Board Training at 4:00 PM and Board Meeting at 5:00 PM.

This meeting will be closed to in-person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconference has been granted by Texas Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19. Telephonic and videoconferencing capabilities will be utilized to allow individuals to address the Zoning Board of Adjustment on public hearing items only.

The public is entitled to participate remotely via Zoom Teleconferencing. To join the meeting by videoconference, visit the link below:

https://us02web.zoom.us/j/86411733442?pwd=OTlhsWVFTTUMzVnA1WGFXRmU3ZDl1QT09
Password: 109385

Or iPhone one-tap:
- US: +13462487799,,86411733442# or +12532158782,,86411733442#

Or Telephone:
  Dial(for higher quality, dial a number based on your current location):
  - US: +1 346 248 7799 or +1 253 215 8782 or +1 669 900 9128
  Webinar ID: 864 1173 3442

A. CALL TO ORDER (5 PM)

B. CITIZEN COMMENTS

Comments will be heard by the Zoning Board of Adjustment on public hearing agenda items only.

Members of the public who wish to submit written Citizen Comments on public hearing agenda items; comments will be accepted by mail at Hugh Pender, Building Official, 13000 William Dodson Parkway, Farmers Branch, Texas 75234. Please include your name and address.

Any comments received will be read within a 3 minute time limit.

C. REGULAR AGENDA ITEMS

20 ZBA-10 Consider approval of the May 26, 2020 Zoning Board of Adjustment Minutes, and take appropriate action.

D. PUBLIC HEARING
20 ZBA-09  Conduct a public hearing and consider an appeal request for 3751 Ridgeoak Way to the automatic suspension of the property’s short term rental license due to a minimum of three violations of Section 26-502 (i) 1 of the Code of Ordinances, and take appropriate action.

E. ADJOURNMENT

Persons who are disabled, hearing impaired or who may need special accommodations must contact the City Secretary at (972) 919-2503 at least 72 hours prior to the meeting.

Certification

I certify that the above notice of this meeting was posted 72 hours prior to the scheduled meeting time, in accordance with the Open Meetings Act, on the bulletin board at City Hall.

_________________________
City Secretary

Stamp:

_________________________
Posted By: __________________

_________________________
Posted Date:_________________
Consider approval of the May 26, 2020 Zoning Board of Adjustment Minutes, and take appropriate action.

ACTIONS:
1. I move to approve the Zoning Board of Adjustment Minutes of the May 26, 2020 regular meeting (as drafted) (as amended).
2. Any other action desired by the Board.

ATTACHMENTS:
Draft of 05-26-2020 ZBA Minutes
City of Farmers Branch

Meeting Minutes - Draft

Zoning Board of Adjustment

City Hall
13000 Wm. Dodson Pkwy
Farmers Branch, TX 75234

Tuesday, May 26, 2020  5:00 PM  Virtual Meeting

Video / Telephone Conference Meeting

This meeting was closed to in-person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconference was granted by Texas Governor Greg Abbott. These actions were being taken to mitigate the spread of COVID-19. Telephonic and videoconferencing capabilities were utilized to allow individuals to address the Zoning Board of Adjustment on public hearing items only.

A. CALL TO ORDER (5 PM)

Present:  7 - Michael Rogan, Vice Chair Mike Del Valle, Glenn Douglass, Beverly Nelson, Tommie Hylkema, Jake Gigl and Matthew Kelley

Staff:  3 - Building Official Hugh Pender, Recording Secretary Rebecca Albin Sr. Permit Technician Ava Longshore and Administrative Assistant I Louise Means

B  CITIZEN COMMENTS

Comments were heard by the Zoning Board of Adjustment on public hearing items only.

C.  REGULAR AGENDA ITEMS

20 ZBA-07  Consider approval of the April 28, 2020 Zoning Board of Adjustment Minutes, and take appropriate action.

Chairman asked the Board if they had read the minutes of the April 28, 2020 meeting and if anyone had changes to the minutes.

A motion was made by Vice Chairman Del Valle, seconded by Member Hylkema, that the minutes be approved as drafted. The motion carried by the following vote:

Aye:  5 - Chair Rogan, Vice Chair Del Valle, Member Douglass, Member Nelson and Member Hylkema

D.  PUBLIC HEARING AGENDA ITEMS

20 ZBA-08  Conduct a public hearing and consider a variance request at 3127 Pebble Beach Drive to encroach the required 15-foot side yard setback to construct a storage shed within the rear yard; and take appropriate action.
Chairman Rogan opened the public hearing and read the case into the record.

