

IN RE: PETITION FOR ADMIN. VARIANCE

E side of Stevenson Road; 1045 feet N of the
c/l of Greenspring Valley Road
3rd Election District
2nd Councilmanic District
(10801 Stevenson Road)

Lisa A. and Gregory H. Barnhill
Petitioners

* BEFORE THE
* DEPUTY ZONING
* COMMISSIONER
* FOR BALTIMORE COUNTY
* **Case No. 2010-0013-A**

* * * * *

FINDINGS OF FACT AND CONCLUSIONS OF LAW

This matter comes before this Deputy Zoning Commissioner as a Petition for Administrative Variance filed by the legal owners of the subject property, Lisa A. and Gregory H. Barnhill for property located at 10801 Stevenson Road. The variance request is from Section 400.1 of the Baltimore County Zoning Regulations (B.C.Z.R.) to permit a proposed detached accessory structure (pavilion shed) to be located on the side of the principal dwelling in lieu of the required rear. The subject property and requested relief are more particularly described on Petitioners' Exhibit No. 1. Petitioners propose a pavilion measuring 10 feet wide x 12 feet long x 11 feet tall. The proposed pavilion will be nestled among trees and creates a focal point for the landscaping. The proposed pavilion is attractive with French doors and windows on the sides. This subject property contains 3.8 acres zoned RC 2 and locating the pavilion as described will not impact any adjacent property.

The Zoning Advisory Committee (ZAC) comments were received and are made part of the record of this case. The comments indicate no opposition or other recommendations concerning the requested relief.

~~RECEIVED FROM PLANNING~~
8.10.09
[Signature]

The Petitioners having filed a Petition for Administrative Variance and the subject property having been posted on July 19, 2009 and there being no request for a public hearing, a decision shall be rendered based upon the documentation presented.

The Petitioners have filed the supporting affidavits as required by Section 32-3-303 of the Baltimore County Code. Based upon the information available, there is no evidence in the file to indicate that the requested variance would adversely affect the health, safety or general welfare of the public and should therefore be granted. In the opinion of the Deputy Zoning Commissioner, the information, photographs, and affidavits submitted provide sufficient facts that comply with the requirements of Section 307.1 of the B.C.Z.R. Furthermore, strict compliance with the B.C.Z.R. would result in practical difficulty and/or unreasonable hardship upon the Petitioners.

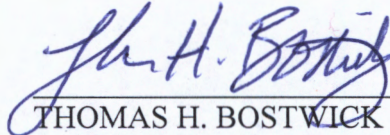
Pursuant to the posting of the property and the provisions of both the Baltimore County Code and the Baltimore County Zoning Regulations, and for the reasons given above, the requested variance should be granted.

THEREFORE, IT IS ORDERED, by the Deputy Zoning Commissioner for Baltimore County, this 10th day of August, 2009 that a variance from Section 400.1 of the Baltimore County Zoning Regulations (B.C.Z.R.) to permit a proposed detached accessory structure (pavilion shed) to be located on the side of the principal dwelling in lieu of the required rear is hereby GRANTED, subject to the following:

1. The Petitioners may apply for their building permit and be granted same upon receipt of this Order; however, Petitioners are hereby made aware that proceeding at this time is at their own risk until such time as the 30 day appellate process from this Order has expired. If, for whatever reason, this Order is reversed, the Petitioners would be required to return, and be responsible for returning, said property to its original condition.

RECEIVED FOR FILE
8.10.09
pm

Any appeal of this decision must be made within thirty (30) days of the date of this Order.



THOMAS H. BOSTWICK
Deputy Zoning Commissioner
for Baltimore County

THB:pz

RECEIVED FOR FILING
8.10.09
VJ



BALTIMORE COUNTY
MARYLAND

JAMES T. SMITH, JR.
County Executive

THOMAS H. BOSTWICK
Deputy Zoning Commissioner

August 10, 2009

LISA A. AND GREGORY H. BARNHILL
10801 STEVENSON ROAD
STEVENSON MD 21153

Re: Petition for Administrative Variance
Case No. 2010-0013-A
Property: 10801 Stevenson Road

Dear Mr. and Mrs. Barnhill:

Enclosed please find the decision rendered in the above-captioned case.

In the event the decision rendered is unfavorable to any party, please be advised that any party may file an appeal within thirty (30) days from the date of the Order to the Department of Permits and Development Management. If you require additional information concerning filing an appeal, please feel free to contact our appeals clerk at 410-887-3391.

Very truly yours,

A handwritten signature in black ink, appearing to read "Th. H. Bostwick".

THOMAS H. BOSTWICK
Deputy Zoning Commissioner
for Baltimore County

THB:pz

Enclosure



Petition for Administrative Variance

to the Zoning Commissioner of Baltimore County

for the property located at 10801 Stevenson Rd
which is presently zoned RC 2

This Petition shall be filed with the Department of Permits and Development Management. The undersigned, legal owner(s) of the property situate in Baltimore County and which is described in the description and plat attached hereto and made a part hereof, hereby petition for a Variance from Section(s) 400.1 - to permit a proposed

detached accessory structure (pavilion shed) to be located on the side of the principal dwelling in lieu of the required rear

of the zoning regulations of Baltimore County, to the zoning law of Baltimore County, for the reasons indicated on the back of this petition form.

Property is to be posted and advertised as prescribed by the zoning regulations.

I, or we, agree to pay expenses of above Variance, advertising, posting, etc. and further agree to and are to be bounded by the zoning regulations and restrictions of Baltimore County adopted pursuant to the zoning law for Baltimore County.

