



DATE: April 8, 2013

TO: Rone Tromble, Administrative Technician IV
Jeff Bryant, City Attorney
Ken Komiske, Director of Utilities
Ken Danner, Subdivision Manager
Jane Hudson, Principal Planner

FROM: Brenda Hall, City Clerk

SUBJECT: Application to Close Easement/Right-of-Way in Franklin Addition

I am in receipt of a request on behalf of Shari Vaughn, by Mr. R. Blaine Nice, Attorney-Agent to close a portion of the 70 foot right-of-way located in Lots 12, 13, 14, 15, 16, and 17 to the East Boundary Line in Block 4 of Franklin Addition.

The application fee has been paid and the applicant has asked that this request be placed on the next available Planning Commission agenda scheduled May 9, 2013.

In accordance with Resolution No. R-8182-66, I am forwarding the letter of request; certified copies of the ownership list, and a 300 feet radius map of the subject property 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:kjc
attachments

office memorandum