent shall approve the lot-split and the Planning Commission shall ratify the approval at the next Planning Commission meeting.
4. Lot-Splits Requiring Full Review. For those lot-splits that involve acquiring easements or in the Staff's opinion, require review by additional companies or agencies but do not involve a waiver of the Subdivision Regulations, the following procedure shall be followed:
 - a. The Planning Commission Staff will send a copy of the application and drawing to all utility providers.
 - b. After each company or agency has notified the Planning Commission Staff of all requirements, the Staff shall in turn notify the subdivider.
 - c. If the lot-split is on a tract that is utilizing or will utilize a private sewage disposal system, the tract and system shall meet all of the requirements of the DEQ.
 - d. When approvals from all companies or agencies involved are received, the lot-split shall be approved by the Planning Director or the Director's designated agent and the Planning Commission shall ratify the approval at the next Planning Commission meeting.
5. Lot-Splits Requiring Waivers. For those lot-splits that involve a waiver of a provision of these Regulations, the procedure shall be as follows:
 - a. A cut-off date shall be observed which coincides with that of the submission of subdivision plats.
 - b. A copy of the lot-split shall be sent to the all utility providers as stated in Subsection 4 above. The Planning Staff shall indicate on the application the date of the TAC meeting at which the application shall be reviewed and that it is a request for waiver of conditions.
 - c. The Planning Commission Staff shall present the application and waiver request at the regular TAC meeting where the lot-split may be reviewed by the total membership of that Committee, including all utility providers, the DEQ, the City Water and Sewer Department and the City Engineer.
 - d. The recommendation of the TAC shall be compiled with the Planning Staff's recommendation and the application shall be heard at the next Planning Commission meeting.

- e. The Planning Commission shall hold a hearing on the lot-split as follows:
- (1) Notice of such hearing shall required only on lot-splits requiring waivers and be given to the abutting property owners (including lot owners separated only by a residential street) by the mailing of a written notice ten (10) days prior to the hearing before the Planning Commission of the application for waiver and lot-split approval;
 - (2) The Planning Commission shall review the requested lot-split and either approve or disapprove the requested waiver;
 - (3) If approved, the lot-split approval may also be subject to the approval of the Board of Adjustment if a variance of a zoning requirement is involved;
 - (4) If the application is disapproved, the applicant may appeal the decision of the Planning Commission to the District Court as provided in Title 19, Oklahoma Statutes Section 863.10; and
 - (5) Reasonable conditions may be imposed by the Planning Commission in the granting of a modification as set forth in Section 1.10.

6.4 CERTIFICATE OF APPROVAL.

1. Approval shall be shown by certification on the instrument of transfer as required by Oklahoma State Statutes. The Chairperson or such other Officer of the Planning Commission as designated by such Chairperson shall sign the certification.
2. Upon affixing said written approval by the Planning Commission, the subdivider may then file the instrument with the County Clerk, the approval being an official document that will be contained in the abstract of the property being split.

6.5 APPROVAL GUIDELINES.

Approval or disapproval of lot-splits shall be based upon the following guidelines:

1. Lots.
 - a. Lot dimensions shall conform to the Zoning Ordinance and shall meet the requirements set forth in Section 4.6 of these Regulations.
 - b. In the case of lots not served by public sanitary sewers and/or public water, such lots shall be of sufficient area to properly accommodate a suitable private sewage disposal system and otherwise meet the requirements of the DEQ and Subsection 4 below.

- c. Corner lots and double frontage lots should have such extra width and area beyond the minimum requirements for other lots as may be necessary to permit appropriate setbacks on both streets while insuring that adequate buildable space remains.
2. Easements and Utilities. Where a lot-split will result in a lot having inadequate access to utility easements, dedication of easements shall be required in accordance with the requirements of the applicable utility providers.
 3. Access and Streets.
 - a. Where a tract to be split is controlled by non-access provisions, no lot shall be approved where such provision will preclude access for said lot.
 - b. The splitting of land shall provide each lot with access to a public street or highway, so that the convenience of the lot owner or user is assured, as well as the layout of utilities, garbage and waste removal, fire protection and public health and safety is thereby adequately provided for.
 - c. Where land to be split contains within its boundaries areas designated for street right-of-way on the Major Street Plan, the split shall not be approved where street right-of-way fails to conform to said Plan except upon a finding that:
 - (1) All utilities are in place and the additional right-of-way is not required for utility placement;
 - (2) The public has, by virtue of statutory easement or suitable roadway dedication, right-of-way sufficient to allow the placement of pavement of a width necessary to meet the standards of the Major Street Plan for the particular street involved; and
 - (3) Development made possible by the split itself will not measurably increase the burden of traffic on an adjacent street to such an extent that it would adversely affect the health, safety, and welfare of the public; or
 - (4) Existing structures lie in the right-of-way proposed by the Major Street Plan that precludes the construction of the planned street.
4. Sewage Disposal.
 - a. Where a tract to be split abuts a public sanitary sewer, no split shall be approved until or unless the approval of the City Water and Sewer Department or other appropriate agency is obtained.
 - b. Within the corporate limits of the City of Claremore not served by sanitary sewer within 500 feet of the nearest property line, the regulations for subdivisions shall apply for lots that plan to utilize on-site systems, and connection to the public sewer collection system is not required.

- c. Lot size requirements shall be the same as those for subdivisions provided that an exception to lot size may be granted by the DEQ, if all lots created have existing structures and the lot-split does not, in effect, change the density and proper documentation must be provided showing transfer of ownership prior to January 1, 1974.
- d. A public water supply serving each lot is required.
- e. A passing soil percolation test with installation of an approved system by the DEQ shall be required for each lot created as required for subdivisions. (See also Section 4.11.)

SECTION 7. DEFINITIONS

Abutting: For the purposes of providing notice, abutting shall mean contiguous or separated therefrom only by a non-arterial street.

Alley: A minor right-of-way dedicated for public use which gives a secondary means of vehicular access to the back or side properties otherwise abutting a street, and which may be used for public utility purposes but is not intended for general traffic circulation.

All-Weather Material: A hard surface, dust-free material capable during ordinary use of withstanding normal weather conditions without substantial deterioration. Gravel, rock, or screenings alone, without use of a petroleum or cement binder, does not meet the definition of an all-weather, dust-free material in incorporated areas.

As Built Plans: See "Record Drawings."

Block: A tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, a railroad right-of-way, shoreline of a waterway, or boundary line of a municipality.

City: The City of Claremore, Oklahoma.

City Council: The City Council of the City of Claremore, Oklahoma.

City Engineer: The Office of the City of Claremore Engineer.

City of Claremore-Rogers County Metropolitan Area: The area within which the Claremore Rogers County Metropolitan Area Planning Commission is authorized to prepare and adopt plans, codes, and regulations, under 19 O.S. § 866.1 through 866.36.

Collector Streets: A street intended to move traffic from local streets to arterial streets.

Comprehensive Plan: The master plan for the physical development of the City of Claremore and its annexation fenceline prepared and adopted by the Planning Commission, and approved by the City of Claremore pursuant to 19 O.S. 866.1 - 866.36 and subsequent amendments thereto, and includes any part of such Plan.

Construction Plan: The maps or drawings prepared by a registered professional engineer licensed to practice in the State of Oklahoma accompanying a preliminary or final subdivision plat and showing the specific location and design of improvements to be installed in the subdivision in accordance with the requirements of the City Engineer and the Planning Commission as a condition of the approval of the plat.

Construction Standards and Specifications: See "Standard Specifications for Construction."

Country Living: An alternate development standard available in the RS-25 CL, RS-40 CL and RS-60 CL zoning districts under the standards included in Zoning Ordinance, these Subdivision Regulations, the Engineering Design Standards, and the Standard Specifications for Construction for large lot development which is intended to preserve the rural residential character of the area being developed.

County: Rogers County, Oklahoma.

County Clerk: The Clerk of Rogers County, Oklahoma.

County Engineer: The Engineer of Rogers County, Oklahoma.

Cul-De-Sac: See "Street, Cul-De-Sac".

Deeds of Dedication: The instrument(s) of public record by which specified interests in land are described and conveyed to the public and by which the formalities prerequisite to the recording of a subdivision plat or other similar instrument are set forth and which may, though not required, set forth private covenants establishing requirements for buildings, construction, use, or other such conditions of the subject land. It is required that the development standards of a Planned Unit Development and other similar standards be shown and included in the Deeds of Dedication on the face of the Preliminary and Final Plat.

Detention Facility: A facility for the collection or storage of stormwater for subsequent discharge at a rate that is less than the rate of inflow.

Development: Any man-made change in improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

Director: The Administrative Official so designated by the City Of Claremore to administer these Subdivision Regulations in the incorporated areas under the jurisdiction of the Planning Commission, or the Administrative Official so designated by the Board of County Commissioners to administer these Subdivision Regulations in the unincorporated areas under the jurisdiction of the Planning Commission.

Easement: A grant of one or more of the property rights by the property owner to the public, a corporation, or other persons for the use of land for specific purposes.

Engineering Department: Shall mean the Engineering Department of the City of Claremore.

Engineering Design Criteria: The criteria for engineering design and construction of infrastructure and other improvements related to the development of subdivisions adopted by the City.

Floodplain or Flood-Prone Area: Any land area susceptible to being inundated by water from any source. See "Flood or Flooding".

Flood or Flooding: A general and temporary condition of partial or complete inundation of normally dry land areas from:

1. The overflow of inland or tidal waters; or
2. The unusual and rapid accumulation or runoff of surface waters from any source.

Frontage: That side of a lot abutting a street to which access is available from said lot.

Governing Body: The City Council of the City of Claremore, Oklahoma.

Grade: The slope of a road, street or other public way, specified in percent (%) of vertical to horizontal measurements.

Half-Mile-Line: The north-south or east-west line, which bisects a one square mile section of land.

Health Department: The City-County Health Department of Claremore-Rogers County, Oklahoma, or the Oklahoma Department of Environmental Quality (DEQ).

Jurisdiction: See "Territorial Jurisdiction."

Lot, Double Frontage: A lot which runs through a block from street to street and has frontage on two (2) or more streets, as distinguished from a corner lot.

Lot, Key: A lot having a side lot line abutting the rear lot line of another lot.

Lot, Lot of Record: A lot which is part of a subdivision, the plat of which has been recorded in the office of the County Clerk of the County in which the lot is located or a parcel of land, the deed of which is recorded in the office of the County Clerk of the County in which the parcel is located.

Lot, Reverse Frontage: A corner lot of such size and shape that a building erected on it might logically be designed to face on either adjoining street, thus causing it to rear on the side lot line of an abutting lot.

Lot-Split: Any subdivision containing not more than four (4) lots and fronting on an existing street, not involving any new street or road, or the extension of municipal facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property, and not in conflict with any provision or portion of the Comprehensive Plan, Major Street Plan, Zoning Ordinance, or these Subdivision Regulations.

Major Street: See "Street, Major".