Building Official Hugh Pender presented the case.

The applicant, Robert Hrnicek of 3127 Pebble Beach Drive, Farmers Branch, TX, spoke in regard to the request.

Chairman Rogan asked for any correspondence received to be read into the record. Building Official Hugh Pender stated that out of twenty-three (23) letters, no one responded back to the request.

With no other comments or questions on the case, Chairman Rogan requested a motion to close the public hearing. The motion to close the public hearing was made by Vice Chairman Del Valle, seconded by Member Douglass. Approved unanimously.

A motion was made by Member Hylkema, seconded by Vice Chairman Del Valle, to deny a variance to the Comprehensive Zoning Ordinance, Section 2.9 A.5 d(ii) to allow a storage shed to encroach the required 15-foot side yard setback, because our determination from the facts and evidence presented at the public hearing indicate that literal enforcement of the Comprehensive Zoning Ordinance would not be contrary to public interest and would not result in an unnecessary hardship.

**Nay:** 2 - Member Douglass and Member Nelson

**Aye:** 3 - Chair Rogan, Vice Chair Del Valle and Member Hylkema

### E. ADJOURNMENT

With no other business before the Board, Chairman Rogan called for a motion to close the meeting at 5:42 PM.

**A motion was made by Member Nelson, seconded by Alternate Member Kelley, that the meeting be adjourned. The motion carried by the following vote:**

**Aye:** 5 - Chair Rogan, Vice Chair Del Valle, Member Douglass, Member Nelson and Member Hylkema

Attest:

__________________________________________
Mike Rogan, Chairman

__________________________________________
Rebecca Albin, Recording Secretary
Agenda Date: 6/16/2020

In Control: Zoning Board of Adjustment

Agenda Number:

Conduct a public hearing and consider an appeal request for 3751 Ridgeoak Way to the automatic suspension of the property’s short term rental license due to a minimum of three violations of Section 26-502 (i) 1 of the Code of Ordinances, and take appropriate action.

PUBLIC HEARING:
Jordan L. Love dba Dallas Love Shack LLC, owner of Lot 4 Block 27 A of the County Club Estates 1st section subdivision, more commonly known as 3751 Ridgeoak Way, is appealing the automatic suspension of the property’s short term rental license due to a minimum of three violations of Section 26-502 (i) 1 of the Code of Ordinances.

EXPLANATION:
In October of 2019, Ordinance 3575 went into effect regulating the use of residential properties as it pertains to Short-Term Rentals, more commonly known as and found on websites such as AirBnB, VRBO and Home Away. The City currently has 53 registered short-term rental properties within our jurisdiction. Of those 53, 44% are traditional single-family homes, 45% are multi-family apartment units and 11% are hotels. Currently there are no other properties in the City with a license in a suspended status.

RECOMMENDATION:
Staff is opposed to this request, as we have documented a minimum of four instances in which the property at 3751 Ridgeoak Way has violated provisions the City’s Code of Ordinances, therefore we believe the suspension should be upheld.

ACTIONS:
1. I move that the Board of Adjustment in this case affirm the decision of the Building Official suspending the short-term rental license issued to Dallas Love Shack, LLC because our investigation and the facts and evidence produced at the public hearing show that there is not an error in the determination made by the Building Official in the enforcement of the Ordinances as applied to this case.

2. Any other action desired by the Board. (such as reduction of suspension, continuation or tabling)

ATTACHMENTS:
Application
Aerial View Map
Location View Map
Surrounding Property Owner Map
Notice to Surrounding Property Owners
Short Term Rental Ordinance 3575
Short Term Rental Application
Suspension letter
Violations for calendar year 2020
Citations for calendar year 2020
APPLICATION to the ZONING BOARD OF ADJUSTMENT
CITY OF FARMERS BRANCH

This application will not be considered complete without all information requested below and will not be accepted without a complete and final set of plans submitted with the application, by the specified deadline.

