



DATE: September 11, 2020

TO: Kathryn Walker, City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Director of Planning and Community Development

FROM: Brenda Hall, City Clerk *BH*

SUBJECT: Amended Request to Consent to Encroachment No. 1920-5

I am in receipt of an amendment to Consent to Encroach No. 1920-5 encroachment for permission to encroach on a utility easement in Lot 11, Block 1, Brookhaven No. 25 Addition, a/k/a 3701 Hidden Hill Road, for an additional construction of a driveway. An encroachment request was filed on April 15, 2020, for the construction of an addition to the existing residence, which was approved on May 12, 2020. The applicant's original encroachment did not involve a site plan depicting the proposed driveway that contains a ground floor garage. I am forwarding the letter of request and site plan. 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 October 13, 2020, and the information must be received in my office by October 5, 2020. If there is a problem in meeting that timeframe, please advise.

smr
attachments

office memorandum

DATE: April 15, 2020

TO: Kathryn Walker, City Attorney
Rone Tromble, Administrative Technician IV
Ken Danner, Subdivision Manager
Ken Komiske, Director of Utilities
Jane Hudson, Director of Planning and Community Development

FROM: Brenda Hall, City Clerk



SUBJECT: Request for Consent to Encroachment No. 1920-5

I am in receipt of an encroachment request for permission to encroach on a utility easement located in Lot 11, Block 1, Brookhaven No. 25 Addition, a/k/a 3701 Hidden Hill Road, for the construction of an addition to the existing residence. Letters of consent from Oklahoma Natural Gas (ONG); Oklahoma Gas and Electric Company (OG&E); Cox Communication; Southwestern Bell Telephone Company/AT&T; Oklahoma Electric Cooperative (OEC); and Century Link are attached. 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.

This item will be scheduled as an agenda item on May 26, 2020, and the information must be received in my office by May 18, 2020. If there is a problem in meeting that timeframe, please advise.

smr
attachments



office memorandum