From: Klein, Heather
To: "Duncan Lyon"
Subject: Compliance Follow-Up
Date: Monday, December 14, 2009 11:41:02 AM

Duncan,
Staff reviewed the information that you submitted on Friday per our compliance letter dated December 7, 2009 and the compliance matrix. I still need information to address conditions 3, 13, 15, 16, 17D, 17E, 20, 28, and 21. This information needs to be submitted per our December 7th letter.

Regarding 17E, it is my understanding from our conversation Friday that you will be submitting additional photos that show this sidewalk area as cleaned up.

Staff routed your complaint procedures to the departments outlined in the conditions. Please also provide me with a description of how this process works with the 4 strike policy in your 2005 Handbook. If this policy is no longer in place or if you have updated policy, please submit that information as part of interim compliance with condition #16. City staff will provide feedback to you shortly but go ahead and start using these procedures to address complaints. Once staff has provided you with feedback, we expect that these comments will be included in the revised procedures.

Best,

Heather Klein, CGBP, LEED AP
Planner III
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