I/We do solemnly declare and affirm, under the penalties of perjury, that I/we are the legal owner(s) of the property which is the subject of this Petition.

Contract Purchaser/Lessee:

Name - Type or Print

Signature

Address

Telephone No.

City

State

Zip Code

Attorney For Petitioner:

Name - Type or Print

Signature

Company

Address

Telephone No.

City

State

Zip Code

Legal Owner(s):

Lisa A. Barnhill

Name - Type or Print

Lisa A. Barnhill

Signature

GREGORY H. BARNHILL

Name - Type or Print

GREGORY H. BARNHILL

Signature

10801 Stevenson Rd.

Address

Stevenson Md.

City

State

Zip Code

410-382-2212

410-484-2553

21153

Representative to be Contacted:

Name

Address

Telephone No.

City

State

Zip Code

A Public Hearing having been formally demanded and/or found to be required, it is ordered by the Zoning Commissioner of Baltimore County, this day of that the subject matter of this petition be set for a public hearing, advertised, as required by the zoning regulations of Baltimore County and that the property be reposted.

Zoning Commissioner of Baltimore County

CASE NO. 2010-0013-A

REV 10/25/01

Reviewed By RJD

Date 7/9/09

Estimated Posting Date 7/19/09

8.10.09

PO

Affidavit in Support of Administrative Variance

The undersigned hereby affirms under the penalties of perjury to the Zoning Commissioner of Baltimore County, as follows: That the information herein given is within the personal knowledge of the Affiant(s) and that Affiant(s) is/are competent to testify thereto in the event that a public hearing is scheduled in the future with regard thereto.

That the Affiant(s) does/do presently reside at 10801 Stevenson Rd.
Address Stevenson, Md. 21153
City State Zip Code

That based upon personal knowledge, the following are the facts upon which I/we base the request for an Administrative Variance at the above address (indicate hardship or practical difficulty):

The location of this foundationless structure alleviates the need to build an addition and is nestled among trees, screening it from the road and neighbors' homes. Careful thought to the aesthetics of this English cottage led us to this location which honors the way everything is planned on an axis. The small pavillion is well-built of natural materials, charming in nature and activates the picnic area. Additionally it creates a focal point for landscaping which is the goal of adding this structure. Its use shall be for some much needed storage and seating enjoying the view. It will be convenient and flow nicely from the north doors of our home. Locating it anywhere else on the property presents grading and access issues and gives a "stuck in the landscape look". Other locations compete for space used for our innovative septic system. As an additional small structure negating the need for an addition, I think the proposed location is the most attractive for the look of the property, is functional and has the least impact on the landscape. It also preserves our open views enjoyed by our neighbors.

That the Affiant(s) acknowledge(s) that if a formal demand is filed, Affiant(s) will be required to pay a reposting and advertising fee and may be required to provide additional information.

Lisa A. Barnhill
Signature
Lisa A. Barnhill
Name - Type or Print

[Signature]
Signature
Gregory A. Barnhill
Name - Type or Print

STATE OF MARYLAND, COUNTY OF BALTIMORE, to wit:

I HEREBY CERTIFY, this 9th day of July, 2009, before me, a Notary Public of the State of Maryland, in and for the County aforesaid, personally appeared

Lisa + Gregory Barnhill
the Affiant(s) herein, personally known or satisfactorily identified to me as such Affiant(s).

AS WITNESS my hand and Notarial Seal



[Signature]
Notary Public
My Commission Expires 03/1/2011
Jennifer D. Viglucci
NOTARY PUBLIC
Baltimore City, Maryland
My Commission Expires 03/1/2011

LEGAL DESCRIPTION

BEGINNING for the same at a point on the west side of a forty foot road as laid out on a Plat by J.S. Howard dated September, 1929, said point of beginning being distant ten hundred and ninety-six and ninety-eight one-hundredths feet measured along the west side of the forty foot road from a point formed by the intersection of the north side of Green Spring Valley Road with the west side of the forty foot road above mentioned thence leaving said road and running south eighty-five degrees west a distance of four hundred and thirty-seven and five-tenths feet to the east to the east side of a thirty foot road as laid out on the above mentioned plat thence running and binding on the east side of said road north eight degrees thirty-six minutes west with the use thereof in common a distance of three hundred and seventy-three and five-tenths feet to a point on the east side of said road thence running north eighty-eight degrees twenty minutes east a distance of five hundred and nine feet to intersect the west side of a thirty foot road thence following the west side of said road the three following courses and distances south no degrees forty-four minutes west thirty-three and eight tenths feet south sixteen degrees thirty-one minutes west one hundred and two and six tenths feet south three degrees seven minutes east two hundred and eleven and five tenths feet to the place of beginning. Containing three and eight-tenths acres more or less.

10801 Stevenson Road

3rd Election District

2nd Councilmanic District

Item #0013

**CASHIER'S
VALIDATION**

CERTIFICATE OF POSTING

RE: Case No 2010-0013-A

Petitioner/Developer L & G
BARNHILL

Date Of Hearing/Closing: 8/3/09

Baltimore County Department of
Permits and Development Management
County Office Building, Room 111
111 West Chesapeake Avenue

Attention:

Ladies and Gentlemen

This letter is to certify under penalties of perjury that the necessary
sign(s) required by law were posted conspicuously on the property
at 10801 STEVENSON RD

This sign(s) were posted on July 19, 2009
Month, Day, Year

Sincerely,

Martin Ogle 7/19/09
Signature of Sign Poster and Date

Martin Ogle
60 Chelmsford Court
Baltimore, Md, 21220
443-629-3411



07/19/2009

ADMINISTRATIVE VARIANCE INFORMATION SHEET AND DATES

Case Number 2010- 0013 -A Address 10801 Stevenson Rd
Contact Person: David Duvall Phone Number: 410-887-3391
Planner, Please Print Your Name
Filing Date: 7/9/09 Posting Date: 7/19/09 Closing Date: 8/3/09

Any contact made with this office regarding the status of the administrative variance should be through the contact person (planner) using the case number.

