



DATE: May 15, 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: Consent to Encroachment No. 1112-10

An Encroachment Request was filed in my office today for permission to encroach on a utility easement located at 4132 Nicole Place to construct a garage. I am forwarding the letter of request, survey, and Release of Right-of-way Agreement. The application fee has been paid. Mr. Parrott originally filed the encroachment with Ken Danner, Subdivision Manager, who states that there is no utility in the easement, which contains a currently abandoned gas pipeline. 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.

This item will be scheduled as an agenda item on June 26, 2012, and the information must be received in my office by June 11, 2012. If there is a problem in meeting that timeframe, please advise.

smr  
attachments

office memorandum