



REPORT TO:
STILLWATER PLANNING COMMISSION No. PZ-16-2099
ISSUED BY THE DEVELOPMENT SERVICES DEPARTMENT - STILLWATER, OKLAHOMA

Date of Meeting: July 5, 2016

Subject: Specific Use Permit: 506, 510, 514, and 524 S Lincoln Street

Purpose of Report: The applicant requests review and approval of a Specific Use Permit to allow the construction of a parking lot at properties addressed as 506, 510, 514, and 524 S Lincoln Street. The parking lot is to serve the OSU Foundation across the street, which is planned to be expanded. The parking lot would have parking for 58 vehicles.

Background: The subject properties were recently rezoned from the RTM, Residential Two-family and Multi-family district to the O, Office district.

Demolition permits have been issued for the existing houses, which are currently being demolished or moved from the subject property.

Application Processing Information:

Applicant – Donna Koeppel, OSU Foundation Real Estate
Owner – OSU Foundation Real Estate, LLC; and Harold Sare, Sare Properties and Investments, LLC
Notice – Property owners within 300’ and notice in the NewsPress
Assigned Planner – Tom Coots, Planner 1

Processing Track:

Submittal Date – June 16, 2016
Planning Commission – July 5, 2016
City Council - July 18, 2016

Project/Site Design Data/Details:

Zoning – O, Office
Existing Use – Residential
Proposed Use – Parking Lot
Lot – Four lots, total 0.62 acres
Buildings – Four existing houses to be removed
Parking – 58 spaces proposed
Landscaping – Landscaping is proposed with screening.

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: The properties have frontage on 6th Ave, a major arterial, and Lincoln Street, a local street. The driveway access is proposed on Lincoln Street.
- Transit Facilities/Bike Lanes or Trails/Sidewalks: Sidewalks will be installed with the development.
- Water Service: City water service is available.

- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available.
- Engineering/Drainage: The drainage study has been submitted and is under review. The study must be accepted prior to City Council approval.

Applicable City Plans/Policies:

The C³ Plan: High-Density residential and Commercial (Page 10-8)

Discussion: The use of the property as a parking lot can be appropriate adjacent to the existing residential uses with proper screening and landscape buffering. The proposed plan shows evergreen trees to serve as the visual barrier between the parking lot and the adjacent residential uses.

Findings:

1. The use of the property as a parking lot is permitted with the approval of a Specific Use Permit.
2. The parking lot is needed to accommodate the parking needs of the OSU Foundation expansion.
3. The proposed landscaping and lighting appears to meet the minimum requirements for a commercial use adjacent to a residential use.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed Specific Use Permit as presented.
2. Accept findings and recommend that the City Council approve the proposed Specific Use Permit with any identified conditions.
3. Find that the Specific Use Permit is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the Specific Use Permit.
4. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Prepared by: Tom Coots, Planner I
Reviewed by: Paula J. Dennison, Development Services
Date of Preparation: June 29, 2016
Attachments: Area Map, Site Plan, Landscape Plan
Map Designation: NW