1. **POSTING/COST:** The petitioner must use one of the sign posters on the approved list (on the reverse side of this form) and the petitioner is responsible for all printing/posting costs. Any reposting must be done only by one of the sign posters on the approved list and the petitioner is again responsible for all associated costs. The zoning notice sign must be visible on the property on or before the posting date noted above. It should remain there through the closing date.
2. **DEADLINE:** The closing date is the deadline for an occupant or owner within 1,000 feet to file a formal request for a public hearing. Please understand that even if there is no formal request for a public hearing, the process is not complete on the closing date.
3. **ORDER:** After the closing date, the file will be reviewed by the zoning or deputy zoning commissioner. He may: (a) grant the requested relief; (b) deny the requested relief; or (c) order that the matter be set in for a public hearing. You will receive written notification, usually within 10 days of the closing date if all County agencies' comments are received, as to whether the petition has been granted, denied, or will go to public hearing. The order will be mailed to you by First Class mail.
4. **POSSIBLE PUBLIC HEARING AND REPOSTING:** In cases that must go to a public hearing (whether due to a neighbor's formal request or by order of the zoning or deputy zoning commissioner), notification will be forwarded to you. The sign on the property must be changed giving notice of the hearing date, time and location. As when the sign was originally posted, certification of this change and a photograph of the altered sign must be forwarded to this office.

(Detach Along Dotted Line)

Petitioner: This Part of the Form is for the Sign Poster Only

USE THE ADMINISTRATIVE VARIANCE SIGN FORMAT

Case Number 2010- 0013 -A Address 10801 Stevenson Rd
Petitioner's Name L + G Barnhill Telephone 410 484 2553
Posting Date: 7/19/09 Closing Date: 8/3/09
Wording for Sign: To Permit a proposed detached accessory structure (pavilion shed) to be located on the side of the principal dwelling in lieu of the required rear

WCR - Revised 7/7/08

**DEPARTMENT OF PERMITS AND DEVELOPMENT MANAGEMENT
ZONING REVIEW**

ADVERTISING REQUIREMENTS AND PROCEDURES FOR ZONING HEARINGS

The Baltimore County Zoning Regulations (BCZR) require that notice be given to the general public/neighboring property owners relative to property which is the subject of an upcoming zoning hearing. For those petitions which require a public hearing, this notice is accomplished by posting a sign on the property (responsibility of the petitioner) and placement of a notice in a newspaper of general circulation in the County, both at least fifteen (15) days before the hearing.

Zoning Review will ensure that the legal requirements for advertising are satisfied. However, the petitioner is responsible for the costs associated with these requirements. The newspaper will bill the person listed below for the advertising. This advertising is due upon receipt and should be remitted directly to the newspaper.

OPINIONS MAY NOT BE ISSUED UNTIL ALL ADVERTISING COSTS ARE PAID.

For Newspaper Advertising:

Item Number or Case Number: 2010-0013-A
Petitioner: Lisa A. Barnhill
Address or Location: 10801 Stevenson Rd. Stevenson, Md. 21153

PLEASE FORWARD ADVERTISING BILL TO:

Name: Lisa Barnhill
Address: 10801 Stevenson Road
Stevenson, Md. 21153

Telephone Number: 410-382-2212 or 410-484-2553



BALTIMORE COUNTY
MARYLAND

JAMES T. SMITH, JR.
County Executive

TIMOTHY M. KOTROCO, *Director*
Department of Permits and
Development Management

August 4, 2009

Lisa & Gregory Barnhill
10801 Stevenson Rd.
Stevenson, MD 21153

Dear: Lisa & Gregory Barnhill

RE: Case Number 2010-0013-A, 10801 Stevenson Rd.

The above referenced petition was accepted for processing **ONLY** by the Bureau of Zoning Review, Department of Permits and Development Management (PDM) on July 9, 2009. This letter is not an approval, but only a **NOTIFICATION**.

The Zoning Advisory Committee (ZAC), which consists of representatives from several approval agencies, has reviewed the plans that were submitted with your petition. All comments submitted thus far from the members of the ZAC are attached. These comments are not intended to indicate the appropriateness of the zoning action requested, but to ensure that all parties (zoning commissioner, attorney, petitioner, etc.) are made aware of plans or problems with regard to the proposed improvements that may have a bearing on this case. All comments will be placed in the permanent case file.

If you need further information or have any questions, please do not hesitate to contact the commenting agency.

Very truly yours,

A handwritten signature in black ink, reading "W. Carl Richards, Jr." with a stylized flourish at the end.

W. Carl Richards, Jr.
Supervisor, Zoning Review

WCR:lnw

Enclosures

c: People's Counsel

AV
8-3-09
closing

BALTIMORE COUNTY, MARYLAND**Inter-Office Correspondence****RECEIVED****SEP 09 2009****ZONING COMMISSIONER**

TO: Timothy M. Kotroco
FROM: Dave Lykens, DEPRM - Development Coordination
DATE: September 9, 2009
SUBJECT: Zoning Item # 10-013-A
Address 10801 Stevenson Road
(Barnhill Property)

Zoning Advisory Committee Meeting of July 20, 2009

 X The Department of Environmental Protection and Resource Management has no comments on the above-referenced zoning item.

