



office memorandum

DATE: March 10, 2014
TO: Honorable Mayor and Councilmembers
FROM: Jane Hudson, Principal Planner
SUBJECT: Consent to Encroach No. 1314-5
Lot 2, Block 15 Highland Village Addition Section 4

BACKGROUND The applicant removed a deteriorated brick fence located on his lot and then poured a concrete drive expansion in its place. The applicant installed the additional concrete adjacent to their existing drive, intending to create access to the rear yard.

DISCUSSION When the applicants purchased this home there was an existing concrete slab in the rear/side yard. There was a dilapidated brick fence that ran along the north side of the lot. The applicant removed the dilapidated fence and brick columns, pouring concrete strip in its place to create additional access to the already paved area in the rear yard. The applicant poured the concrete over an existing easement, not realizing the easement was in place.

RECOMMENDATION The applicant was notified of the discrepancy and is moving forward to clear all encroachments and permitting requirements for paving. Planning Staff does not oppose the request.

Reviewed by: Susan Connors, AICP *SFC*
Director of Planning and Community Development

cc: Brenda Hall, City Clerk