



# *Memorandum*

**Date:** ♦ September 24, 2020

**To:** ♦ City Clerk

**From:** ♦ Rhonda Haas, Planning Dept.

**Re:** ♦ Administrative Approvals

**cc:** ♦ Geri Rorabaugh, Planning Dept.

This is a list of City administrative approvals by the Planning Director from September 15, 2020 through September 21, 2020:

**Administrative Amendment 20053** to Use Permit 132C, Willowbrook Shopping Center, approved by the Planning Director on September 15, 2020, to combine Lots 1, 2 and 3, Block 2 to create Lots 1 and 2, Block 2, and to increase the total floor area allowed by 14,350 square feet, thereby increasing the total floor area allowed within the center from 233,568 to 247,918 square feet, generally located at Highway 2 and Pine Lake Road.