



## MEMORANDUM

DATE: 8/15/2016  
TO: Stillwater City Council  
FROM: Tom Coots, Planner I

SUBJECT: Closing of a portion of the alley adjacent to properties addressed as 423-511 S Stanley and 410-506 S Blakeley Streets

Staff received a request to close a portion of the alley between Stanley and Blakeley Streets. Per Stillwater City Code Section 27-8, the City Council must, by motion, fix a date for the consideration of a closing request. The fixed date must be a minimum of 30-days in advance in order for the proper notification to be met.

The first regularly scheduled Council meeting following the 30-day period is October 3, 2016. At the Council's direction, a public hearing will be set and a draft ordinance will be prepared for the requested ordinance.