Major Street Plan: The part of the Comprehensive Plan which relates to major streets and highways.

Metropolitan Area: The City of Claremore-Rogers County Metropolitan Area as included under the jurisdiction of the City of Claremore-Rogers County Metropolitan Area Planning Commission.

Minor Street: See "Street, Minor".

Open Space: Space on the ground, which is not built upon or otherwise improved to an impervious state (such as for buildings, drives or walkways) and which is maintained for active or passive recreational or buffer type uses.

Planned Unit Development (PUD): A discretionary type of development for a tract of land under single ownership or control, based upon an approved development plan and Sketch Plat permitting flexibility of principal land uses, lot sizes and accessory uses not otherwise available under conventional zoning and the related development standards.

Planning Commission: The City of Claremore-Rogers County Metropolitan Area Planning Commission.

Plat, Final: A map or chart of land subdivision prepared in accordance with these Subdivision Regulations in a form suitable for filing in the office of the County Clerk, including necessary affidavits, dedications, and acceptances, and containing a complete engineering description including references to field markers sufficient to locate on the ground all streets, alleys, blocks, lots, and other elements of the subdivision.

Plat, Preliminary: A map or chart of a proposed land subdivision prepared in accordance with these Subdivision Regulations showing the concept, character, and general details of the proposed development.

Plat, Sketch: A map or chart of a proposed land division prepared after a pre-application conference in accordance with these Subdivision Regulations showing the general layout of streets and reservations of land, street improvements, drainage, water and sewerage, floodplains, the availability of existing utilities and other related information.

Record Drawings: The drawings as issued for construction on which the developer's engineer, upon completion of the work, has shown changes due to addenda or change orders and other information which said engineer considers significant based on record documents furnished by the contractor and/or inspector to said engineer and which were annotated by the contractor to show changes made during construction.

Restrictive Covenants: An agreement of public record that restricts the use or occupancy of real property and sets forth a formal binding agreement that runs with such land and binds future land owners, his or her successors, or assigns to such agreements.

Right-of-way: A strip of land occupied or intended to be occupied by a street, crosswalk, railroad, road, electrical and communication services, oil or gas pipeline, water main, sanitary or storm sewer main, shade trees, or for other special use. The usage of the term "right-of-way" for purposes of other than the platting of land shall mean that every right-of-way thereafter established and shown on the final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels. Right-of-way intended for streets, crosswalks, water mains, sanitary sewers, storm drains, shade trees, or otherwise involving construction or maintenance by a public agency shall be dedicated to the public use by the maker of the plat on which such right-of-way is established. All such dedications are subject to the final approval by the City.

Quarter-Mile Line: A north-south or east-west line that bisects the north, south, east or west half of the section.

Registered Engineer: A professional engineer registered and licensed to practice in the State of Oklahoma.

Registered Land Surveyor: A land surveyor registered and licensed to practice in the State of Oklahoma.

Required Improvement: An improvement required by the Planning Commission in accordance with these Subdivision Regulations as a condition for approval of the plat.

Reserve Area: An area or part of a plat identified on the face of the plat and set aside for park land, stormwater detention or similar purposes which are specified on the face

of the plat. The title, ownership and responsibility for maintenance of Reserve Areas shall remain with the subdivider until or unless conveyed to a homeowners association or accepted by the governing body. Said owner shall grant to the governing body a perpetual easement for utilities and other public purposes as specified in the covenants or deeds of dedication. The governing body shall have no liability for any damage to any private improvements occasioned by the maintenance or reconstruction of utilities or infrastructure located in the Reserve Area.

Reserve Strip: A strip of land typically created to by the owner to be privately retained to prevent, restrict or otherwise control access to public utilities or streets. Such strips are not permitted under these Subdivision Regulations.

Rural Residential Subdivision: Any subdivision of land that is comprised of lots that each meet or exceed the minimum bulk and area requirements of the RS-25 Residential Single-Family Medium Density District or the RS-25 CL Residential Single-Family Medium Density Country Living District.

Secretary: The Secretary of the Planning Commission being the designee of the Planning Commission or the Director.

Setback: The distance, existing or planned, between a building and the nearest property line on a street right-of-way.

Standard Specifications for Construction: The specifications acting in conjunction with the Engineering Design Criteria adopted by the City for regulating the nature, extent, dimensions, construction, and financing of improvements in subdivisions. Where the City has elected to exercise extraterritorial subdivision jurisdiction, such specifications shall include a map showing the extent of such jurisdiction. These Specifications may also be referred to as the "Construction Standards."

Street: A public or private right-of-way that affords the primary means of access to abutting property or serves as a thoroughfare for vehicular traffic or both, but excludes alleys. See also Section 4.2 of these Regulations for further information on Streets. The following types of streets are recognized by the Comprehensive Plan and these Subdivision Regulations:

Street, Arterial: A thoroughfare designated on the Major Street Plan that carries a significant portion of interurban vehicle traffic at moderate speeds with some traffic stops. See also "Street, Primary/Major Arterial", "Street, Secondary/Minor Arterial", "Street/Minor Arterial Alternate," or "Street, Collector" in this section.

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

Street, Collector: A thoroughfare designated on the Major Street Plan that is intended to move traffic from minor streets to arterial streets, including the principal entrance and circulation street or streets of a development.

Street, Commercial Collector/Industrial Collector: A category of trafficway that provides circulation to and from commercial and industrial areas to connect to major streets or highways.

Street, Commercial Business District: A category of trafficway that provides circulation within the Central Business District.

Street, Commercial/Industrial: A category of trafficway that provides circulation within commercial and industrial areas.

Street, Cul-de-sac: A minor street with only one outlet and having a terminus for the safe and convenient reversal of traffic movement including all emergency and service vehicles, and a maximum length of 500 feet measured from the entrance to the center of the turn-around. See also Section 4.2.

Street, Frontage or Service: A minor street auxiliary to and located on the side of a major street for service to abutting properties and adjacent areas and for control of access.

Street, Major: Highways, arterials (primary/principal and secondary/minor), and collector streets shown on the Major Street Plan.

Street, Minor (Local): Any trafficway of limited length not classified on the Major Street Plan that provides direct access to abutting tracts of land and access to more heavily traveled streets, and that is designed in such a manner to discourage its use by through traffic.

Street, Primary/Principal Arterial: A thoroughfare designated on the Major Street Plan that carries a significant portion of interurban vehicular traffic at a moderate rate of speed.

Street, Secondary/Minor Arterial or Street, Secondary/Minor Arterial Alternate: A thoroughfare designated on the Major Street Plan that carries a significant portion of interurban vehicular traffic having some traffic stops.

Subdivider: Any person, firm, partnership, corporation, or other entity, acting as a unit, subdividing or proposing to subdivide land as herein defined.

Subdividing: The dividing of land into two (2) or more lots, parcels, tracts, or areas, any one (1) of which when divided has an area of less than ten (10) acres, or any dividing of land involving the vacating or dedicating of right-of-way or the alignment of an existing or proposed street or highway or public utility easement, or the resubdividing of land heretofore divided into lots, sites, or parcels, whether such dividing or resubdividing is by means of a map or plat or metes-and-bounds descriptions.

Subdivision: A tract of land that has been subdivided or is proposed to be subdivided.

Subdivision Regulations: The Subdivision Regulations of the City of Claremore.

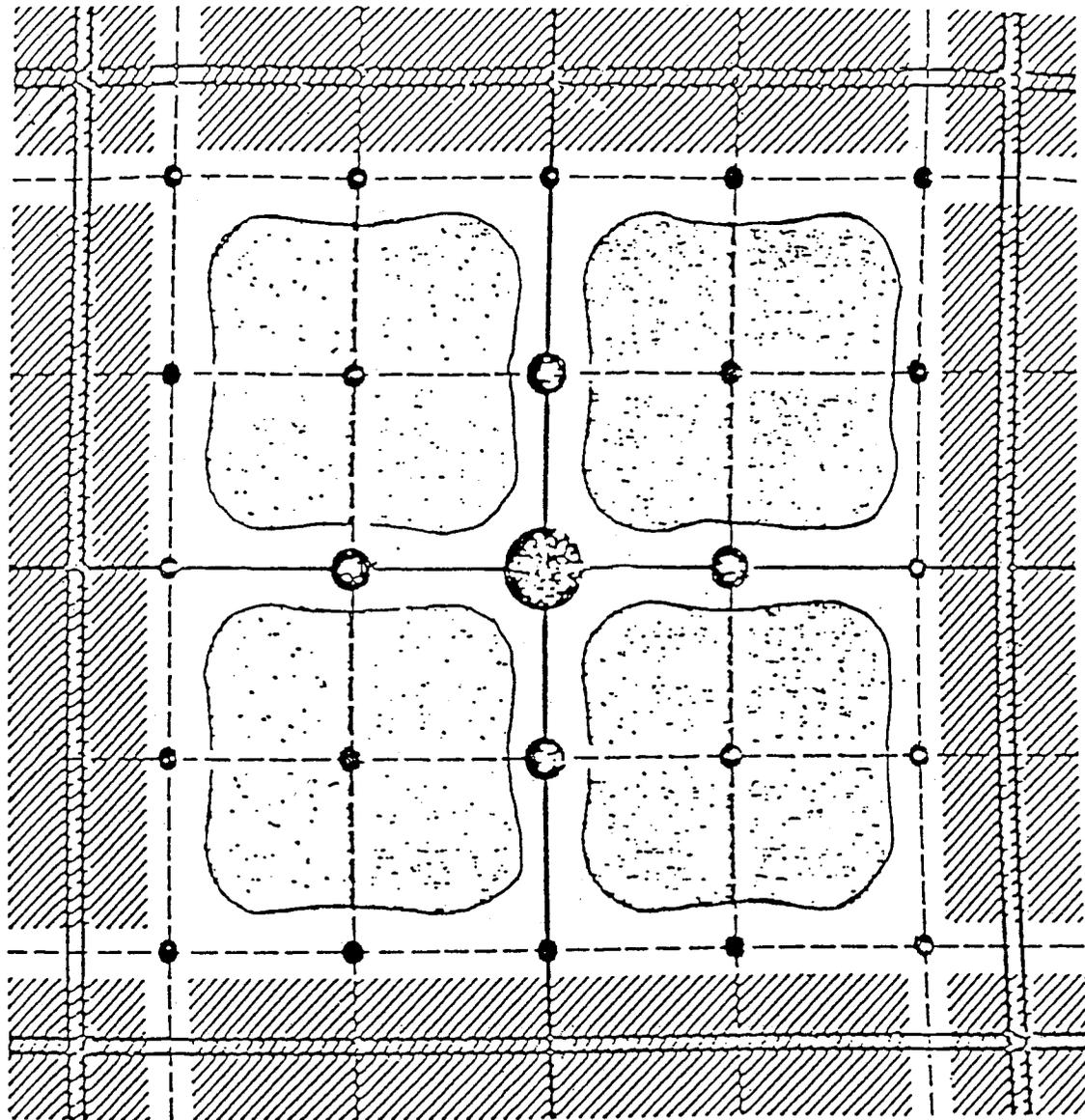
Territorial Jurisdiction: The area within which the Planning Commission has jurisdiction over the subdividing of land, as provided by 19 O.S., Section 866, as amended. Said area consists of those parts of Rogers County for which the Planning Commission has adopted and the City Council has approved a Comprehensive Plan (including a Major Street Plan), and/or zoning districts and classifications.

