**MEMORANDUM**

**TO:** Brendan O’Connell, Finance Director

**FROM:** Barbara Barhydt, Development Review Services Manager

**DATE:**  8/15/16

**RE:** Request for Release of Defect Guarantee

**Project Name:** ADA Ramps- New Entry canopies **Application ID:** 2014-075

**Project Address:** 170 Anderson Street **CBL:** 010 E002001

**Applicant:** Sherwood Hamill

Please release the Defect Guarantee **(Acct. #[5300084456])** for the ADA Ramps- New Entry canopies, at 170 Anderson Street.

 Balance to be Released **$317.50**

**Approved:**



Barbara Barhydt,

Development Review Services Manager

**Electronic Distribution**

cc: Philip DiPierro, Development Review Coordinator

 Tiffany Mullen, Finance

 James Dealaman, Administrative Officer