

Special Magistrate: Alcolya St Juste

Agenda No.: 001 Status: Active

Respondent: Rampersad, Vishnu; Rampersad, Alison CEO: Frank H Amato

14576 Countryside Ln, Delray Beach, FL 33484-3502

Situs Address: 14576 Country Side Ln, Delray Beach, FL Case No: C-2016-07260006

PCN: 00-42-46-15-12-001-0150 Zoned: RH

Violations:

Details: Erecting/installing boat dock without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 07/26/2016 **Status:** MCEH

Agenda No.:002Status:ActiveRespondent:Demorato, Nicholas JCEO:Maggie Bernal

5546 1st Rd, Lake Worth, FL 33467-5612

Situs Address: 5546 1st Rd, Lake Worth, FL Case No: C-2015-04270038

PCN: 00-42-43-27-05-032-1920 Zoned: AR

Violations:

Details: Recreational vehicles, boats, sports vehicles and/or trailers are not to be parked in a required front setback or other area between the structure and the street, or on street except for the purpose of loading or unloading during a period not to exceed two hours in any 24 hour period.

Code: Unified Land Development Code - 6.A.1.D.19.b.5)b)

Issued: 04/28/2015 **Status:** MCEH

Details: One commercial vehicle of not over one ton rated capacity may be parked per dwelling unit, providing all of the following conditions are met: vehicle is registered or licensed; used by a resident of the premises; gross vehicle weight rating (gvwr) does not exceed 12,500 pounds; height does not exceed nine feet, including any load, bed, or box; and total vehicle length does

not exceed 26 feet.

Code: Unified Land Development Code - 6.A.1.D.19.b.1)

Issued: 04/28/2015 **Status:** MCEH

3 **Details:** Interior and/or exterior renovations/conversions including but not limited to repairs, alterations, and/or additions of building, electrical, plumbing, mechanical without the proper permits is

Code: Palm Beach County Amendments to the Florida Building Code 2010 Edition - 105.1

Issued: 04/28/2015

Status: MCEH

4 Details: Erecting/installing (free-standing) garage without first obtaining required building permits is

Code: Palm Beach County Amendments to the Florida Building Code 2010 Edition - 105.1

Issued: 04/28/2015 **Status:** MCEH

Agenda No.: 003 Status: Active

Respondent: Western Way Office LLC CEO: Kenneth E Jackson

3411 Silverside Rd, Ste 104 Tatnall Building, Wilmington, DE

19810

Situs Address: 5796 Western Way, Lake Worth, FL Case No: C-2013-08150027

PCN: 00-42-45-10-01-005-0050 **Zoned:** AR

Violations:

Details: Uses not identified in a district column as permitted by right, by a Special Permit, or as a Conditional Use are not allowed in the District, unless otherwise expressly permitted by this Code; more specifically, operating a Contractor's Storage Yard is not a permitted use in the AR-Agricultural Zoning District. The list of uses in Table 4.A.3.A, Use Matrix, is intended to classify uses on the basis of common functional characteristics and land use compatibility.

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Code: Unified Land Development Code - 4.A.3.A - Use Matrix Table

Unified Land Development Code - 4.A.3.A.7 Unified Land Development Code - 4.B.1.A.35.

Issued: 12/30/2013 **Status:** MCEH

CODE ENFORCEMENT

SPECIAL MAGISTRATE MODIFICATION HEARING AGENDA JULY 19, 2017 9:00 AM

Details: Uses not identified in a district column as permitted by right, by a Special Permit, or as a Conditional Use are not allowed in the District, unless otherwise expressly permitted by this Code; more specifically, operating a Repair and Maintenance, General (general repair and maintenance of equipment) is not a permitted use in the AR-Agricultural Zoning District. The list of uses in Table 4.A.3.A, Use Matrix, is intended to classify uses on the basis of common functional characteristics and land use compatibility.

Code: Unified Land Development Code - 4.A.3.A - Use Matrix Table

Unified Land Development Code - 4.A.3.A.7 Unified Land Development Code - 4.B.1.A.107.

Issued: 12/30/2013 **Status:** MCEH

Details: Constructing structures and additions to existing structures without first obtaining required building permits is prohibited.