Reviewer: Michael S. Kulis
Environmental Impact Review

Date: August 24, 2009

BALTIMORE COUNTY, MARYLAND

INTER-OFFICE CORRESPONDENCE

TO: Timothy M. Kotroco, Director
Department of Permits and
Development Management

DATE: July 29, 2009

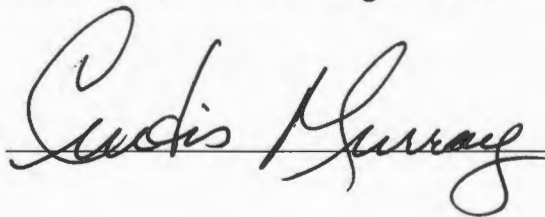
FROM: Arnold F. 'Pat' Keller, III
Director, Office of Planning

SUBJECT: Zoning Advisory Petition(s): **Case(s) 10-013- Administrative Variance**

The Office of Planning has reviewed the above referenced case(s) and has no comments to offer.

For further questions or additional information concerning the matters stated herein, please contact Diana Itter in the Office of Planning at 410-887-3480.

Prepared By:
CM/LL



RECEIVED

JUL 31 2009

ZONING COMMISSIONER

BALTIMORE COUNTY, MARYLAND
INTEROFFICE CORRESPONDENCE

TO: Timothy M. Kotroco, Director
Department of Permits &
Development Management

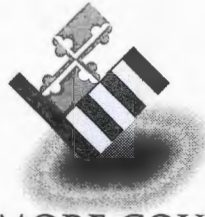
DATE: July 27, 2009

FROM: Dennis A. Kennedy, Supervisor
Bureau of Development Plans
Review

SUBJECT: Zoning Advisory Committee Meeting
For July 27, 2009
Item Nos. 2010-001, 003, 004, 005, 006,
007, 008, 009, 010, 011, 013, 016, 017,
018 and 019

The Bureau of Development Plans Review has reviewed the subject-zoning items, and we have no comments.

DAK:CEN:hta
cc: File
ZAC-072709-NO COMMENTS



BALTIMORE COUNTY
M A R Y L A N D

JAMES T. SMITH, JR.
County Executive

JOHN J. HOHMAN, *Chief*
Fire Department

County Office Building, Room 111
Mail Stop #1105
111 West Chesapeake Avenue
Towson, Maryland 21204

July 24, 2009

ATTENTION: Zoning Review Planners

Distribution Meeting Of: July 20.2009

ItemNumbers:0001,0002,0003,0004,0005,0007,0008,0009,0010,0013,0014,0016,0017
,0019

Pursuant to your request, the referenced plan(s) have been reviewed by this Bureau and the comments below are applicable and required to be corrected or incorporated into the final plans for the property.

1. The Fire Marshal's Office has no comments at this time.

Lieutenant Roland P Bosley Jr.
Fire Marshal's Office
410-887-4881 (C) 443-829-2946
MS-1102F

cc: File



Martin O'Malley, Governor
Anthony G. Brown, Lt. Governor

State Highway
Administration

Beverly K. Swaim-Staley, Acting Secretary
Neil J. Pedersen, Administrator

Maryland Department of Transportation

Date: JULY 23, 2009

Ms. Kristen Matthews
Baltimore County Office of
Permits and Development Management
County Office Building, Room 109
Towson, Maryland 21204

RE: Baltimore County
Item No 2010-0013-A
10801 STEVENSON ROAD
BARNHILL PROPERTY
ADMIN. VARIANCE -

Dear Ms. Matthews:

Thank you for the opportunity to review your referral request on the subject of the above captioned. We have determined that the subject property does not access a State roadway and is not affected by any State Highway Administration projects. Therefore, based upon available information this office has no objection to Baltimore County Zoning Advisory Committee approval of Item No. 2010-0013-A.