Way: Any street, avenue, parkway, highway, boulevard, road, or alley reserved and/or dedicated for public or private use chiefly by vehicular or pedestrian traffic.

ILLUSTRATIONS

THE FOLLOWING ILLUSTRATIONS ARE INCLUDED IN THE CITY OF CLAREMORE SUBDIVISION REGULATIONS AND ARE SHOWN ON THE PAGES THAT FOLLOW:

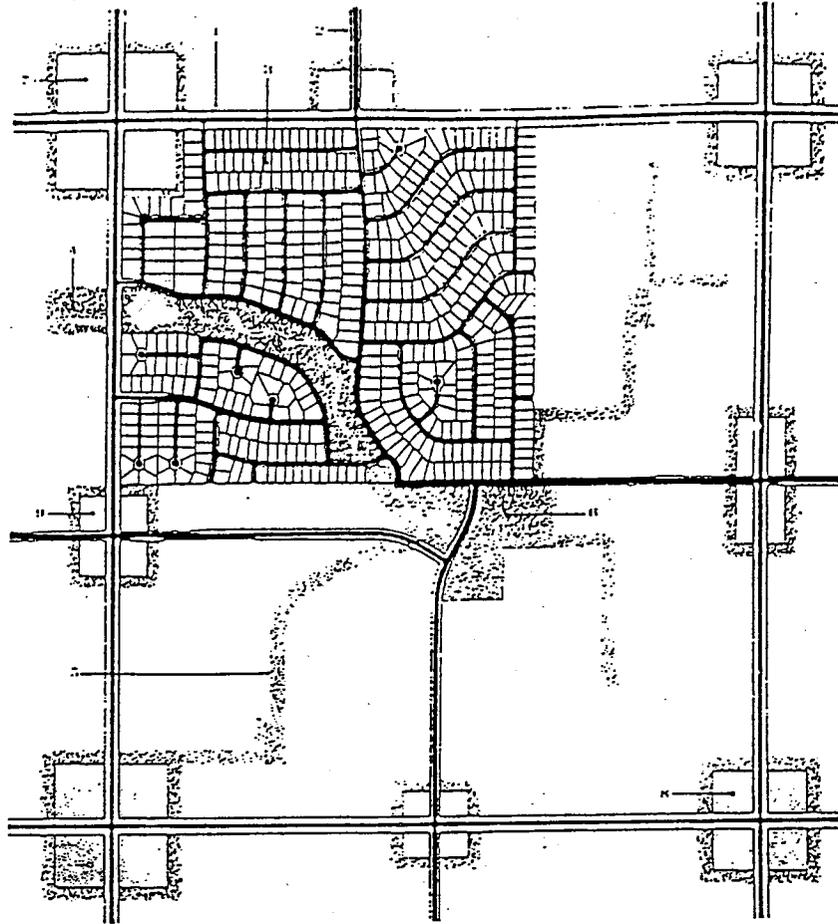
- FIGURE 1. DEVELOPMENT DISTRICT CONCEPT
- FIGURE 2. NEIGHBORHOOD CONCEPT
- FIGURE 3. PROPOSED SUBDIVISION SITE
- FIGURE 4. SKETCH PLAT
- FIGURE 5. PRELIMINARY PLAT
- FIGURE 6. FINAL PLAT
- FIGURE 7. PLANNED UNIT DEVELOPMENT
- FIGURE 8. BORDER STREETS
- FIGURE 9. OPEN SPACE
- FIGURE 10. DEVELOPMENT REVIEW AND PROCESSING



LEGEND:

- | | |
|--|--|
|  Intensity Corridor |  Freeway |
|  Intensity Nodes |  Primary Arterial |
|  Subdistrict |  Secondary Arterial |

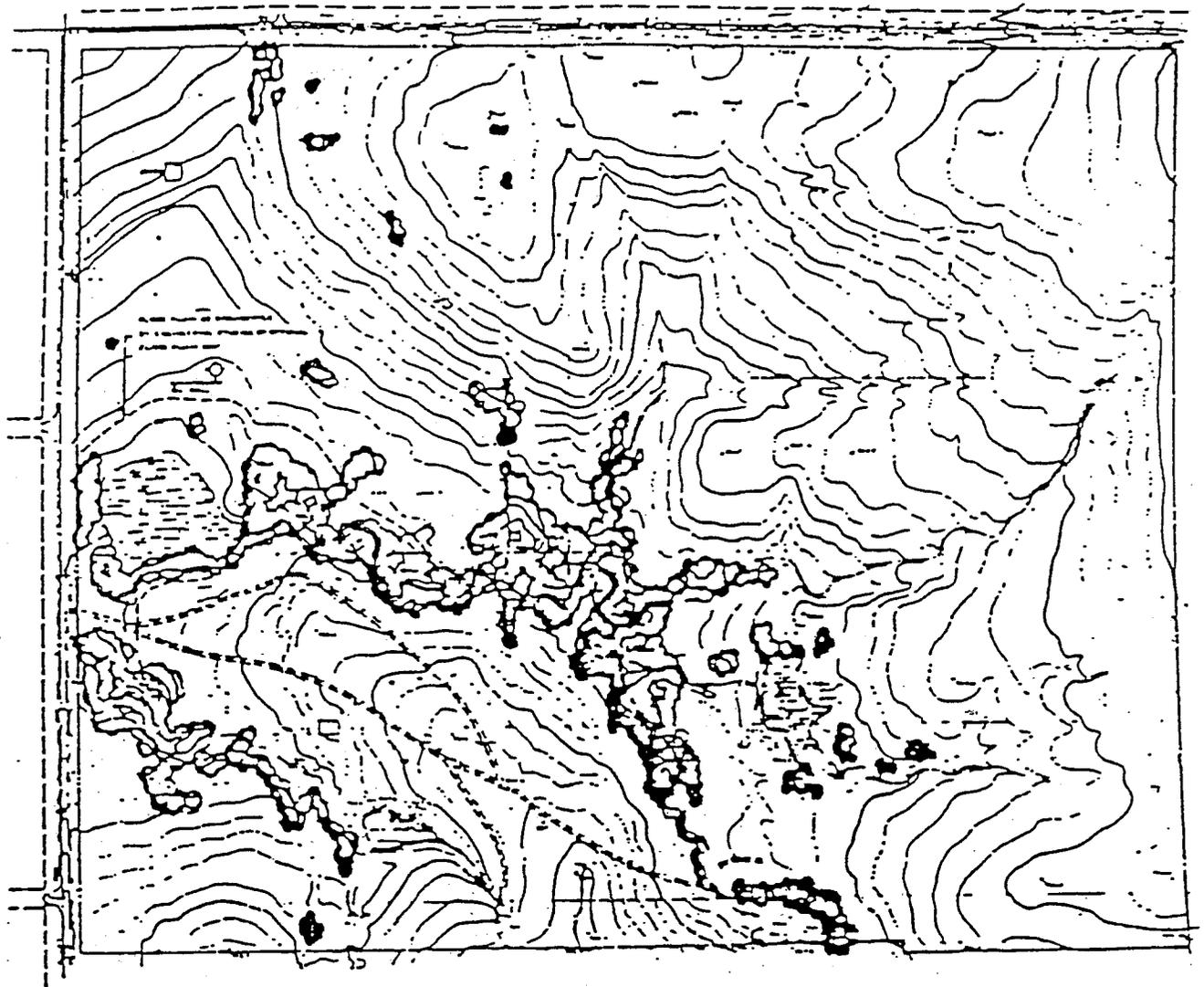
FIGURE 1. DEVELOPMENT DISTRICT CONCEPT



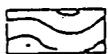
THE NEIGHBORHOOD CONCEPT, AS SCHEMATICALLY ILLUSTRATED ABOVE, REPRESENTS A DESIRABLE ORGANIZATION OF THE ELEMENTS OF A NEIGHBORHOOD.

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 is 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.

FIGURE 2. NEIGHBORHOOD CONCEPT



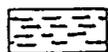
LEGEND:



