



DATE: March 8, 2013

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

FROM: Brenda Hall, City Clerk

*BH*

SUBJECT: Request for Consent to Encroachment No. 1213-9

I am in receipt of an encroachment request for permission to encroach on a utility easement located on the northeast corner of property located at Norman Regional Hospital Healthplex, 3500 West Healthplex Parkway, for a sign that has already been erected. According to the Precision Builders, they did not realize a Consent to Encroachment was needed until after the sign was constructed. I am forwarding the letter of request; survey; site plan, sign dimensions; and letters from ONG, OG&E, and Cox Communications. The application fee has been paid. 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.

Precision Builders would like this item to be scheduled on the agenda on March 26, 2013, and states that Mr. Jim Speck Capital Projects Engineer, and Mr. Ken Danner, Subdivision Manager, have indicated there will be no problem meeting that timeframe. The information must be received in my office by March 11, 2013. If there is a problem in meeting that timeframe, please advise.

smr  
attachments

office memorandum