



DATE: October 3, 2019

TO: Kathryn Walker, Interim City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Interim Director of Planning and Community Development

FROM: Brenda Hall, City Clerk

BA

SUBJECT: Request for Consent to Encroachment No. 1920-4

I am in receipt of an encroachment request for permission to encroach on a utility easements located in Lot 10, Block 5, Sutton Place #2 Addition, a/k/a 208 Wilderness Drive, for construction of sidewalks on both sides of the residence. The application fee has been paid. Approval letters from Oklahoma Gas and Electric (OG&E) Company and Oklahoma Natural Gas (ONG) are attached. After the information has been received from the Planning Department, Public Works Department, and Utilities Department and a determination has been made on whether to recommend approval or denial, please forward your recommendation and Consent to Encroachment Form, if needed, to my office in order that it may be scheduled as an agenda item.

This item will be scheduled as an agenda item on November 12, 2019, and the information must be received in my office by November 4, 2019. If there is a problem in meeting that timeframe, please advise.

smr
attachments

office memorandum