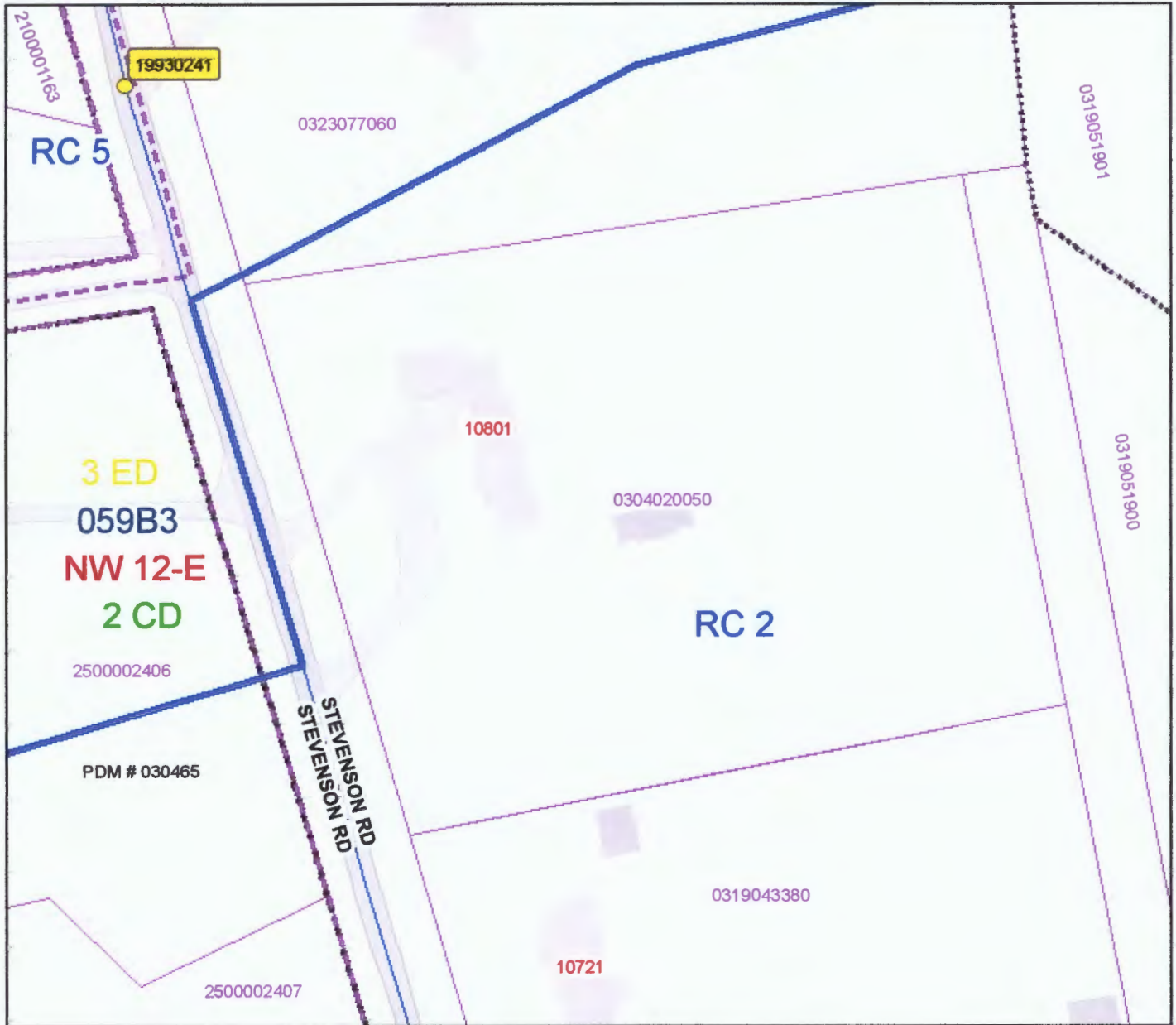
Should you have any questions regarding this matter, please contact Michael Bailey at 410-545-2803 or 1-800-876-4742 extension 5593. Also, you may E-mail him at (mbailey@sha.state.md.us).

Very truly yours,

For Steven D. Foster, Chief
Engineering Access Permits
Division

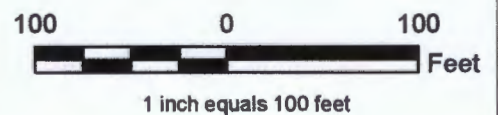
SDF/MB

10801 Stevenson Road



Publication Date: July 09, 2009
Publication Agency: Department of Permits & Development Management
Projection/Datum: Maryland State Plane,
FIPS 1900, NAD 1983/91 HARN, US Foot

DQ Map Notes



Item #0013

2300004426
PDM # 030422

0313021450

Pt. Bk. 57 Folio 71
2100001162

0319035980

10821

RC 5

1800

0319051901

2100001163

0323077060

10809

19930241

10810

2100001164

NW 12-E

3 ED

059B3

2 CD

10801

0304020050

2500002406

10800

0319051900

RC 2

0319043380

10721

WRIGHT PROPERTY (PDM File/Project # MS 04062)

PDM # 030465

2500002407

20030257

10717

2200000216

Pt. Bk. 6 Folio 40

0311000950

1926

NW 11-E

1922

0323016450

10711

0304076110

1700003836

CLUB RD

0314065075

Item #0013



Maryland Department of Assessments and Taxation
BALTIMORE COUNTY
Real Property Data Search (2007 v1.1)

[Go Back](#)
[View Map](#)
[New Search](#)

Account Identifier: District - 03 Account Number - 0304020050

Owner Information

Owner Name:	BARNHILL GREGORY H BARNHILL LISA A	Use:	RESIDENTIAL
Mailing Address:	10801 STEVENSON RD STEVENSON MD 21153	Principal Residence:	YES
		Deed Reference:	1) / 7133/ 78 2)

Location & Structure Information

Premises Address	Legal Description
10801 STEVENSON RD	3.8 AC ES STEVENSON RD 500 N GREEN SPRING VA R

Map	Grid	Parcel	Sub District	Subdivision	Section	Block	Lot	Assessment Area	Plat No:
59	21	435						2	Plat Ref:

Special Tax Areas

Town
Ad Valorem
Tax Class

Primary Structure Built	Enclosed Area	Property Land Area	County Use
1926	4,418 SF	3.80 AC	04

Stories	Basement	Type	Exterior
1 1/2	NO	STANDARD UNIT	STUCCO

Value Information

	Base Value	Value	Phase-in Assessments	
		As Of	As Of	As Of
		01/01/2008	07/01/2008	07/01/2009
Land	604,500	544,500		
Improvements:	508,830	824,260		
Total:	1,113,330	1,368,760	1,220,666	1,283,616
Preferential Land:	0	0	0	0