Date of Application: 5/29/2020

LOCATION OF PROPERTY
Address/City/St/Zip: 3751 Ridge Oak Way, Farmers Branch, TX 75244
Lot: Block: Addition:
Volume: Page: Zoning District: Residential
Lot Size: Present Use of Property: Short Term Rental

APPLICANT INFORMATION
Applicant: Jordan Love
Address: 3544 Whitehall Dr
City: Dallas
Email: [redacted]
State: TX ZIP Code: 75227
Phone: [redacted]
Applicant’s interest in property: Owner [ ]Agent [ ]Lessor [ ]Option

PROPERTY OWNER INFORMATION
Property Owner: Love Shack, LLC
Address: 3544 Whitehall Dr
City: Dallas
Email: [redacted]
State: TX ZIP Code: 75227
Phone: [redacted]

Section A Permission was denied by the Building Official as it was deemed contrary to the Zoning Ordinance or Sign Regulations of the City of Farmers Branch. Therefore, appeal is now made to the Zoning Board of Adjustment to grant heretofore-requested permission. (If additional space is required to explain your request, please attach the explanation to this application.)

This is to affirm that application has been made for permission to:
This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Texas HB1147, Effective 9/1/2011.
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ORDINANCE NO. 3575

AN ORDINANCE OF THE CITY OF FARMERS BRANCH, TEXAS, AMENDING THE FARMERS BRANCH CODE OF ORDINANCES CHAPTER 26 "BUSINESSES," BY ADDING ARTICLE VIII "SHORT-TERM RENTAL HOUSING" RELATING TO THE LICENSING AND REGULATION OF SHORT-TERM RENTALS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2000.00); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Farmers Branch finds it to be in the public interest to adopt regulations relating to the use of single-family residential dwelling units as a “short-term rental” dwelling and provide for the licensing and inspection of same.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FARMERS BRANCH, TEXAS, THAT:

SECTION 1. Chapter 26 “Businesses” of the Code of Ordinances of the City of Farmers Branch is amended by adding Article VIII “Short-Term Rental Housing” to read as follows:

ARTICLE VIII. SHORT-TERM RENTAL HOUSING

Sec. 26-500. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Advertise means the written, audio, oral or other methods of drawing the public’s attention whether by brochure, written literature, or on-line posting to a Short-Term Rental in order to promote the availability of the Short-Term Rental.

Hotel/Motel Occupancy Tax means the hotel occupancy tax as defined in Chapter 78, Article III of this Code and Chapter 3 of the Texas Tax Code.

Local Emergency Contact means an individual other than the applicant, who resides within 25 miles of the subject property and who is designated by the owner/applicant to act as the owner’s authorized agent if the owner has traveled outside of the immediate area or is otherwise unavailable. The local emergency contact should be reachable on a 24-hour basis, have access to the Short-Term Rental property, and be authorized by the owner to act in the owner’s absence to address any complaints, disturbances, and emergencies.
Nonresident owner means any person who does not live, stay or dwell in a single-family residence which the person owns.

Owner means the person who, in accordance with the most recently recorded deed, deed of trust, security instrument, trust instrument, affidavit of heirship, muniment of title or other similar document indicating title to real property recorded in the Official Public Records of Dallas County, Texas, is vested in, the ownership, dominion or title of real property, including, but not limited to:

1. The owner of a fee simple title; or
2. The owner of a life estate; or
3. The purchaser named in an executory contract for conveyance entered in compliance with Title 2, Chapter 5, Subchapter D of the Texas Property Code, as amended, and recorded in the Official Public Records of Dallas County, Texas if required by V.T.C.A., Property Code § 5.076, as amended; or
4. A mortgagee, receiver, executor or trustee in control of real property.

Person means an individual, corporation, business trust, estate, trust, partnership or association, two or more persons having a joint or common interest, or any other legal or community entity.

Resident owner means any person who lives, stays, or dwells in a single-family residence which the person owns.

Single-family residence means a single-family residence as referred to in this article which includes the following:

1. One-family dwelling (detached): A dwelling designed and constructed for occupancy by one family and located on a lot or separate building tract and having no physical connection to a building located on any other lot or tract;
2. One-family dwelling (attached): A dwelling which is joined to another dwelling at one or more sides by a party wall or abutting separate wall and which is designed for occupancy by one family and is located on a platted separate lot, delineated by front, side and rear lot lines;
3. Two-family dwelling: A single structure designed and constructed with two dwelling units under a single roof for occupancy by two families, one in each unit; and
Condominium: The separate ownership of single dwelling units in a multiple unit structures with common elements and;

Multi-family dwelling or Apartment. Any building or portion of a building, which is designed, built, rented, leased or let to be occupied as three or more dwelling units or apartments or which is occupied as a home or place of residence by three or more families living in independent dwelling units.