Topography



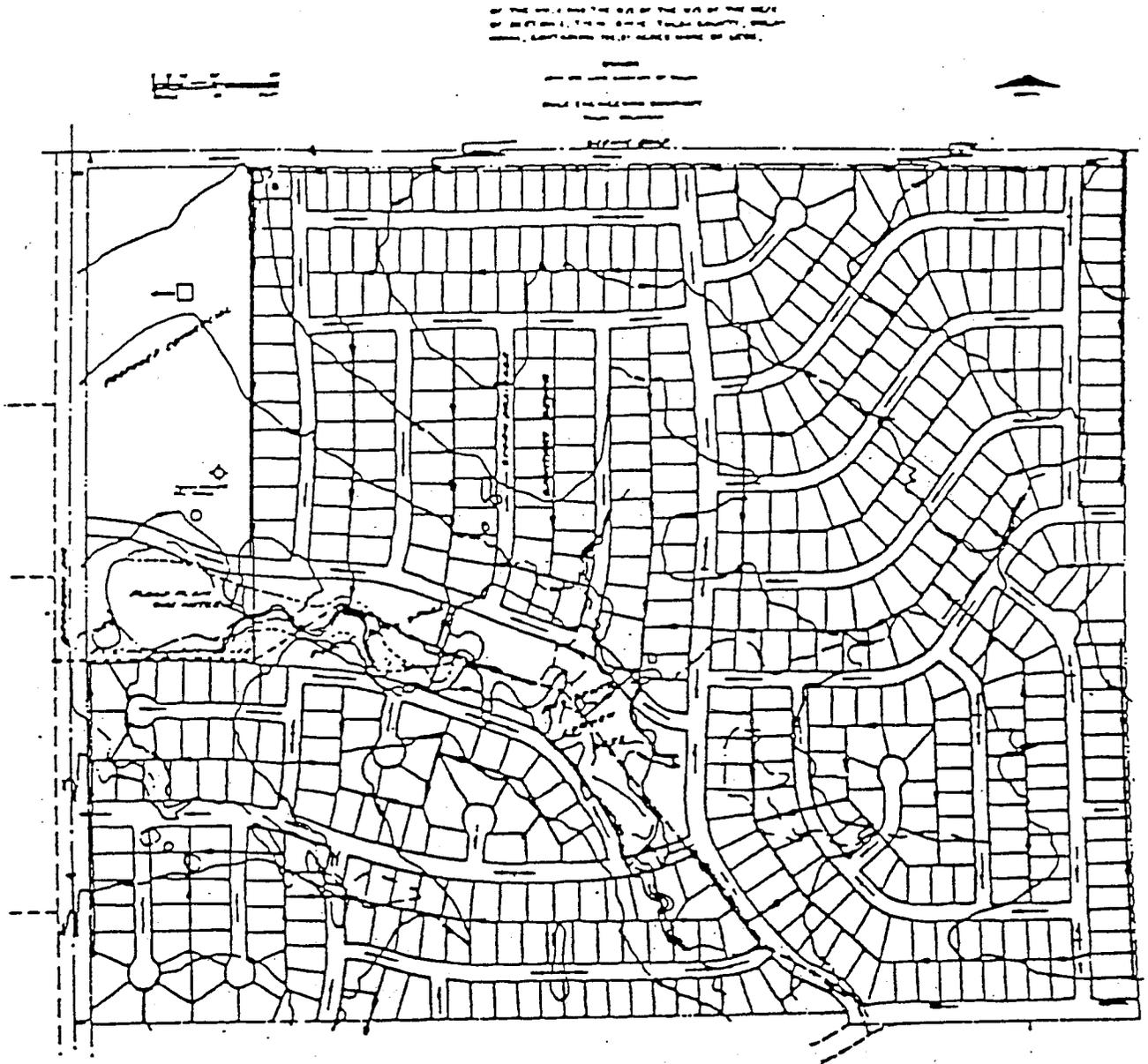
Vegetation



Creeks and Water

FIGURE 3. PROPOSED SUBDIVISION SITE

SKETCH PLAT OF CREEKWOOD SUBDIVISION



This is an example of a well-prepared sketch plat. A sketch plat is a map or chart of a proposed land division prepared after a pre-application conference in accordance with these Subdivision Regulations showing the general layout of streets and reservations of land, street improvements, drainage and detention areas, water and sewerage, floodplains, the availability of existing utilities and other related information. The plat has been designed to fit topographic and other site conditions and is superimposed over a drawing showing significant natural site features. Adjoining development conditions, proposed street pattern, existing and proposed sanitary sewers and storm drainage and detention areas, land use designations and lots are shown. In addition, proposed grading and channel changes affecting the indicated floodplain are also shown. The review of a sketch plat during the platting process can save later time and expense on the part of the developer by revealing possible difficulties early in the subdivision process.

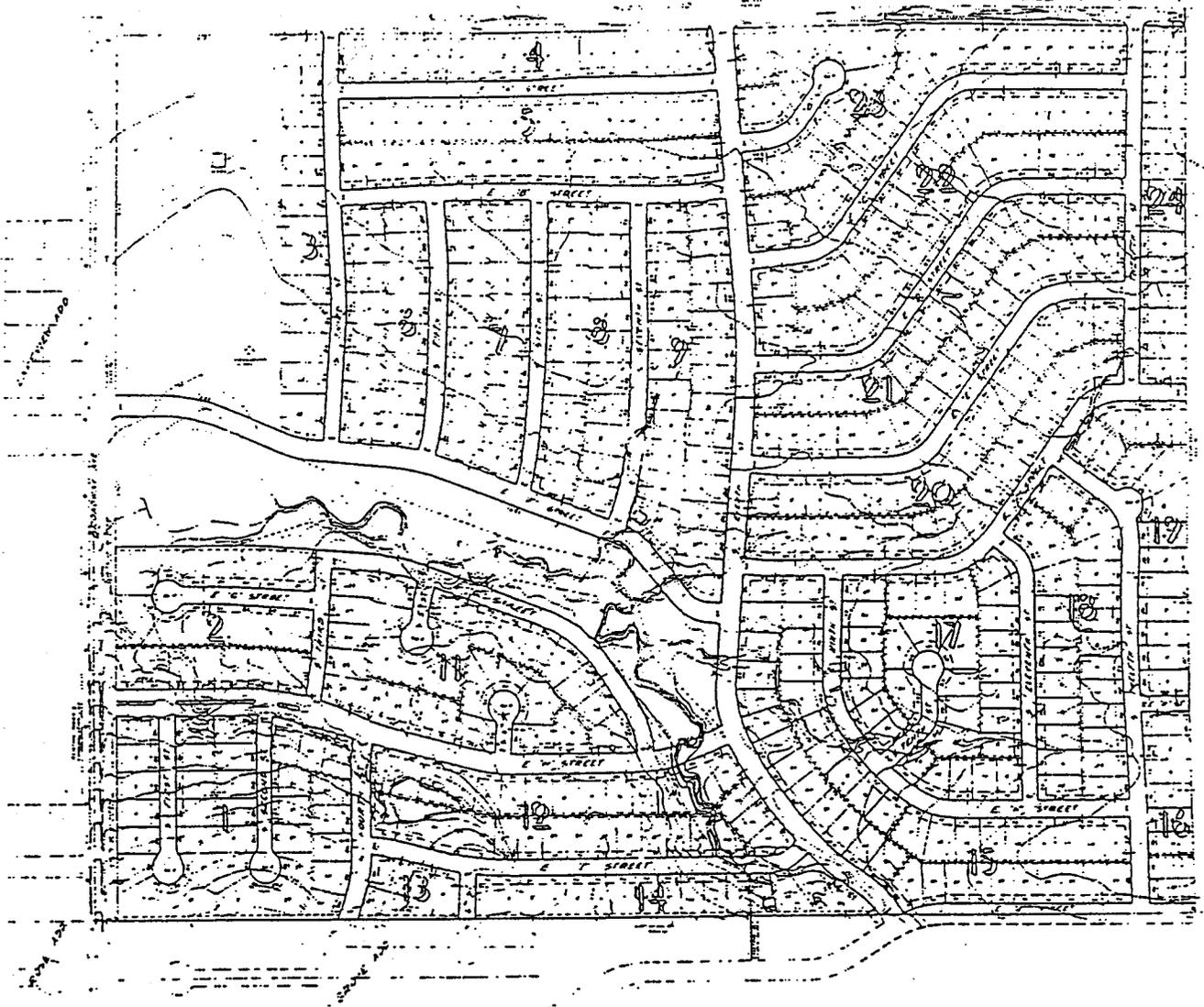
FIGURE 4. SKETCH PLAT

CREEKWOOD SUBDIVISION

PRELIMINARY PLAT

DATE: _____

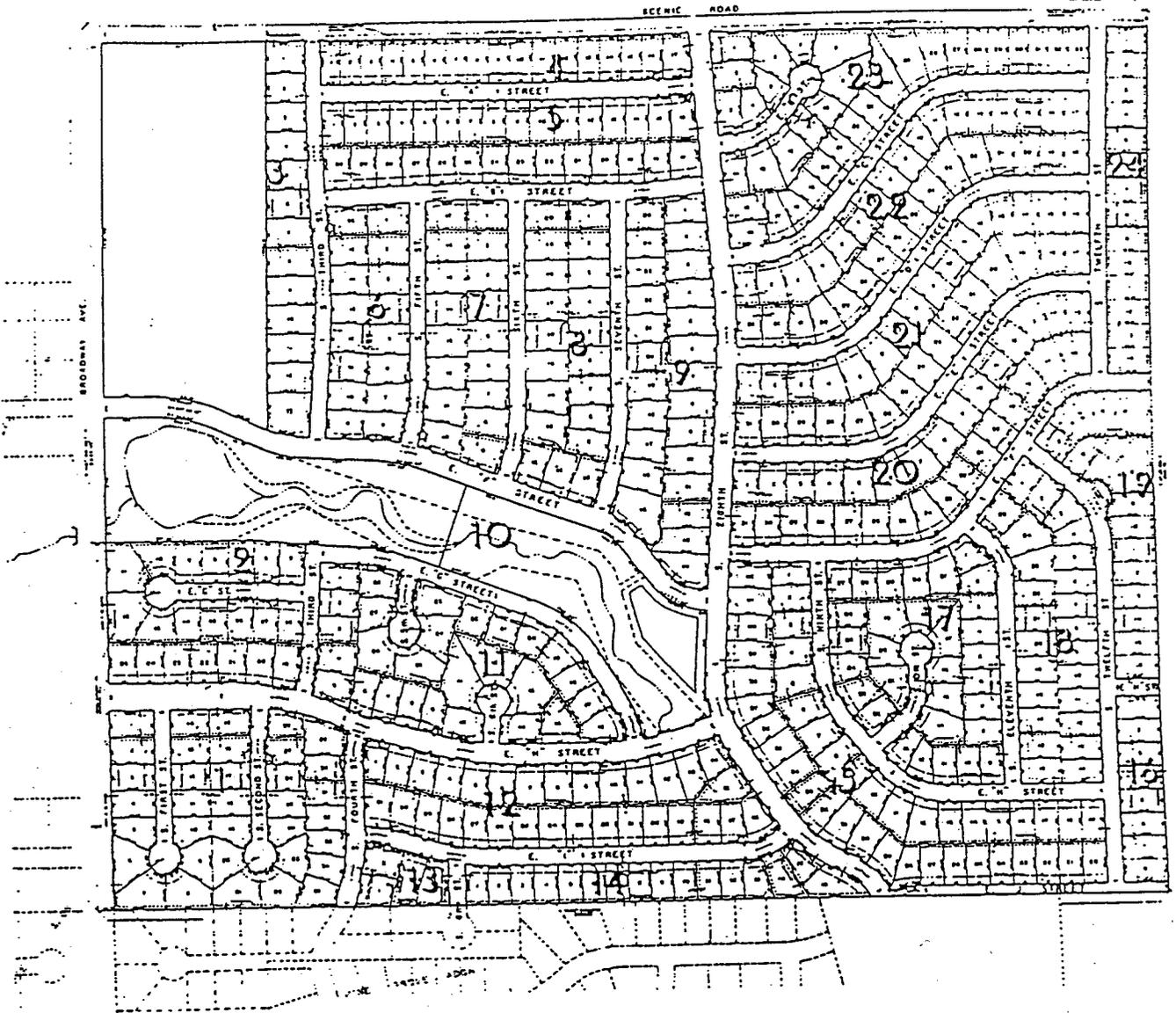
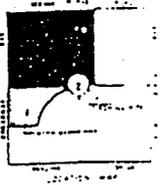
BY: _____



A preliminary plat is a map or chart of a proposed land subdivision prepared in accordance with these Subdivision Regulations showing the concept, character, and general details of the development.