 $\textbf{Code:} \ Palm \ Beach \ County \ Amendments \ to \ the \ Florida \ Building \ Code \ 2010 \ Edition \ -105.1$

Issued: 12/30/2013 **Status:** MCEH

Details: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 6 months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 6 months after the time the work is commenced. The permit for a Pool Residential - In-Ground (B81005381), is inactive and the inspections for same were not completed.

Code: Palm Beach County Amendments to the Florida Building Code 2010 Edition - 105.4.1

Issued: 12/30/2013 **Status:** MCEH

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, building material, construction debris, automotive parts, tires, vegetative debris, garbage, trash or similar items.

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a)

Issued: 12/30/2013 Status: MCEH

Details: No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a Certificate of Occupancy (single family dwelling unit being used as an office).

Code: Palm Beach County Amendments to the Florida Building Code 2010 Edition - 111.1

Issued: 12/30/2013 **Status:** MCEH

Details: One (1) address sign shall be required for each principal building or use on premises showing the numerical address designation on the premises upon which they are maintained; he address shall be posted in a color contrasting that of the signboard or building a minimum of 4" for residential and 6" for commercial structure, and of sufficient size to be plainly visible and legible from the roadway.

Code: Palm Beach County Property Maintenance Code - Section 14-33 (c)

Issued: 12/30/2013 Status: CLS

cc: Ciklin Lubitz Martens & O'Connell Western Way Office Llc

Western Way Office Llc

Agenda No.: 004 Status: Active

Respondent: Shadowwood Square Ltd CEO: Dwayne E Johnson

801 Arthur Godfrey Rd, Ste 600, Miami Beach, FL $\,$

33140-3320

Situs Address: 20642 S State Road 7, 2 Building M, Boca Raton, FL Case No: C-2016-06060008

PCN: 00-42-47-18-14-003-0050 **Zoned:** CG

Violations:

Details: Cooking equipment used in processes producing smoke or grease laden vapors shall be equipped with an

exhaust system that complies with all the equipment and performance requirements of this chapter

Prior to installation of any fire-extinguishing system, construction documents shall be reviewed and approved by

the AHJ.

Code: National Fire Protection Association 1 - 50.2.1.1

National Fire Protection Association 1 - 50.4.1

Issued: 06/09/2016 Status: MCEH

Details: Cooking equipment for the protection of grease removal devices, hood exhaust plenums, and exhaust duct

systems shall be provided.

Cooking equipment that produces grease-laden vapors and that might be a source of ignition of grease in the

good, grease removal device, or duct shall be protected by fire-extinguishing equipment.

Code: National Fire Protection Association 1 - 50.4.2.2 National Fire Protection Association 1 - 50.4.3.1

Issued: 06/09/2016 **Status:** MCEH

cc: Shadowwood Square Ltd

Agenda No.:005Status:PostponedRespondent:LINDSAY, StanfordCEO:Ozmer M Kosal

4587 Carribean Blvd, West Palm Beach, FL 33407-1862

Situs Address: 5975 Caribbean Blvd, West Palm Beach, FL Case No: C-2016-10110008

PCN: 00-42-43-01-05-017-0280 **Zoned:** RM

Violations:

Details: It shall be unlawful for any owner of land in any residential district to park on, cause to be parked on, or allow to be parked on residentially zoned land any unlicensed or unregistered

vehicle for a period exceeding one hour in any 24 hour period. **Code:** Unified Land Development Code - 6.A.1.D.19.a.2)

Issued: 10/21/2016 **Status:** MCEH

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, appliances, glass, building material, construction debris, automotive parts, tires, vegetative debris, garbage, trash or similar items.

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a) **Issued:** 10/21/2016 **Status:** MCEH

3 Details: The list of uses in Table 4.A.3.A, Use Matrix, is intended to classify uses on the basis of

common functional characteristics and land use compatibility.

Uses not identified in a district column as permitted by right, by a Special Permit, or as a Conditional Use are not allowed in the District, unless otherwise expressly permitted by this Code. More specifically, Auto Repair and Maintenance, General.

