

## **MEMORANDUM**

## CITY OF SAUSALITO

TO:

Trees and Views Committee

FROM:

Alison Thornberry, Assistant Planner

DATE:

July 7, 2011

SUBJECT: Date and time for Special Meeting for site visit to 509 Litho Street and 93

Girard Avenue

## Discussion

In regards to site visits to review the Claimant's view claim, Section 11.12.040.B.4 of the Sausalito Municipal Code, "the Trees and Views Committee shall reasonably attempt as a group to inspect the premises of both the claimant and the tree owner(s) prior to the arbitration meeting".

If a quorum of the Committee will be attending the site at the same time, the site visit will be noticed as a Special Meeting of the Trees and Views Committee.

## Recommendation

Identify a specific date and time for the Committee members to conduct a site visit of 509 Litho Street and 93 Girard Avenue.

I:\CDD\PROJECTS - ADDRESS\L\Litho 509-511\TRP 11-184\Date and Time for Site Visit 07.07.2011

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