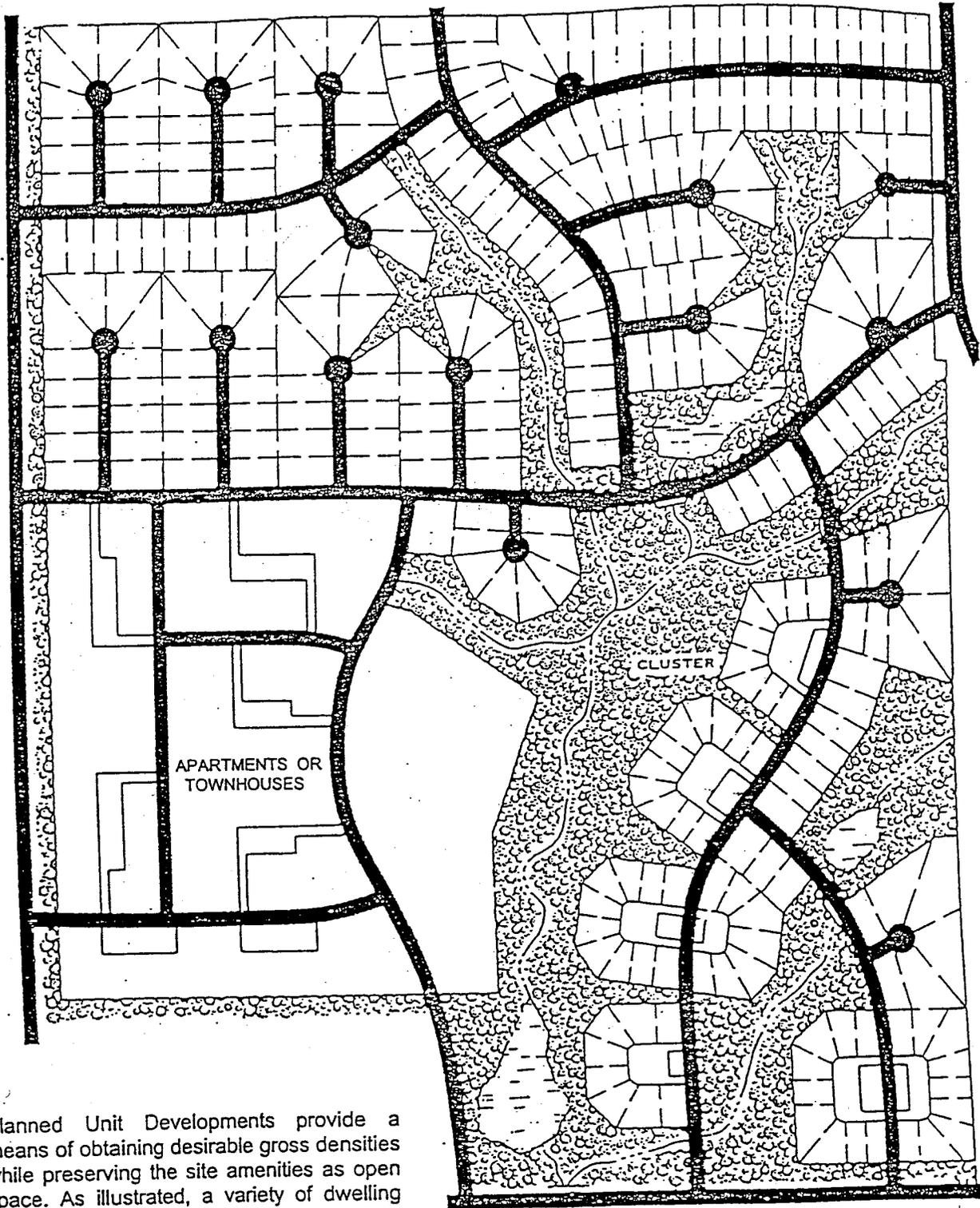
FIGURE 5. PRELIMINARY PLAT

CREEKWOOD SUBDIVISION



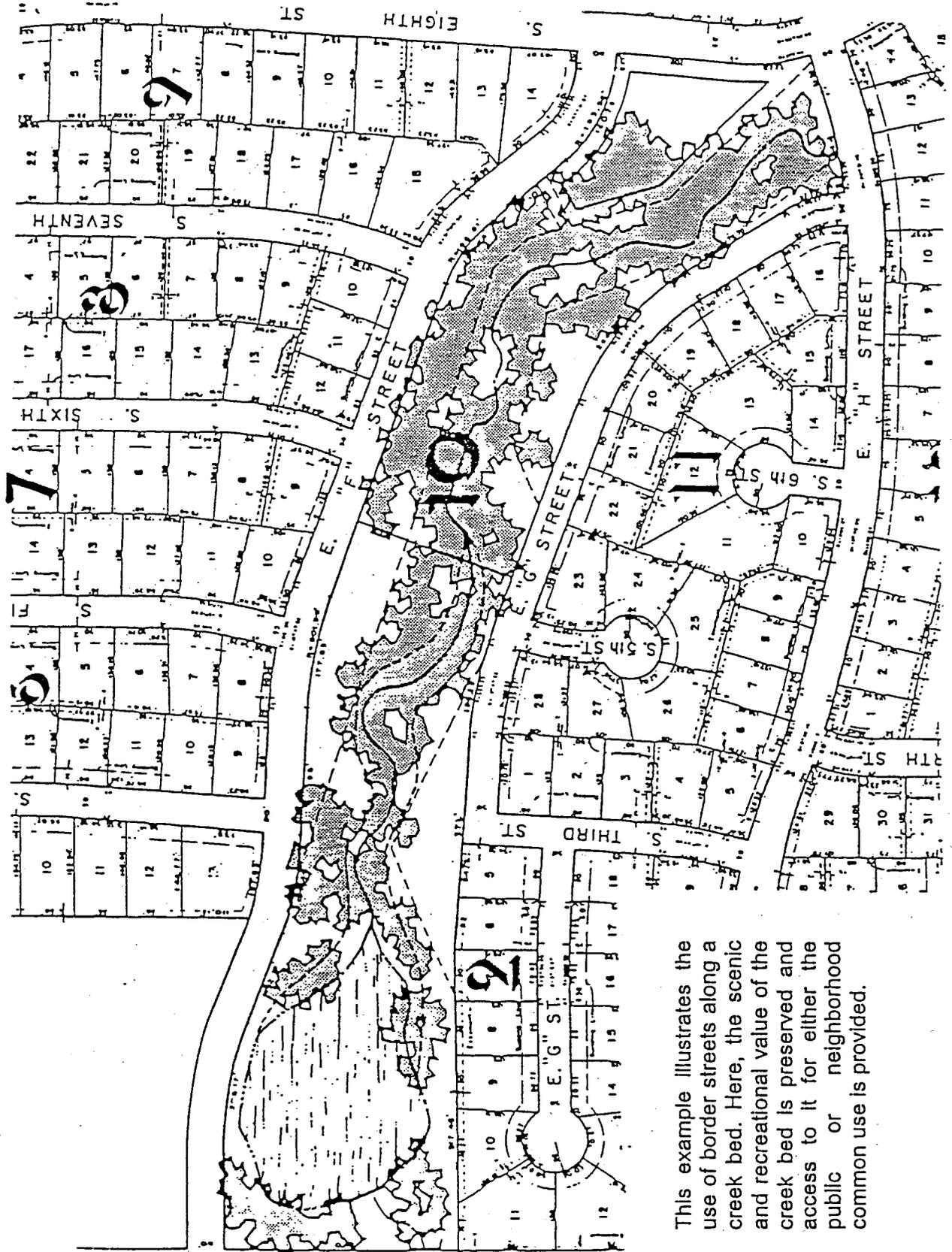
A final plat is a map or chart of a land subdivision prepared in accordance with these Subdivision Regulations in a form suitable for filing in the office of the County Clerk, including necessary affidavits, dedications, and acceptances, and containing a complete engineering description including references to field markers sufficient to locate on the ground all streets, alleys, blocks, lots, and other elements of the subdivision.

FIGURE 6. FINAL PLAT



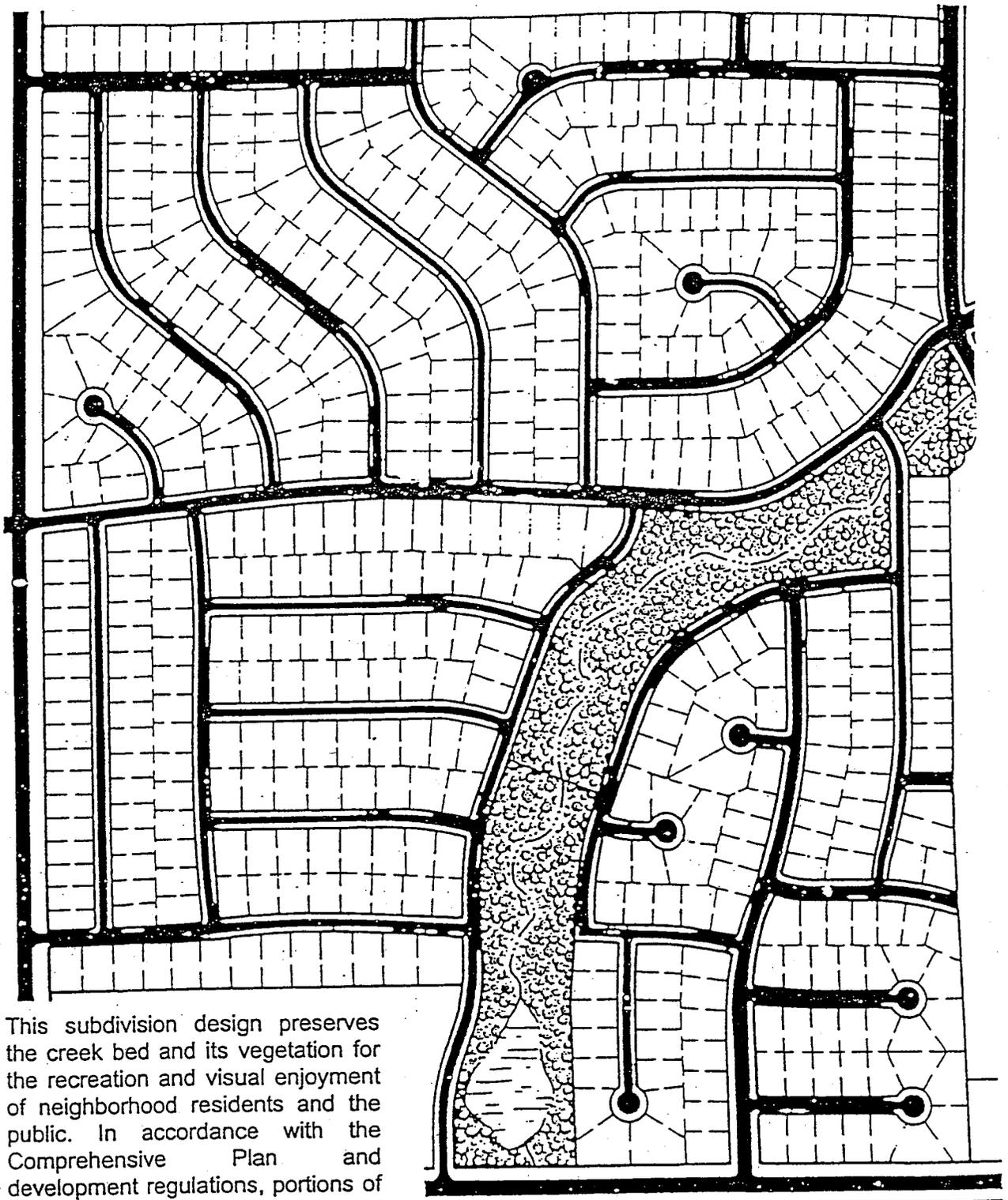
Planned Unit Developments provide a means of obtaining desirable gross densities while preserving the site amenities as open space. As illustrated, a variety of dwelling types and subdivision patterns may be employed to capitalize on the site features and broaden the market appeal.