Short-Term Rental means any single-family residence as defined in this Article leased or rented for a period of thirty consecutive days or less. This term does not include Hotels, Residence Hotels, boarding houses, or rooming houses as defined in Chapter 94, Article 7.3 of this Code.

Short-Term Rental License means the license issued by the building official pursuant to this article.

Sec. 26-501. License required.

(a) It shall be unlawful for any owner to advertise, offer to rent, or rent, lease, sublease, license or sublicense a single-family residence in the City as a Short-Term Rental without a current and valid Short-Term Rental License having been issued for such use. Any nonresident owner leasing or renting more than one single-family residence as a Short-Term Rental within the City shall obtain a Short-Time Rental License for each separate Short-Term Rental.

(b) A nonresident owner, or the nonresident owner's authorized agent, of a Short-Term Rental shall file with the building official any and all trade names under which he operates with respect to the leasing or renting of each Short-Term Rental.

(c) It shall be unlawful for any owner or Short-Term Rental Licensee to fail to include a written prohibition against the use of a Short-Term Rental for having a party in every advertisement, listing, or other publication offering the premises for rent.

(d) It shall be unlawful for any owner or Short-Term Rental Licensee to permit the use of the Short Term Rental for the purpose of: housing sex offenders; operating a structured sober, recovery or other purpose living home or similar enterprise; selling illegal drugs; selling alcohol or another activity that requires a permit or license under the Texas Alcoholic Beverage Code; or operating as a sexually oriented business.
Sec. 26-502. License application; place of business; issuance; suspension; renewal and expiration; appeals.

(a) Except as provided in Section 26-502(b), no owner shall lease or rent a single-family residence as a Short-Term Rental without first obtaining a Short-Term Rental License as required by this article.

(b) Owners leasing or renting a single-family residence as a Short-Term Rental prior to October 1, 2019, shall make an application for a Short-Term Rental License not later than the tenth (10th) day after being notified by the building official of the requirement to obtain a Short-Term Rental License or not later than October 31, 2019, whichever occurs first.

(c) An applicant for a Short-Term Rental License shall file with the building official either an electronic on-line application or a written application upon a form provided for that purpose which shall possess an electronic signature or be signed by the resident owner, nonresident owner, the nonresident owner's agent, or the property manager or resident manager, if there be such. Should an applicant own more than one single-family residence which is leased or rented as a Short-Term Rental, a separate application shall be filed for each location. The following information shall be required in the application:

1. Name, address, e-mail address, and telephone number of the resident owner, nonresident owner, property manager, resident manager, local emergency contact, and mortgagee, if there is a mortgage against property;

2. Trade name of resident owner or nonresident owner;

3. Names and addresses of all registered agents should the parties named in this subsection be corporations;

4. Zoning classification(s);

5. Floor plan with dimensioned room layout; and

6. Acknowledgement of receipt of a copy of this article and agreement to comply with all provisions of this article as a condition to receiving and maintaining a Short-Term Rental License.

(d) All licenses shall expire one year from the date of issuance of the Short-Term Rental License.

(e) A Short-Term Renewal License may be renewed for a period of one year commencing on the date after the initial license or the then current renewal
license ends. An application for renewal of a Short-Term Rental License shall be submitted by the owner of the Short-Term Rental not later than 30 days prior to the last date of the current Short-Term Rental License.

(f) Upon receipt of an application for renewal of a Short-Term Rental License, the building official may deny the renewal request if there is reasonable cause to believe that:

(1) the applicant has been charged with violating any ordinance of the city, or any state or federal law on the premises or has permitted such a violation on the premises by any other person; or

(2) there are grounds for suspension, revocation, or other sanctions as provided in this article.

(g) The building official may, at any time, require additional relevant information of the resident owner, nonresident owner, or property manager to clarify any aspect of the application.

(h) All Short-Term Rentals and holders of a Short-Term Rental License shall be listed on a registry created by the city and updated periodically by the city. The city shall publish the registry, and a copy shall be sent electronically to any person upon request.

(i) A Short-Term Rental License may be suspended for a period not less than six months and not more one year due to a proven pattern of unacceptable behavior if:

(1) as a direct result of the operation of the Short-Term Rental, the Short-Term Rental has been the subject of a violation of any City ordinances at least three times during one calendar year or been the subject of a violation of any other state or federal law;

(2) the Short-Term Rental provider is delinquent in the remittance of the required hotel/motel occupancy tax by more than 90 days despite notice from the city; or

(3) violating the standards enacted in this ordinance.

