



REPORT TO:
STILLWATER PLANNING COMMISSION No. PZ-16-2075

ISSUED BY THE DEVELOPMENT SERVICES DEPARTMENT - STILLWATER, OKLAHOMA

Date of Meeting: May 17, 2016

Subject: Specific Use Permit, 511 and 511 ½ S Lewis Street

Purpose of Report: The applicant requests review and approval of a Specific Use Permit to allow a conventional single-family use on property zoned CB, Commercial Business and within the BID, Business Improvement Overlay District at property addressed as 511 and 511 ½ S Lewis Street.

Background: The subject property currently has a single-family house and an abandoned duplex structure. The applicant seeks to remodel the duplex to convert it into a single-family house. The CB zoning district and BID overlay do not allow single-family uses, however, the BID does allow for the approval of a Specific Use Permit for any activity not permitted by-right. Section 23.272

Application Processing Information:

Applicant/Owner - Joshua Carpenter
Notice – Property owners within 300’ and notice in the NewsPress
Assigned Planner – Tom Coots, Planner 1

Processing Track:

Submittal Date – March 31, 2016
Planning Commission – May 17, 2016
City Council - June 6, 2016

Project/Site Design Data/Details:

Zoning – CB, Commercial Business (Section 23.152) and BID, Business Improvement Overlay District (Section 23.271)
Existing Use – Residential
Proposed Use – Residential
Lot – 5,250 sq. ft.
Buildings – One single-family house and one abandoned duplex structure
Parking – Three spaces proposed for the second single-family house

Adequate Public Facilities Findings/Improvements:

- Streets/Traffic: Lewis Street, a local street
- Transit Facilities/Bike Lanes or Trails/Sidewalks: A sidewalk is located adjacent to the property.
- Water Service: City water service is available.
- Sanitary Sewer Service: City sewer service is available.
- Electric: City electric service is available.
- Engineering/Drainage: Not applicable for an existing structure.

Applicable City Plans/Policies:

The C³ Plan: Commercial (Page 10-8)

Discussion: The applicant seeks to renovate and convert an existing abandoned duplex on the subject property into a single-family house. The renovation of the dilapidated structure will be an improvement to the property and neighborhood. The structure has been abandoned for more than one year, so it lost the legal non-conforming “grandfathered” status, therefore it may not be used for residential purposes without approval of the SUP. The use of the structure for commercial purposes may be inappropriate at this time because a single-family house is located on the property and fronts Lewis Street. The subject structure is located in the rear of the lot adjacent to an alley.

Findings:

1. A Specific Use Permit is required to permit the conversion of the abandoned duplex structure into a single-family house in the BID, Business Improvement District.
2. A single-family house is located on the property in front of the duplex structure.
3. The duplex has been abandoned for more than one year. The legal non-conforming “grandfathered” status is no longer valid.
4. Restoration and re-use of the abandoned structure will be an improvement to the property and neighborhood.

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 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:	May 11, 2016
Attachments:	Area Map, Site Plan
Map Designation:	SE