



Memorandum

TO: Toni Taber
City Clerk

FROM: Diane Buchanan

**SUBJECT: RESPONSE TO REQUEST FOR
APPEALS HEARING BOARD
APPLICANT CODE REVIEW**

DATE: October 30, 2017

The Code Enforcement Division has completed their review of the list of Appeals Hearing Board applicants for any code violations, per your staff's request from October 16, 2017. 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 otherwise 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

