



office memorandum

TO: Honorable Mayor and Councilmembers

FROM: Jane Hudson, Director of Planning & Community Development

DATE: October 6, 2020

SUBJECT: Amended Consent to Encroach – No. 1920-5
Lot 11, Block 1, Brookhaven No. 25 Addition
3701 Hidden Hill Road

The original request for consent was to allow an addition to the existing house; however, it did not include the needed request for a proposed driveway to access the ground floor garage in the addition.

This memo is to serve as notice that the Planning Department does not oppose the request for the driveway.

History – Original Request:

The lot located at the subject address has a platted 22' Utility Easement across the west side of the lot. The owner is requesting consent to encroach into this platted easement with an addition to the existing house. The existing house was built in 1993.

The addition will extend 20' into the platted 22' Utility Easement. With the addition to the existing house, the 40% coverage requirement will still be met. Staff calculated the approximate coverage of the lot to be 20% when the addition is complete.

The site plan will be reviewed with the submittal of a building permit application for verification of building setbacks.

Planning and Community Development Staff does not oppose the encroachment of this addition to the existing house.

Cc: Beth Muckala, Assistant City Attorney
Ellen Usry, Deputy City Clerk
Brenda Hall, City Clerk