FIGURE 7. PLANNED UNIT DEVELOPMENT



This example illustrates the use of border streets along a creek bed. Here, the scenic and recreational value of the creek bed is preserved and access to it for either the public or neighborhood common use is provided.

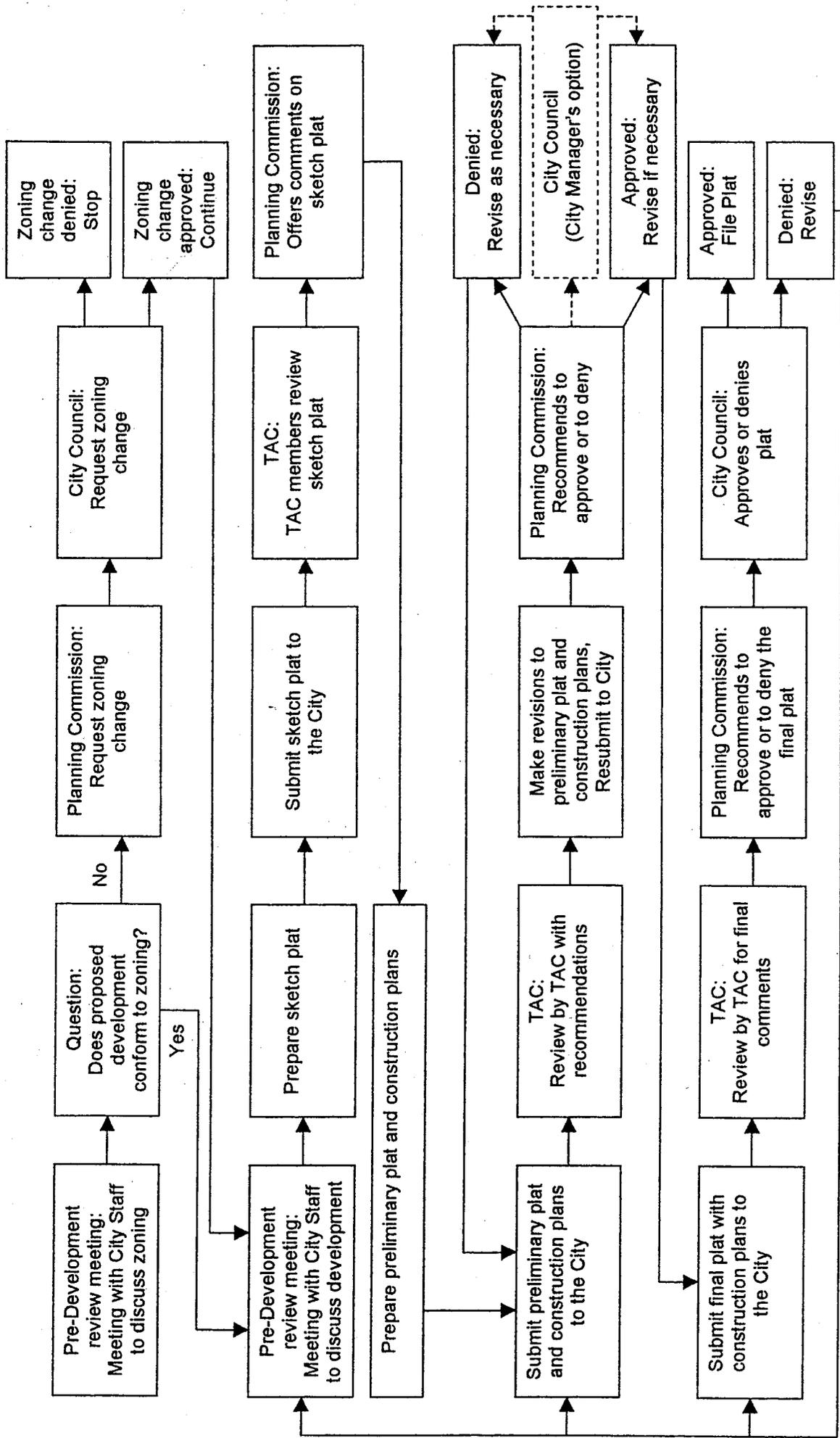
FIGURE 8. BORDER STREETS



This subdivision design preserves the creek bed and its vegetation for the recreation and visual enjoyment of neighborhood residents and the public. In accordance with the Comprehensive Plan and development regulations, portions of this natural area can be preserved as common area and open space for use by neighborhood residents or dedicated as public open space.

FIGURE 9. OPEN SPACE

FIGURE 10. DEVELOPMENT REVIEW AND PROCESSING
Claremore, Oklahoma



APPENDIX A**CITY OF CLAREMORE AND OKLAHOMA STATE DEPARTMENT OF ENVIRONMENTAL QUALITY REQUIREMENTS FOR SANITARY SEWER IMPROVEMENTS****1. GENERAL:**

Reference is made to Section 4.11 of these Regulations for the basic standards for subdivisions and Section 6, Lot-Splits. The information contained in this Appendix is included for guidance and reference. The Oklahoma State Department of Environmental Quality (DEQ) should be consulted for specific detailed information not contained herein.

2. SUBDIVISIONS:

As a condition of approval by the Planning Commission, all subdivisions shall provide the following information on the face of the subdivision plat within the restrictive covenants as follows:

- a. For those subdivisions within the incorporated area of the City of Claremore that plan to utilize individual on-site sewage disposal systems:

"Sewerage is intended to be disposed of by individual on-site systems, and shall be subject to the regulations of the Oklahoma State Department of Environmental Quality (DEQ). Each lot owner shall be responsible for obtaining the required permits and for the installation and maintenance of the system serving the lot. The lot area on which the system is placed shall be maintained free of paving, surfacing, swimming pools, lawn sprinkler systems, or any building or other structure which would interfere with the functioning of the system."

- b. For those subdivisions within the corporate limits of the City of Claremore, where an approved public sanitary sewer system is not reasonably accessible or procurable (greater than 500 feet away) and the subdivision will develop initially on individual systems:

"Within this subdivision, sewerage is initially intended to be disposed of by individual on-site disposal systems which are subject to regulation by the Oklahoma Department of Environmental Quality (DEQ).

The approval and release of the plat of this subdivision does not constitute a guaranty or warranty that each on-site system will function properly.

No on-site system shall be installed within any lot until the plans therefore have been submitted to the DEQ and the installation of the on-site system has been approved by the DEQ.

The plans of each system to be submitted to the DEQ shall include a sewer service line located and designed to permit effective connection to future public sanitary sewer extensions to the lot.

The on-site system and the sewer service line shall be installed and maintained in accordance with the approved plans.

Subsequent to installation of the system, no drive, paving, swimming pool, lawn sprinkler system, or building shall be constructed over the area of the lot containing the on-site sewerage system.

In the event the City of Claremore shall extend the collection lines of a public sanitary sewer system to the subdivision, each lot owner, whether or not the on-site system is functioning properly, and upon written notice from the City of Claremore shall as provided in Section 4.11 and as otherwise required by City ordinance and at the owner's expense, disconnect from the on-site system and connect the building sewer line to the public sanitary sewer system, all in accordance with the ordinances, plumbing code, and duly adopted regulations of the City of Claremore, Oklahoma, and pay all fees related to said connection."

APPENDIX B**STANDARD LOCATION OF UNDERGROUND
UTILITY LINES AND COLOR CODE**

The following information and standards are incorporated into this Appendix as guidelines under Section 4.7 of these Regulations. Specific easement widths are to be coordinated with the Subsurface Committee during the platting process, using these standard locations as applicable.

UTILITY COLOR CODES

Communication lines or cables,
including but not limited to
telephone, telegraph, fire signals,
cable television, civil defense,
data systems, electronic controls and
other instrumentation.

Orange

Gas, oil, petroleum products, steam,
compressed air, compressed gases and all
other hazardous liquid or gaseous
materials except water.

Yellow

Water.

