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ENGINEERING • PLANNING • LAND SERVICES

February 16, 2021

Lanc Gross, AICP, Development Review Manager  
Community Services Department  
City of Stillwater  
723 South Lewis Street  
Stillwater, Oklahoma 74074

**RE: Warrant Letter Request  
St. John Catholic Student Center**

Dear Mr. Gross,

This letter is intended as our Warrant/Variance Request for the proposed St. John Catholic Student Center to be constructed at 201 N. Knoblock. The project will consist of one (1) building with fifty-five (58) on-site parking spaces and sidewalks on 1.71 acres. A site plan for the project is included with this request.

The current layout is requiring the following exceptions to the T5 Form Base Code. The request assumes that the front yards of the project are to the south and west while the east and north property lines are the side yards of the project.

From Chapter 23, Appendix I, Form Base Codes, Table 3. Design Standards

Building Design

- Setbacks – Front: 5-feet minimum / 15-feet maximum; Side: 0-feet; Rear: 20-feet
  - For this site, the primary (front) frontage will be Knoblock as that is the street address for the building. Based on the desired orientation of the building, parking, and yard areas, along with the site having three (3) frontages on Knoblock, Miller, and West; the Knoblock frontage has the surface parking and therefore the maximum building setback is not able to be met. There are also utilities on-site, primarily a sanitary sewer main that runs north south, that dictates the building being placed on the east half of the developable lot.



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Page 2

## Design Elements

- Surface Parking – Surface lots are not allowed to abut or face the primary frontage. On secondary street frontages for corner lots, surface parking lots must have landscaping and low decorative fencing to screen the surface parking lot from the right-of-way.
  - *The main parking lot is located on the west side of the project with the frontage on both Knoblock and Miller. The parking and building must be oriented this way to accommodate a public sanitary sewer line that bisects the site from north to south.*

Should you have any questions please feel free to contact me at 405.743.4907

Sincerely,

Gose & Associates (CA #1604)

Stephen C. Gose, P.E.  
Project Manager