Transfer Information

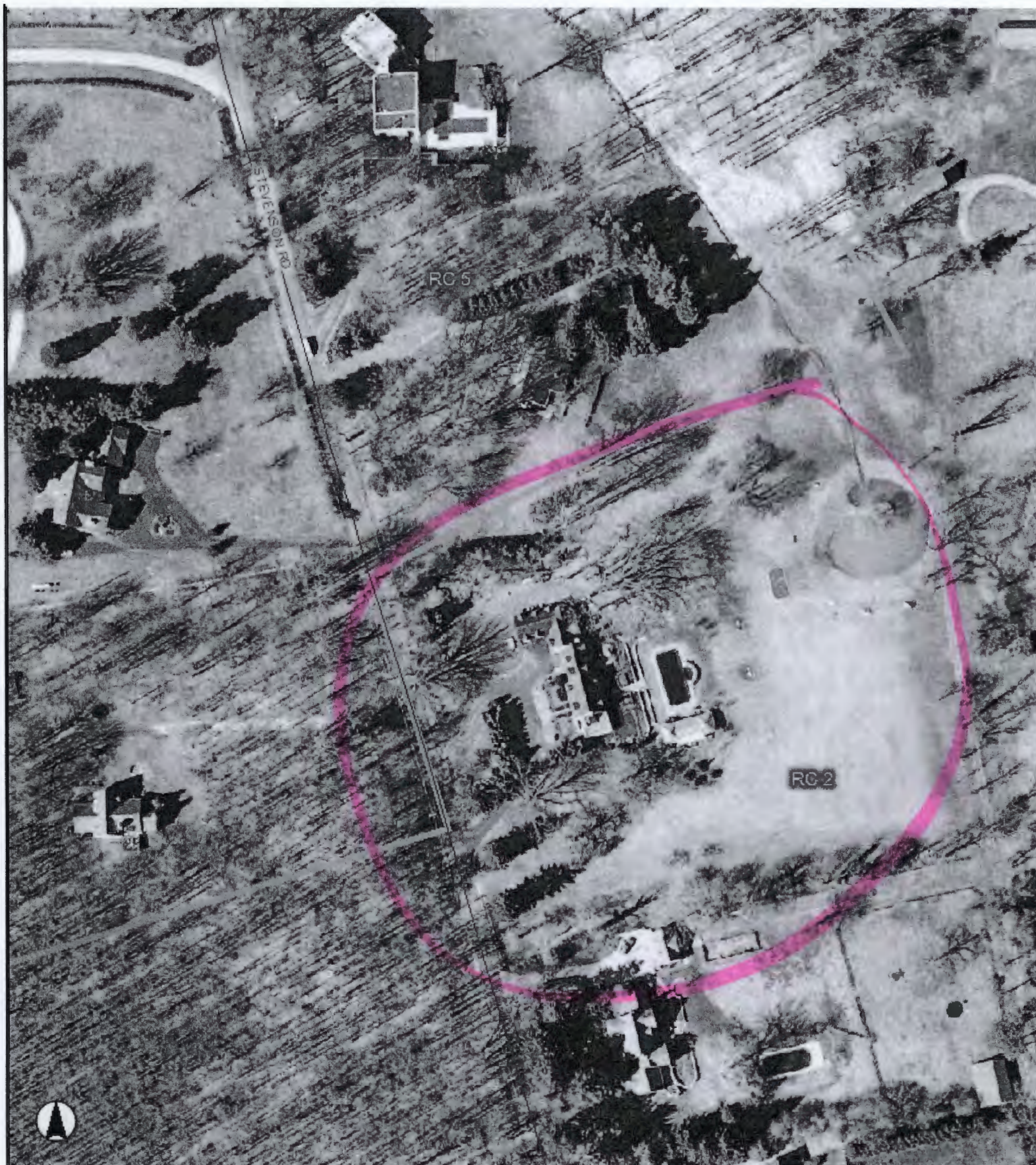
Seller: BARNHILL GREGORY H	Date: 04/11/1986	Price: \$0
Type: NOT ARMS-LENGTH	Deed1: / 7133/ 78	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

