



# DEPARTMENT OF PUBLIC WORKS

Kurt Bradburn  
Mayor

Matthew Huish  
Chief Administrative Officer

Michael Gladbach, P.E.  
Director

## READY-FOR-PLANNING-COMMISSION MEMORANDUM

**Date:** June 4, 2018

**To:** Mitch Vance, Planner

**From:** Ryan C. Kump, P.E., City Engineer  
Britney Ward, P.E., City Transportation Engineer  
David J. Poulsen, Development Engineering Coordinator

**Project Name:** Windflower Townhomes Subdivision

**Plan Case Number:** SUB-05-18-005410

**Project Address:** 718 West 9400 South Street

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A review of the above-mentioned project has been made. Following is a list of comments from the Public Works Department:

1. THE PRELIMINARY SUBDIVISION PLAT AND OTHER DOCUMENTS SUBMITTED BY THE DEVELOPER ARE GENERALLY ADEQUATE at this stage of the project with regard to Public Works Department concerns. A number of items will be required prior to final approval, including items mentioned in the drawing redlines, the "Plan Case Comments," and the "City Engineer Requirements" letter, but these items are not required as part of this preliminary submittal.
2. THE PUBLIC WORKS DEPARTMENT RECOMMENDS THAT THE PLANNING COMMISSION DECLARE THAT PLANNING COMMISSION PRELIMINARY SUBDIVISION PLAT REVIEW IS COMPLETE, and that final project documents be prepared by the developer for review by city staff members.
3. PRIOR TO FINAL APPROVAL BY THE PUBLIC WORKS DEPARTMENT, the developer is required to complete all items mentioned in the drawing redlines, the "Plan Case Comments," and the "City Engineer Requirements" letter.