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December 12, 2017

Paula Dennison, AICP, Development Services Director  
Development Services Department  
City of Stillwater  
723 South Lewis Street  
Stillwater, Oklahoma 74074

**RE: Planned Unit Development – Statement of Intent  
1220 West 12<sup>th</sup> Avenue**

Dear Ms. Dennison,

Our Client, E & M Stillwater, LLC is proposing a Planned Unit Development for a tract of land located at 1220 West 12<sup>th</sup> Avenue. The proposed name of the PUD is “1220 West 12<sup>th</sup> Avenue”. E & M Stillwater, LLC has a mailing address of 1123 Westwood Drive, Stillwater, Oklahoma 74074. Mike Ebert is a Managing Member of E & M Stillwater, LLC and can be contacted at 405.742.7920.

The general concept for the development is to construct an office/retail development on the entirety of the property. The project will front on 12<sup>th</sup> Avenue with its main point of access to 12<sup>th</sup> Avenue and a secondary, 20-foot wide drive to 11<sup>th</sup> Avenue, primarily for fire protection purposes. The intention of the developer is to develop each portion in general conformance with the Office (O) zoning district with the exception that a pharmacy use be allowed in the southwest portion of the Office tract which will require a Commercial Shopping (CS) zoning designation.

The PUD is being proposed to supplement the Map Amendment request and allow the community to understand the property owners intended development plan. It is also desired that a pharmacy be allowed on a portion of the project and such a use is only allowed in a higher intensity zoning district, which other uses would not be appropriate at this scale of development. The proposed pharmacy is to be approximately 3,000 square feet and have a pick-up window for customers who have called ahead for pick-up.

The current zoning of the property is RSS – Small Lot Single-Family Residential District, which allows for the development of conventional single family or residential design manufactured homes on a minimum lot size of 5,000 square feet. The site is abutted to the south by a minor arterial roadway, the west by a multi-family development zoned RSS-PUD, to the north by 11<sup>th</sup> Avenue and a nursing home zoned RMU, and to the east by single-family homes zoned RSS.

It is our belief that the proposed development complies with the intent of the Low-Density land use category designated for this parcel on the 2030 Land Use Map within the C<sup>3</sup> Plan. The description for the Low-Density category includes neighborhood scale commercial.



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The frontage on 12<sup>th</sup> Avenue is not suited for single-family development as the road is a 4-lane Minor Arterial, which is not typically used for primary access to single-family homes. The intent of the office/retail portion is to provide a transition from 12<sup>th</sup> Avenue into the surrounding neighborhood and to provide low traffic businesses that can serve the neighborhood.

The plan is to have a minimum of six (6) buildings oriented in a north-south axis with their front doors facing the center drive. The entire tract will have cross-parking and common maintenance agreements in place. The common maintenance agreement will be prepared in general conformance with the the Berry Creek Office Park.


The project finish will be single story masonry clad structures with composite shingle roofs. All buildings will have a maximum 8/12 roof pitch. The quality of construction is anticipated to be in line with the office buildings on the south side of 12<sup>th</sup> Avenue between Walnut and Blakely. Typical hours of operation will be consistent with similar uses with the expectation of no earlier than 7:00 am or later than 6:00 pm. Screening will be provided to the properties to the west and east by a minimum 6-foot tall wood fence. Landscaping will be provided within each portion that will comply with the City requirements.

The development is expected to start with the front two buildings in the Winter/Spring of 2018 with the buildings north of that developing in groups of 1 or 2 as demand for space is requested. The tracts are anticipated to be phased in numerical order, with Tract 1 starting immediately after approval of this PUD.

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