



DATE: September 19, 2012

TO: Jeff Bryant, City Attorney
Jane Hudson, Current Planning Manager
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities

FROM: Brenda Hall, City Clerk *BH*

SUBJECT: Request to Close Alley Easement

I am in receipt of a request to close a utility easement/right-of-way in the portion of the 20 foot alley easement located between Lots 9, 10, 11, and 12, and Lots 29, 30, 31, and 32, Block 5, Franklin Addition. Franklin Baptist Church is the owner of all of the land on both sides of the easement. The application fee has been paid.

In accordance with Resolution No. R-8182-66, I am forwarding the request; location map; radius map; and certified ownership list to your office and requesting that your office send notice to the furnished list of property owners and have the necessary ordinance prepared. If further action is needed from my office, please notify me.

BH:smr
attachments

office memorandum