Code: Unified Land Development Code - 4.A.3.A - Use Matrix Table

Unified Land Development Code - 4.A.3.A.7

Issued: 10/21/2016 **Status:** MCEH

4 Details: Erecting/installing a fence and shed without first obtaining the required building permits is

prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 10/21/2016 **Status:** MCEH

Agenda No.: 006 Status: Postponed

Respondent: Stevens, Jerry M; Stevens, Deborah M CEO: Michelle I Malkin-Daniels

21 Travelo Dr, Wayne, NJ 07470-7372

Situs Address: 4311 Okeechobee Blvd, 62, West Palm Beach, FL Case No: C-2016-02030032

PCN: 00-42-43-24-14-000-0620 Zoned: CG

Violations:

Details: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 6 months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 6 months after the time the work is commenced.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.4.1

Issued: 02/04/2016 **Status:** MCEH

Agenda No.: 007 Status: Active

Respondent: Palm Lake Condominium Association Inc. CEO: Rick E Torrance

622 Banyan Trl, Ste 150, Boca Raton, FL 33431

Situs Address: Via Palm Lk, West Palm Beach, FL Case No: C-2016-02240041

PCN: Zoned: PUD

Violations:

1 **Details:** Erecting/installing/Renovating without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/21/2016 **Status:** MCEH

cc: Law Offices Of Michael D. Birnholz, P.A. Palm Lake Condominium Association Inc. Palm Lake Condominium Association, Inc.

Agenda No.:008Status:PostponedRespondent:Lantana Capital CorpCEO:Deb L Wiggins

6894 Lake Worth Rd, Ste 101, Lake Worth, FL 33467

Situs Address: 3570 Lantana Rd, Lake Worth, FL Case No: C-2015-11120022

PCN: 00-43-45-06-06-003-0031 **Zoned:** CG

Violations:

Details: Weeds. All premises and exterior property shall be maintained free from weeds or uncultivated

vegetation:

greater than seven (7) inches in height when located on developed residential or developed nonresidential lots.

as set forth in division 6. All noxious weeds shall be prohibited. This term shall not include cultivated flowers and gardens, or native vegetation.

Code: Palm Beach County Property Maintenance Code - Section 14-32 (c) (2) Issued: 04/15/2016 Status: MCEH

2 Details: Erecting/installing chain link fencing without first obtaining required building permits is

prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 04/15/2016 **Status:** MCEH

work authorized by such permit is suspended or abandoned for a

4 **Details:** Every permit issued shall become invalid unless the work authorized by such permit is commenced within 6 months after its issuance, or if the

period of 6 months after the time the work is commenced (E-2012-017857-0000 Electrical, is

inactive).

Code: PBC Amendments to FBC 5th Edition (2014) - 105.4.1

Issued: 04/15/2016 **Status:** MCEH

5 Details: All parking lots shall be maintained in good condition to prevent any hazards, such as cracked

asphalt or potholes.

Code: Unified Land Development Code - 6.A.1.D.14.b.4)

Issued: 04/15/2016 **Status:** CLS

6 Details: Wheel stops or continuous curbing shall be placed two and one half feet (2.5') back from walls,

poles, structures, pedestrian walkways and landscaped areas. **Code:** Unified Land Development Code - 6.A.1.D.14.b.4)b)a)

Issued: 04/15/2016 **Status:** CLS

cc: Lantana Capital Corp Lantana Capital Corp

Agenda No.:009Status:ActiveRespondent:Vargas, Luz MCEO:Deb L Wiggins

5121 Pine Abbey Dr S, West Palm Beach, FL 33415-7478

Situs Address: 4883 Pimlico Ct, West Palm Beach, FL Case No: C-2016-05030018

PCN: 00-42-44-12-29-000-2050 Zoned: RM

Violations:

Details: Conducting Interior/exterior renovations without first obtaining required building permits is

prohibited (walls, interior doors, exterior doors). **Code:** PBC Amendments to FBC 5th Edition (2014) - 105.1

2 Details: Enclosing/altering an attached accessory structure without first obtaining required building

permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 06/24/2016 **Status:** MCEH

3 Details: Erecting/installing a detached accessory structure without first obtaining required building

permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 06/24/2016 **Status:** MCEH

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, appliances, glass, building material, construction debris, automotive parts, tires, vegetative debris, garbage, trash or similar items (this includes an inoperable vehicle, tires

and other miscellaneous items).

