



DATE: March 15, 2018

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

A handwritten signature in blue ink, appearing to be "BH", is written over the name "Brenda Hall" in the "FROM:" field.

SUBJECT: Request to Vacate a Build Line

I am in receipt of a request to vacate a 50 foot build line to revise ~~re-plat~~ to a 20 foot build line for property located in Lot 8, Block 1, Tanglewoods Addition. 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