



# *Memorandum*

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**TO:** Toni Taber

**FROM:** Diane Buchanan

**SUBJECT: RESPONSE TO REQUEST FOR  
RETIREMENT BOARD  
APPLICANT CODE REVIEW**

**DATE:** March 9, 2018

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The Code Enforcement Division has completed their review of the list of Retirement Board applicants for any code violations, per staff's email of February 22, 2018. Code Enforcement staff conducted a thorough search of our records, by applicant name and address, to determine whether any complaints had been reported involving any property that the applicants own or was other wise involved and found no code violations.

Should you have any questions or if I can be of further assistance, please do not hesitate to contact me.

Diane Buchanan, Deputy Director  
Planning, Building and Code Enforcement