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a)

Issued: 06/24/2016 Status: MCEH

5 Details: Erecting/installing a plumbing fixture on the front elevation of the primary structure without

first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 06/24/2016

Status: MCEH

cc: Pbso

Vargas, Luz M

Agenda No.:010Status:ActiveRespondent:Velez, Anna MCEO:Deb L Wiggins

4590 Carver St, Lake Worth, FL 33463-2222

Situs Address: 4590 Carver St, Lake Worth, FL Case No: C-2016-07010002

CODE ENFORCEMENT

SPECIAL MAGISTRATE MODIFICATION HEARING AGENDA

JULY 19, 2017 9:00 AM

PCN: 00-42-44-24-10-000-7960 **Violations:**

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, appliances, glass, building material, construction debris, automotive parts, tires, vegetative debris, garbage, trash or similar items (no inoperative vehicles observed, all

Zoned: RM

other items appear to or may be discovered to be present).

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a) **Issued:** 09/09/2016 Status: MCEH

Agenda No.: 011 Status: Active

Respondent: Welch, Richard K; Lynch Welch, Lisa M CEO: Kenneth E Jackson

2355 Palm Rd, West Palm Beach, FL 33406-8749

Situs Address: 2355 Palm Rd, West Palm Beach, FL Case No: C-2016-08090012

PCN: 00-43-44-17-16-000-0990 Zoned: RS

Violations:

Details: Erecting/installing a carport without first obtaining required building permits is prohibited.

The first violation was case number 2011-02070015 and was hear on 10/7/2011.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 08/16/2016 Status: MCEH

2 **Details:** Erecting/installing canopy without first obtaining required building permits is prohibited.

The first violation was case number 2012-05040009 and was hear on 10/5/2012.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 08/16/2016 Status: MCEH

3 Details: Access connections for lots located on local or residential access streets shall maintain a

minimum set back from a side or rear lot line as follows:

1) Single-family or Multi-family 2 feet The first violation was case number 2015-02050021 and was hear on 7/1/2015.

Code: Unified Land Development Code - 6.C.1.A.1.a.1)

Issued: 08/16/2016 Status: MCEH

Agenda No.: 012 Status: Active

CEO: Charles Zahn **Respondent:** Probate Properties Llc

6100 Hollywood Blvd, Ste 505, Hollywood, FL 33024-7948

Situs Address: 9394 Rodeo Dr, Lake Worth, FL Case No: C-2016-05270010

PCN: 00-42-44-19-01-009-0030 Zoned: AR

Violations:

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, appliances, glass, building material, construction debris, automotive parts, tires, vegetative debris, garbage, trash or similar items.

More Specifically:(open storage of vegetative debris)

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a) Issued: 06/15/2016 Status: MCEH

Details: Weeds. All premises and exterior property shall be maintained free from weeds or uncultivated 2

vegetation: greater than seven (7) inches in height when located on developed residential or developed

nonresidential lots.

as set forth in division 6. All noxious weeds shall be prohibited. This term shall not include cultivated flowers and gardens, or native vegetation.

More Specifically:(yard area overgrown)

Code: Palm Beach County Property Maintenance Code - Section 14-32 (c) (2) Issued: 06/15/2016 Status: MCEH

cc: Probate Properties Llc Probate Properties Llc

Agenda No.: 013 Status: Active

Respondent: LN & N Corp of 2233 CEO: Dennis A Hamburger

640 Clematis St, 308, West Palm Beach, FL 33401-5306

Situs Address: 2233 Indian Rd, West Palm Beach, FL Case No: C-2016-06220026

PCN: 00-42-43-24-00-000-5270 Zoned: CG

Violations: Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in

a state of disrepair, construction debris, automotive parts, tires, garbage, trash or similar items.

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a) Issued: 08/04/2016 Status: MCEH

CODE ENFORCEMENT

SPECIAL MAGISTRATE MODIFICATION HEARING AGENDA JULY 19, 2017 9:00 AM

Details: Every permit issued shall become invalid unless the work authorized by such permit is commenced within 6 months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 6 months after the time the work is commenced.

