The City of Stillwater OKLAHOMA

STILL PIONEERING

MEMORANDUM

DATE: 11/7/2016
TO: Stillwater City Council
FROM: Patty Evans, Planner II
SUBJECT: Closing a portion of a utility easement at 1711 W. Liberty

Staff received a request to close the west 2.5 feet of a 20-foot wide utility easement at 1711 W. Liberty. The existing residence extends into the easement 0.4 feet with a 2 foot overhang of the eave. An electric line runs within the easement.

Per 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 required notice is December 12, 2016.

It is recommended that the Council set December 12, 2016 as the public hearing date for the requested closing. If approved, a public hearing will be placed on the Council agenda and a draft ordinance will be prepared for the requested closing.