(j) The owner of a Short-Term Rental whose license has been suspended or revoked according to Section 26-506 can appeal the suspension or revocation to the zoning board of adjustment by filing a written appeal with the City’s building official within 30 days of the receipt of notice of the suspension or revocation. All appeals will go to the zoning board of adjustment for a hearing and final decision not later than 20 days after the appeal is filed.
(1) Failure of any person to file an appeal in accordance with the provisions of this article shall constitute a waiver of the right to a hearing by the zoning board of adjustment and the building official's decision shall be final.

(2) Orders of the building official are stayed pending resolution of the appeal by the zoning board of adjustment.

(3) Based on the evidence presented, the Zoning Board of Adjustment may uphold, shorten (in the case of a suspension), modify a revocation into a suspension, or reverse the decision of the Chief Building Official to suspend or revoke the license.

(4) Decisions of the zoning board of adjustment are final.

Sec. 26-503. License fees.

The annual fee for a Short-Term Rental License in the amount of $120.00, including renewals, shall be paid at the time of submission of the application.

Sec. 26-504. License display, replacement and transferability.

(a) A copy of each Short-Term Rental License issued pursuant to this article for a Short-Term Rental shall be conspicuously displayed at the Short-Term Rental for which such license is issued.

(b) A replacement Short-Term Rental License may be issued for one lost, destroyed or mutilated upon application on the form provided by the building official. A replacement Short-Term Rental License shall have the word "replacement" applied across its face and shall bear the same license number as the one it replaces.

(c) A Short-Term Rental License is not assignable or transferable.

(d) The form of the Short-Term Rental License shall be prepared by the building official.

Sec. 26-505. License standards.

(a) *Compliance with standards.* Continuous compliance with the standards contained in this section are conditions for the retention of a Short-Term Rental License and issuance of a renewal of a Short-Term Rental License.
(b) **Limitation on number of occupants.** It shall be unlawful for any person to permit or allow overcrowding as defined by the Minimum Housing Standards in any Short-Term Rental.

(c) **Building, electrical, plumbing, etc., standards.** The holder of a Short-Term Rental License shall at all times comply with all city building, electrical, plumbing, health, zoning, and other applicable ordinances, including but not limited to the Property Maintenance Code and Minimum Housing Standards, in the operation and maintenance of the Short-Term Rental for which the Short-Term Rental License has been issued.

(d) **Records; contents.** The holder of a Short-Term Rental License shall keep records that reflect the following information in a current manner regarding the rental of the holder’s Short-Term Rental:

1. Names, addresses, e-mail addresses, and telephone numbers of all persons financially responsible for renting the Short-Term Rental.

2. The dates and length of each rental period.

The records shall be available for review by the building official, or his designated representative, during regular working hours and upon receipt of reasonable notice.

(e) **Minimum rental period.** It shall be unlawful for an owner to lease a Short-Term Rental for less than two consecutive nights.

(f) **Minimum age requirement.** It shall be unlawful for a resident owner or nonresident owner to lease a Short-Term Rental to any person under the age of 21. Notwithstanding the foregoing to the contrary, it shall not be unlawful for a person who is 20 years of age or younger to occupy a Short-Term Rental provided, the person responsible for renting the Short-Term Rental is 21 years of age or older.

(g) **Hotel/Motel Occupancy Tax.** It shall be unlawful for a resident owner or nonresident owner to operate a Short-Term Rental without paying the required hotel/motel occupancy taxes pursuant to Chapter 78, Art. III of this Code.

Sec. 26-506. **Inspections; re-inspections; suspension and revocation of license.**

(a) **Inspections; access.** The resident owner, nonresident owner, resident manager and property manager, as a condition to the issuance of a Short-Term Rental License required by this article, shall consent and agree to permit and allow the city's building official to make the following
inspections of the Short-Term Rental when and as needed to ensure compliance with this article:

(1) Right and access to inspect all portions of the premises and structures located on the premises that are not dwelling units, including, but not limited to, all storage areas, detached garages, and swimming pools, upon reasonable advance notice being given to the resident owner, nonresident owner, property manager or resident manager;

(2) Right and access to inspect all unoccupied dwelling units upon giving reasonable notice to resident owner, nonresident owner, resident manager or property manager;

(3) Right and access to inspect all occupied dwelling units when, upon receipt of reliable information, the building official has reason to believe that violations of the ordinances of the city or state law exist that involve serious threats to life, safety, health and property; and

(4) Before the Short-Term Rental License and any renewal of the Short-Term Rental License is approved, and before the rental of any single-family residence as a Short-Term Rental under this article, the resident owner, nonresident owner, resident manager or property manager shall request an inspection and make the single-family residence available for inspection by the building official. The building official and the resident owner, nonresident owner, resident manager and property manager shall agree on a reasonable date and time for the requested inspection.

