

INTER-OFFICE MEMORANDUM

To: Supervisor of Landscape and Park Design

From: Kathleen Miesch
Planning Coordinator

Date: February 27, 2020

Subject: Board of Adjustment Case # BOA-2019-023
Scheduled for 4-6-2020
20 Galesi Drive, Block 400 Lot 9
8 Galesi Drive, LLC
Use Variance

Attached please find the following documents:

- Application form
- Boundary Survey signed and sealed by Control Layouts, Inc. dated 2-22-2019
- Architectural Plan & Building Data signed and sealed by Guzzo & Guzzo Architects, llc dated 7-29-2019
- Use Variance Plan signed and sealed by Meridian Engineering Group Inc. dated 8-16-2019 last revised 10-1-2019

Please review the package and provide your comments by **3-20-2020** for distribution in Board packets.
Reviewer's Response (*use additional sheet if necessary*):

The proposed (9) parking spaces at the rear of the building are situated close to the existing wooded area. Details should be indicated on the plan regarding protection of the wooded area and trees during construction.

Name *Ryan Edge*

Date *3/25/2020*