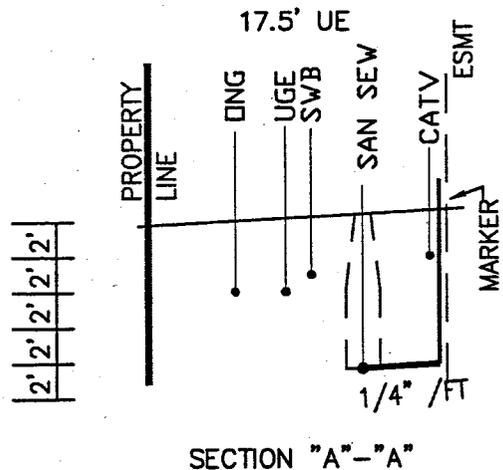
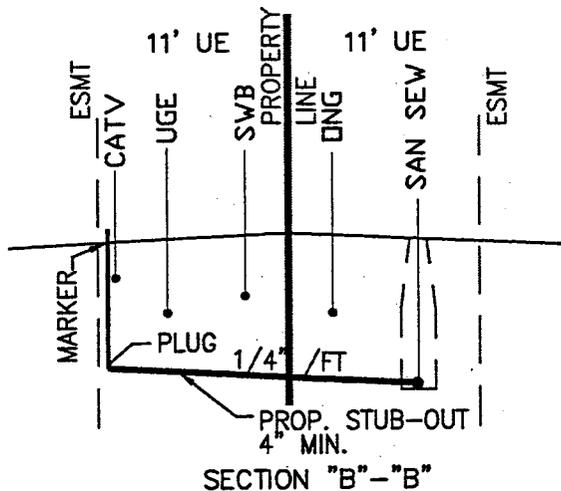
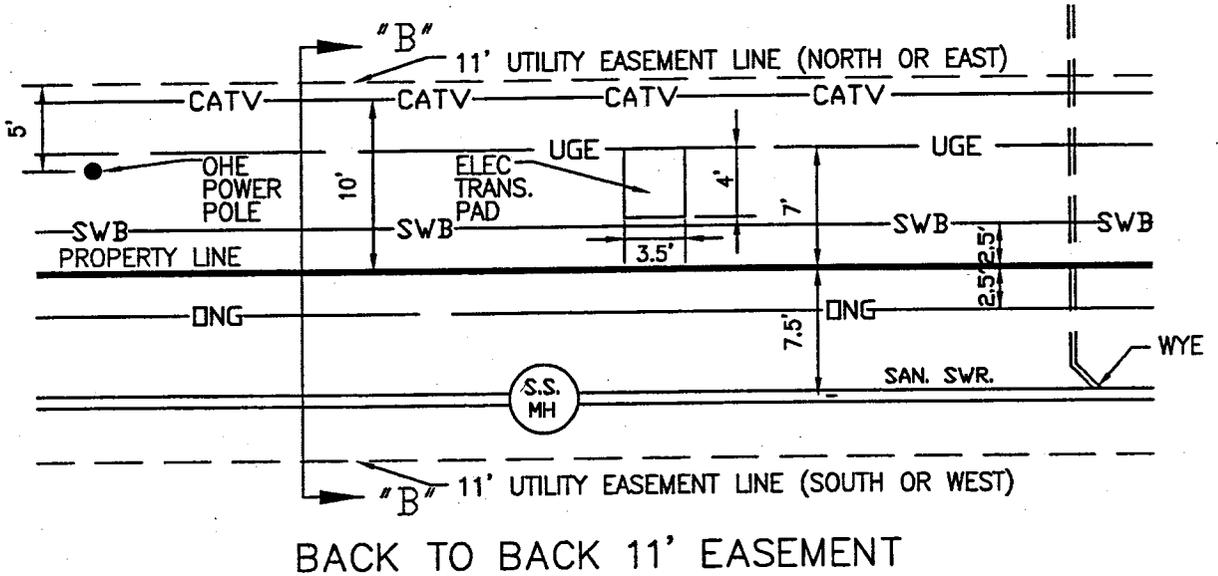
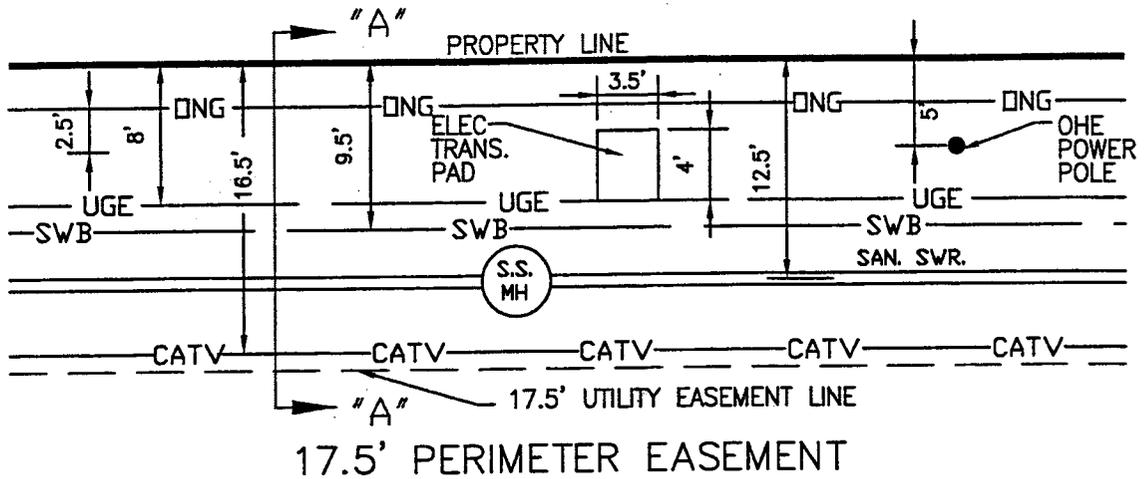
Blue

Storm and sanitary sewers including force
mains and other non-hazardous materials.

Green

Electric power lines or conduits.

Red



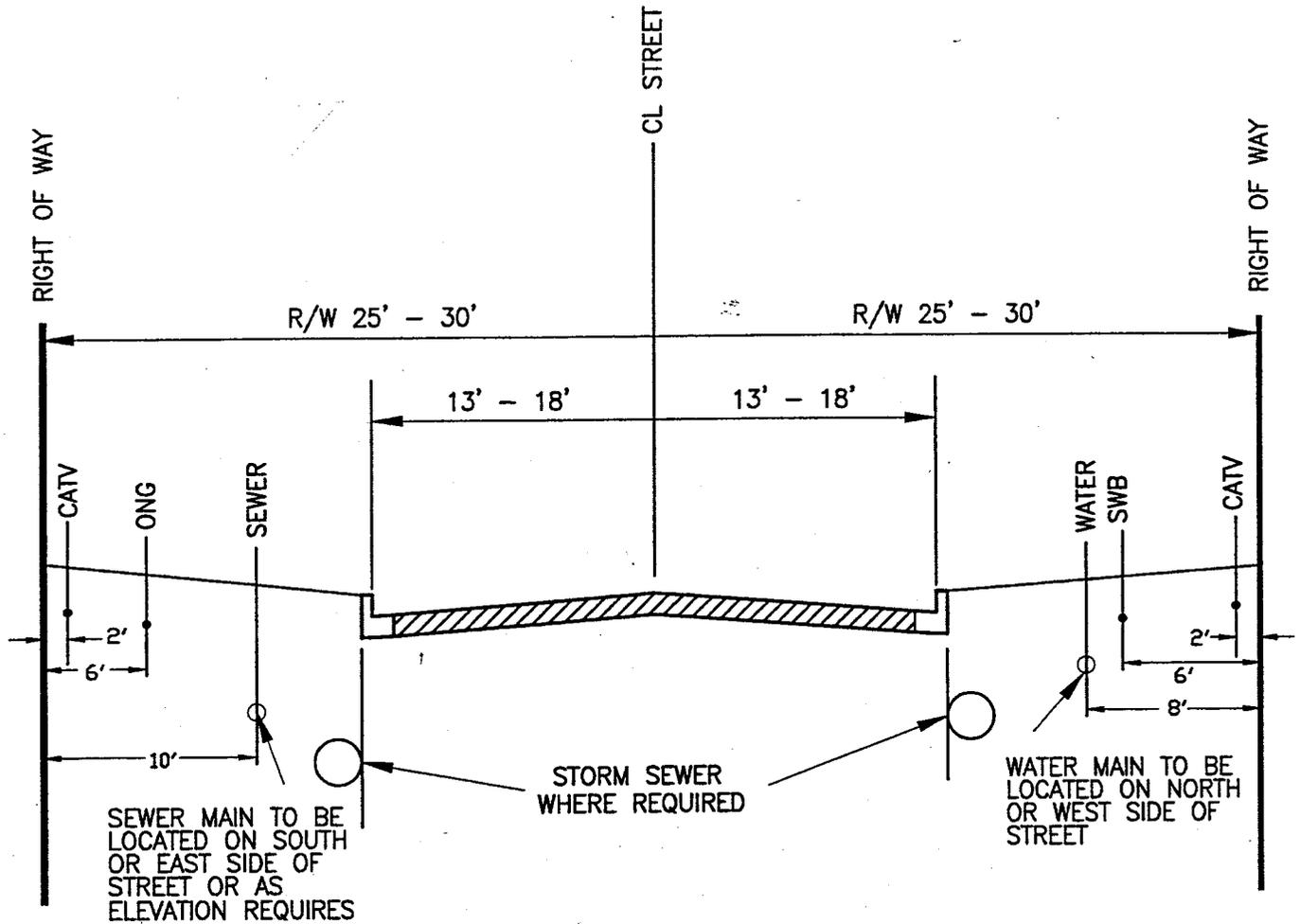
SOURCE: STANDARD SPECIFICATIONS FOR CONSTRUCTION CITY OF CLAREMORE, OKLAHOMA AND THE CLAREMORE MUNICIPAL AUTHORITY SEPTEMBER 20, 2001

APPENDIX B: STANDARD LOCATION OF UNDERGROUND UTILITIES FOR RESIDENTIAL STREETS PAGE B-2.

Adopted Date: 2/18/02

Revision #

ENGINEER APPROVAL HDH



SEWER MAIN TO BE LOCATED ON SOUTH OR EAST SIDE OF STREET OR AS ELEVATION REQUIRES

STORM SEWER WHERE REQUIRED

WATER MAIN TO BE LOCATED ON NORTH OR WEST SIDE OF STREET

INTERIOR STREETS

SOURCE: STANDARD SPECIFICATIONS FOR CONSTRUCTION CITY OF CLAREMORE, OKLAHOMA AND THE CLAREMORE MUNICIPAL AUTHORITY SEPTEMBER 20, 2001

APPENDIX B: STANDARD LOCATION OF UNDERGROUND UTILITIES FOR RESIDENTIAL STREETS PAGE B-3.

Adopted Date: 2/18/02
Revision #

ENGINEER APPROVAL HDH

APPENDIX C
AGREEMENT GUARANTEEING INSTALLATION OF IMPROVEMENTS

WHEREAS, application has been made to the City of Claremore-Rogers County Metropolitan Area Planning Commission, regarding the City of Claremore, by the undersigned for approval of the _____ subdivision pursuant to 19 O.S., Section 866, and the duly adopted Subdivision Regulations; and

WHEREAS, the undersigned owns fee simple title in and to all of said real property comprising said subdivision; and

WHEREAS, the approval of said subdivision by the Planning Commission is given upon the condition that certain improvements will be constructed and installed by the undersigned in accordance with plans approved by the City for said improvements within two (2) years from date of final approval of said plat by the Planning Commission.

NOW, THEREFORE, the undersigned in consideration of said approval by the Planning Commission covenants and agrees to construct and install said improvements in accordance with said officially approved plans, and further covenants and agrees that said facilities will be completed within two (2) years from date of final approval of said subdivision plat by the Planning Commission.

This agreement shall be enforceable by the City of Claremore, Oklahoma.

This covenant and agreement shall be binding upon the undersigned and his, its or their heirs, successors and assigns. When said improvements have been completed, written acknowledgment of such fact by the City Engineer shall be filed of record with the Rogers County Clerk.

Dated this _____ day of _____, 20____.

OWNER

(Corporate Seal)
ATTEST:

by _____
(if corporation, state whether president or vice-president)

Corporate Secretary

STATE OF _____
COUNTY OF _____

Before me, the undersigned, a Notary Public in and for said County and State, on this ____ day of _____, 20____, personally appeared to me known to be the identical person____ who executed the foregoing instrument and acknowledged to me that _____ executed the same as free and voluntary act and deed for the purposes therein set forth.

GIVEN under my hand and seal the day and year last above written.

My Commission Expires: _____

Notary Public

STATE OF _____
COUNTY OF _____

Before me, the undersigned, a Notary Public in and for said County and State, on this ____ day of _____, 20____, personally appeared _____, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____ and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

GIVEN under my hand and seal the day and year last above written.