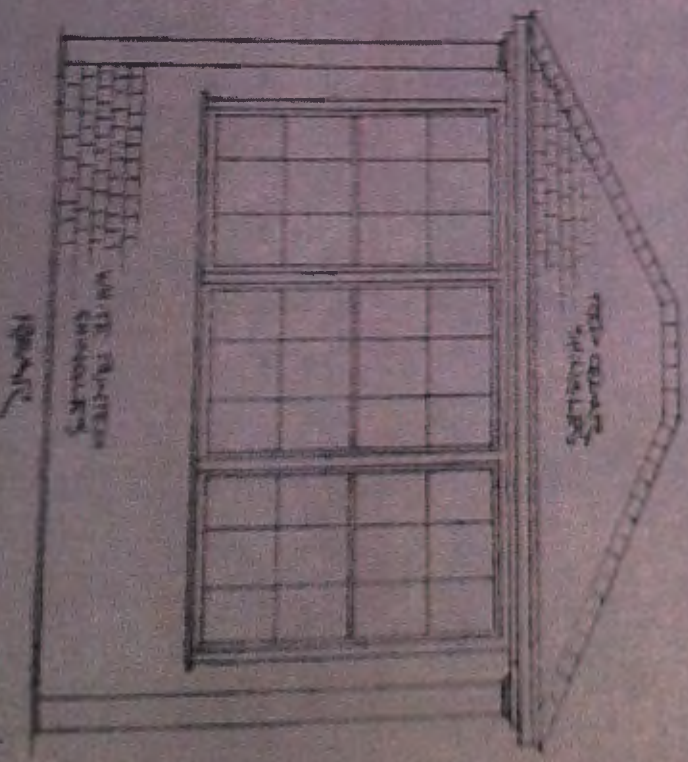
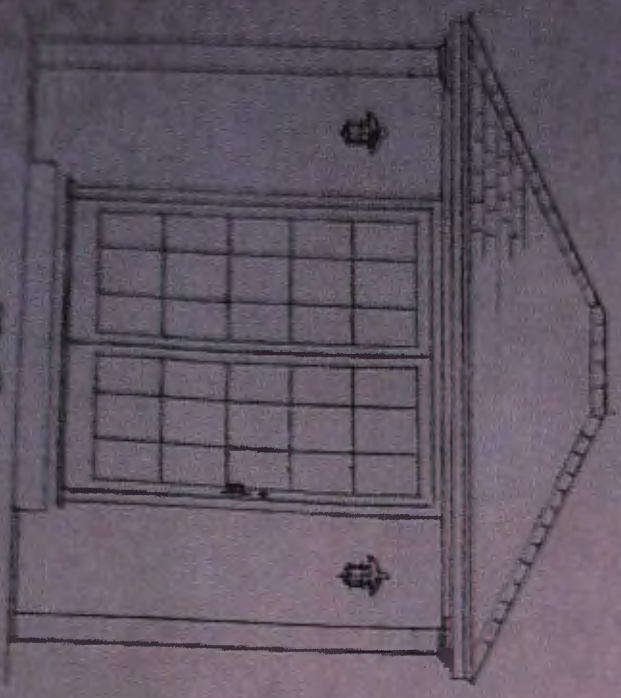
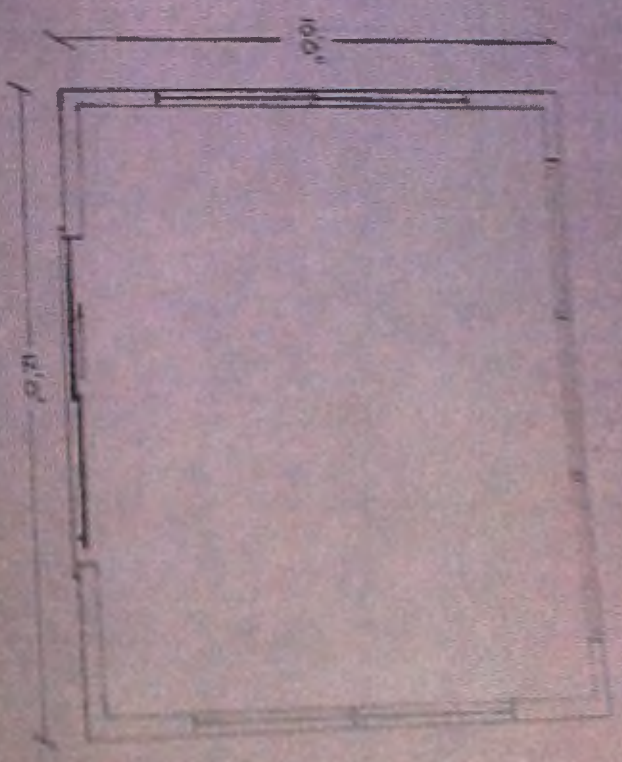
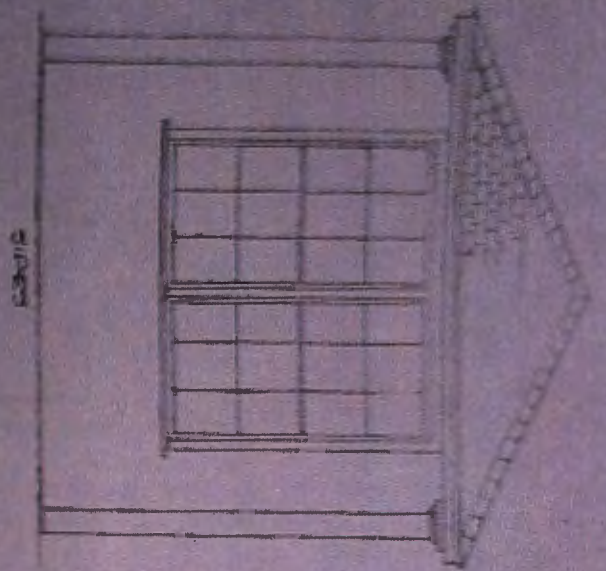
Exemption Information

Partial Exempt Assessments	Class	07/01/2008	07/01/2009
County	000	0	0
State	000	0	0
Municipal	000	0	0

Tax Exempt: NO
Exempt Class:

Special Tax Recapture:
 * NONE *





Item # 0013

From: Lisa Barnhill <lisabarnhill@mac.com>
Subject: **View east**
Date: July 9, 2009 11:04:34 AM EDT
To: Lisa Barnhill <lisabarnhill@mac.com>
▶ 1 Attachment, 258 KB



View East
farther back



Sent from my iPhone

location
of
Proposed Structure
Item #0013

From: Lisa Barnhill <lisabarnhill@mac.com>
Subject: **View east**
Date: July 9, 2009 12:06:33 PM EDT
To: Lisa Barnhill <lisabarnhill@mac.com>
▶ 1 Attachment, 212 KB

View East



Sent from my iPhone

Location
of proposed structure

Item #0013

From: Lisa Barnhill <lisabarnhill@mac.com>
Subject: ~~View north~~
Date: July 9, 2009 12:10:37 PM EDT
To: Lisa Barnhill <lisabarnhill@mac.com>
▶ 1 Attachment, 212 KB