The building official shall inspect or cause to be inspected, at various intervals, all construction or work for which a permit is required, and a final inspection shall be made of every building, structure, electrical, gas, mechanical or plumbing system upon completion, prior to the issuance of the Certificate of Occupancy or Certificate of Completion.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.4.1 PBC Amendments to FBC 5th Edition (2014) - 110.3.10

Issued: 08/04/2016 **Status:** MCEH

3 **Details:** Every sign for which a building permit is required shall be plainly marked with the corresponding permit number issued for the sign. The permit number shall be marked on permanent material with a contrasting color in numbers at least one inch in height

Code: Unified Land Development Code - 8.E.2.A

Issued: 08/04/2016 **Status:** MCEH

Details: The site plan, number 81-214, shall be the controlling plan for conditional uses, requested uses or PDDs listed below. All development site elements including, but not limited to: ingress/egress, density, and intensity in the proposed project shall be consistent with the site plan number 81-214. All plats shall be consistent with the site plan. In cases of conflict between plans, the most recently approved BCC plan or DRO final site plan, as applicable, shall prevail.

Code: Unified Land Development Code - 2.A.1.G.3.e

5 Details: Erecting/installing a driveway with turnout without first obtaining required building permits is prohibited

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 08/04/2016 **Status:** MCEH

Details: The site plan, number 81-214 shall be the controlling plan for conditional uses, requested uses or PDDs listed below. All development site elements including, but not limited to: ingress/egress, density, and intensity in the proposed project shall be consistent with the site plan 81-214. All plats shall be consistent with the site plan number 81-214. In cases of conflict between plans, the most recently approved BCC plan or DRO final site plan, as applicable, shall prevail.

Code: Unified Land Development Code - 2.A.1.G.3.e

Issued: 08/04/2016 **Status:** MCEH

cc: Code Enforcement

Agenda No.: 014 Status: Active

Respondent: Gordon, Stanley CEO: Kenneth E Jackson

700 Snead Cir, West Palm Beach, FL 33413-1232

Situs Address: 700 Snead Cir, West Palm Beach, FL Case No: C-2016-03250017

PCN: 00-42-43-35-18-014-0140 **Zoned:** RM

Violations:

Details: Erecting/installing making two bedrooms out of the living room without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

Details: Erecting/installing family room into two bedrooms without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

Details: Erecting/installing air conditioner without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

4 **Details:** Erecting/installing front porch extention without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

5 **Details:** Erecting/installing a room on the back of the shed without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

Details: Erecting/installing electric in the shed without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

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7 Details: Erecting/installing electric in the house without first obtaining required building permits is

prohibited. **Code:** PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

8 Details: Erecting/installing electric to the utility room without first obtaining required building permits is

prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

Details: Erecting/installing fence without first obtaining required building permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

10 Details: Erecting/installing a driveway, patio and walkway without first obtaining required building

permits is prohibited.

Code: PBC Amendments to FBC 5th Edition (2014) - 105.1

Issued: 03/25/2016 **Status:** MCEH

cc: Gordon, Stanley

Agenda No.: 015 Status: Active

Respondent: Guillaume, Louis CEO: Ozmer M Kosal

258 NE 20th St, Delray Beach, FL 33444-4216

Situs Address: 5375 Helene Pl, West Palm Beach, FL Case No: C-2016-02250053

PCN: 00-42-43-02-01-009-0250 **Zoned:** RM

Violations:

Details: It shall be unlawful for the owner or occupant of a building, structure or property to utilize the premises of such property for the open storage of any motor vehicle which is inoperable and in a state of disrepair, appliances, glass, building material, construction debris, automotive parts,

tires, vegetative debris, garbage, trash or similar items.

Code: Palm Beach County Property Maintenance Code - Section 14-35 (a) **Issued:** 02/25/2016 **Status:** MCEH

Agenda No.: 016 Status: Active

Respondent: UM RE Holdings, LLC CEO: Dwayne E Johnson

7284 W Palmetto Park Rd, Ste 101, Boca Raton, FL 33433

Situs Address: 8301 Stage Coach Ln, Boca Raton, FL Case No: C-2014-12300003

PCN: 00-42-43-27-05-071-0944 Zoned: AGR

Violations: 1 Details: Erecting/installing structures without first obtaining required building permits is prohibited.

Code: Palm Beach County Amendments to the Florida Building Code 2010 Edition - 105.1

Issued: 12/31/2014 **Status:** MCEH

cc: Saraga/Lipshy, Pl. Um Re Holdings, Llc

ADJOURNMENT:

"IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE SPECIAL MAGISTRATE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING HE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, HE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED."

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