



# office memorandum

**TO:** Leah Messner, Assistant City Attorney  
**FROM:** Jane Hudson, Principal Planner  
**DATE:** February 28, 2017  
**SUBJECT:** Consent to Encroach – No. 1617-3  
Lot 1, Block 3, Brookhaven No. 40  
2109 Brookhaven Boulevard

Planning and Community Development Staff does not oppose the proposed drive encroaching into the 10' utility easement along the northern boundary of the property.

The request as submitted on the site plan does not violate any building setback or coverage requirements within the Zoning Ordinance.

Since there are no zoning violations associated with the consent to encroach request Planning Staff is not opposed to this request.

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

Cc: Brenda Hall, City Clerk