



PUBLIC WORKS DEPARTMENT
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16801 Westgrove

Memorandum

To: Carmen Moran
CC: Nancy Cline
From: Clay Barnett
Date: 8/23/2007
Re: Beltway Office Park

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1. For clarity, please rename the subdivision as "Victoria Station" and label it "Lot 1R."
 2. The Dedication Statement needs to be arranged in the same order it appears in the ordinance. The signature block should follow the Dedication Statement.
 3. "OWNER'S CERTIFICATE" should be labeled at the top of the Owner's Certificate.
 4. Remove the sentence "Now, therefore, know all men by these presents:" from the Owner's Certificate (do not remove it from the Dedication Statement).
 5. The first two paragraphs in the Owner's Certificate should be combined to read "WHEREAS, OTB PARTNERS, LTD. is the owner of a 2.275 acre tract of land situated in the..."