



MEMORANDUM

DATE: March 6, 2017

TO: Stillwater City Council

FROM: Tom Coots, Planner I

SUBJECT: Closing of a portion of a utility easement located on property addressed as 1201 W 6th Ave, Stillwater Medical Center

Staff received a request from Stillwater Medical Center to close a portion of a utility easement located at 1201 W 6th Ave in order to allow for construction of a screening wall. The wall screens the view of 6th Ave so patients at the Cancer Center would have a view of a meditation garden between the building and the wall. There are no public utilities within the portion of the easement requested to be closed. The Cancer Center addition is under construction and the wall would be built at the end of the project.

Per Stillwater City Code Section 23-60, the City Council must set a date for the consideration of a closing request. The fixed date must be a minimum of 30-days in advance in order for the proper notification to be met. The first regularly scheduled Council meeting following the 30-day period is April 17, 2017.

It is recommended that the Council set April 17, 2017 as the public hearing date for the requested closing. If approved, a public hearing will be placed on the Council's agenda and a draft ordinance will be prepared for the requested closing.