View West



Sent from my iPhone

Location
of Proposed
Structure

Item #0013

From: Lisa Barnhill <lisabarnhill@mac.com>
Subject: **View north farther back**
Date: July 9, 2009 12:48:08 PM EDT
To: Lisa Barnhill <lisabarnhill@mac.com>
▶ 1 Attachment, 242 KB

View North
farther back



Sent from my iPhone

Item #0013

SEE PAGES 5 & 6 OF THE CHECKLIST FOR ADDITIONAL REQUIRED INFORMATION

NA

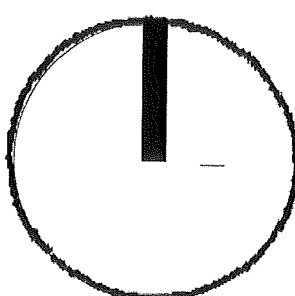
FOLIO #

LOT #

SECTION 2

GREGORY H. AND LISA A. BARNHILL

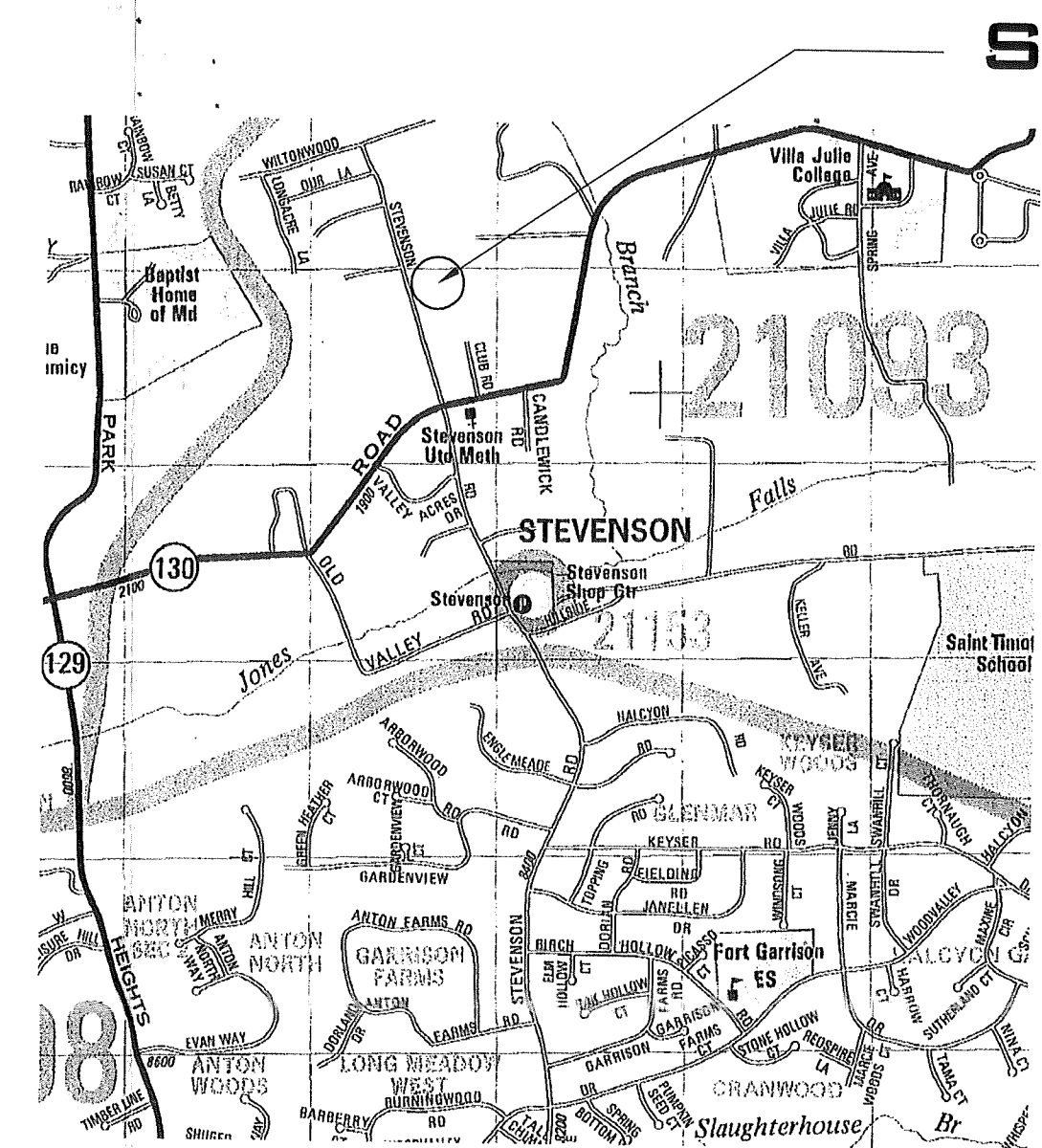
03 - 0319051901
SMITH FAMILY
PARTNERSHIP
MAP 59-PARCEL 329



NORTH

PREPARED BY **SMG ARCHITECTS** (FROM SURVEY DATED 1/15/91)

SCALE OF DRAWING: 1" = 30'-0"



VICINITY MAP
SCALE: 1" = 1000'

LOCATION INFORMATION

3.

2

059B3

RC 2

3.8

165,528

PUBLIC

PRIVATE



YES

NO

☒☒

NONE

ZONING OFFICE USE ONLY

REVIEWED BY

ITEM #

CASE #

2010-0013-A