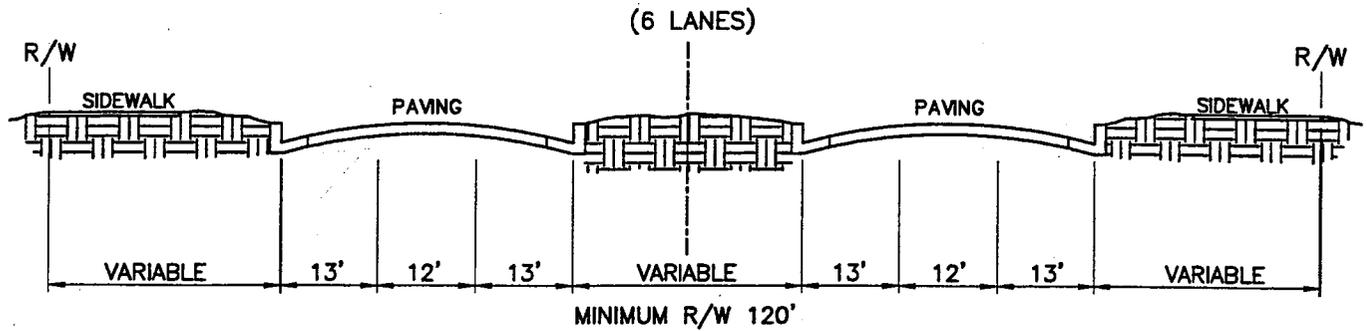
My Commission Expires: _____

Notary Public

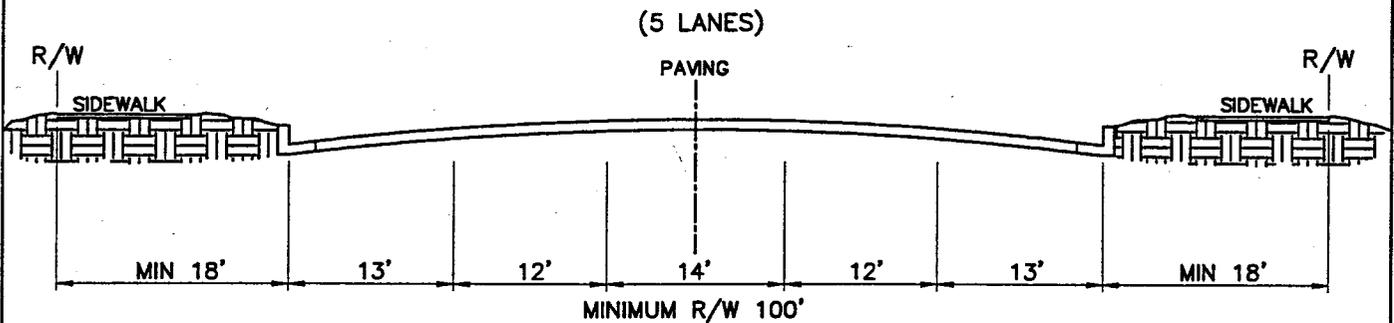
APPENDIX D

**MAJOR STREET PLAN: TRAFFIC RIGHT-OF-WAY
AND PAVING SECTIONS**

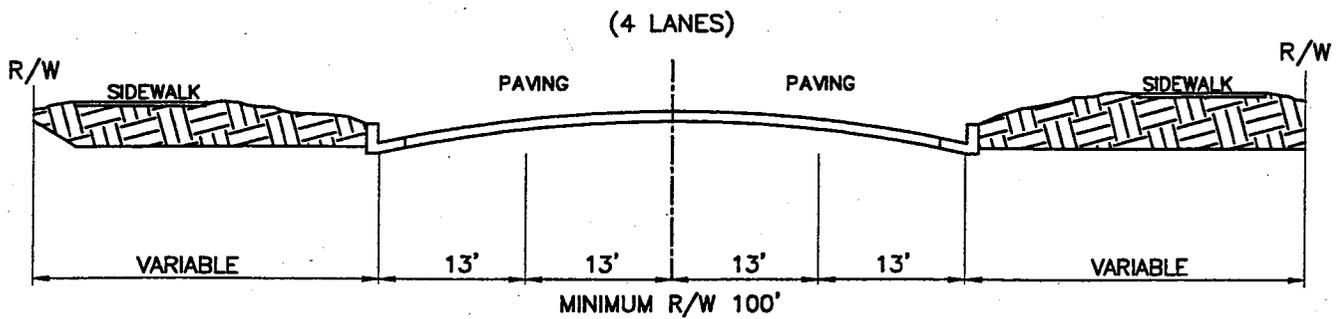
**SEE THE PAGES THAT FOLLOW AND THE "CITY OF CLAREMORE, OKLAHOMA
ENGINEERING DESIGN CRITERIA" AND THE "CITY OF CLAREMORE,
OKLAHOMA STANDARD SPECIFICATIONS FOR CONSTRUCTION"
FOR ADDITIONAL INFORMATION**



PRIMARY ARTERIAL / MAJOR ARTERIAL
MINIMUM PAVING AND MATERIAL SPECIFICATIONS FOR CONSTRUCTION
SHALL BE DETERMINED BY SITE SPECIFIC GEOTECHNICAL REPORT



SECONDARY ARTERIAL (ALTERNATE) / MINOR ARTERIAL (ALTERNATE)



SECONDARY ARTERIAL / MINOR ARTERIAL

MINIMUM PAVING AND MATERIAL SPECIFICATIONS FOR CONSTRUCTION
SHALL BE DETERMINED BY SITE SPECIFIC GEOTECHNICAL REPORT.

APPENDIX D: MAJOR STREET PLAN - TRAFFIC
RIGHT-OF-WAY AND PAVING SECTIONS, PAGE D-2
SOURCE: STANDARD SPECIFICATIONS FOR CONSTRUCTION CITY OF CLAREMORE, OK

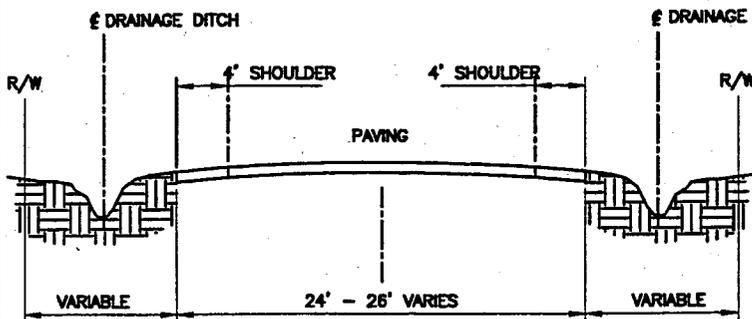
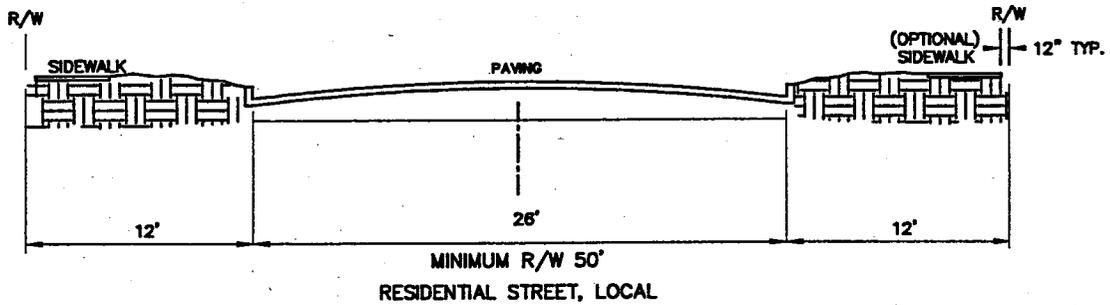
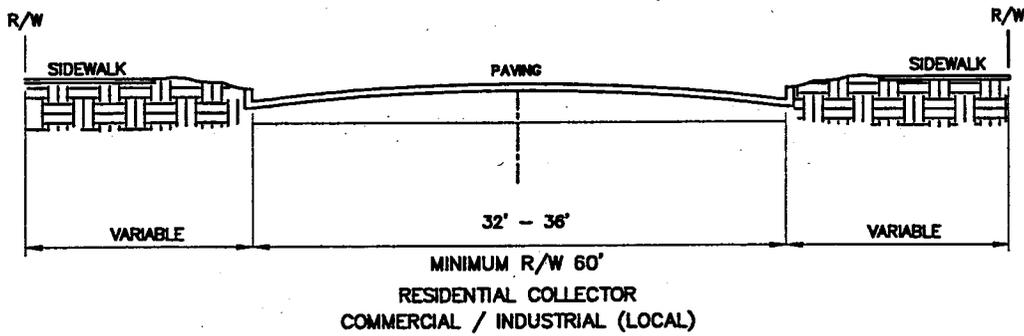
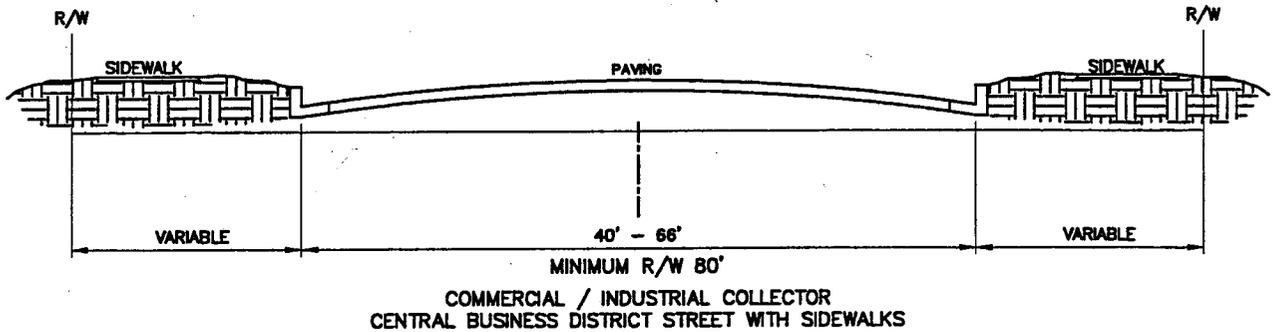
Adopted Date: 2/18/02

Revision #

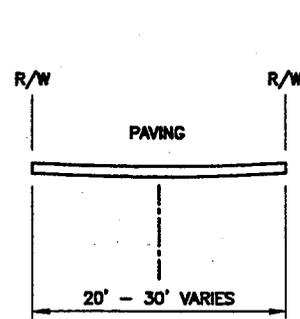
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CITY OF CLAREMORE
 TRAFICWAY RIGHT-OF-WAY STANDARDS

FIGURE RW 02



RS-25CL, RS-40CL, RS-60CL 24ft MIN PVMT / 50' R/W
 (COUNTRY LIVING DEVELOPMENT)
 RS-25, RS-40, RS-60 26ft MIN PVMT / 60' R/W



MINIMUM R/W 20' RESIDENTIAL - PVMT WIDTH 20'
 MINIMUM R/W 30' COMMERCIAL / INDUSTRIAL - PVMT WIDTH 30'

APPENDIX D: MAJOR STREET PLAN - TRAFFIC
 RIGHT-OF-WAY AND PAVING SECTIONS, PAGE D-3
 SOURCE: STANDARD SPECIFICATIONS FOR CONSTRUCTION
 CITY OF CLAREMORE, OKLAHOMA

Adopted Date: 2/18/02
 Revision #

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APPENDIX E REQUIREMENTS FOR TRAFFIC CHANNELIZATION AND TURN BAYS ON ARTERIAL STREETS