(b) Admission to premises. The building official and his designee may enforce the provisions of this article upon presentation of proper identification to the occupant in charge of the Short-Term Rental and may enter, with the occupant's permission, any Short-Term Rental between the hours of 8:00 a.m. and 6:00 p.m.; provided, however, that in cases of emergency where extreme hazards are known to exist which may involve imminent injury to persons, loss of life, or severe property damage, the building official may enter the Short-Term Rental referenced in subsection (a) of this section at any time and upon presentation of identification and the occupant's permission shall not apply. Whenever the building official is denied admission to inspect any Short-Term Rental under this provision, inspection shall be made only under authority of a warrant issued by a magistrate authorizing the inspection.

(c) Reinspection. If any of the inspections authorized by this article require a second reinspection due to noted violations, then a reinspection fee of $50 shall be paid prior to the second reinspection.
(d) **Suspension or Revocation of License.** Failure of an owner to comply with the provisions of this article after receipt of written notice of the violation from the building official setting out the violations and the time allowed to rectify the violations, the Short-Term Rental License authorized by this article issued to the owner may be suspended or revoked.

(e) **Reinstatement.** Any person requesting a reinstatement or reissuance of a Short-Term Rental License that has been suspended or revoked shall be required to apply for and receive a new Short-Term Rental License issued under this article as a condition precedent to the reissuance or reinstatement of the certificate of occupancy.

**Sec. 26-507. Presumption; presentation of documents or affidavit.**

(a) **Presumption.** It shall be a rebuttable presumption that a single-family residence that is occupied by one or more person(s) who are not the owner is being occupied pursuant to an agreement between the owner and the occupant(s) of the single-family residence wherein the occupant(s) have agreed to lease said residence from the owner.

(b) **Presentation of documents or affidavits.** Any resident owner or nonresident owner claiming that the owner is not required to obtain a Short-Term Rental License pursuant to this article shall, not later than five business days following receipt of a written request of the building official or, in the case of an appeal filed pursuant to section 26-507, the city manager, deliver to the building official or city manager a true and correct copy of any agreements, documents of title, letters of administration, letters testamentary, executory contracts for conveyance (also known as "contracts for deed"), affidavits, or other documents that establish to the satisfaction of the building official or the city manager that a landlord/tenant relationship does not exist between the owner and the occupant(s) of the single-family residence. Unless an extension of the time for delivery of such documents or affidavits is granted by the building official or city manager, as the case may be, the failure of the owner to present the requested documents within the time provided by this subsection (b) shall result in the presumption described in subsection (a), above, becoming irrefutable.

**Sec. 26-508. Violation and penalties.**

Any person who shall violate a provision of this article or shall fail to comply with any requirements thereof, shall be guilty of a misdemeanor, and upon conviction thereof in Municipal Court, shall be punishable by a fine not more than two thousand dollars ($2,000.00) for each offense. Each day that a violation continues after due notice has been served shall be deemed a separate offense.
SECTION 2. All provisions of the ordinances of the City of Farmers Branch in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Farmers Branch not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. Should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

SECTION 4. An offense committed before the effective date of this ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be punished by a fine not to exceed the sum of two thousand dollars ($2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

SECTION 6. This Ordinance shall take effect on October 1, 2019, and the publication of the caption, as the law and charter in such cases provide.


ATTEST:  
Amy Piukana, City Secretary

APPROVED:  
Robert C. Dye, Mayor

APPROVED AS TO FORM:

Peter G. Smith, City Attorney

(kbl:8/8/19:108081)
City of Farmers Branch
Short Term Rental Permit Application

Application must be filled out, signed, and submitted with all required documents attached and a $120.00 registration fee.

☑ Owner Occupied ☒ Non-Owner Occupied

Requirements Checklist
☑ No External Signage
☑ Working Smoke Alarms
☑ Working Carbon Monoxide Detector
☑ Informational Brochure for Guests
☑ Maximum Number of Occupants Permitted
☑ Floor Plan Layout with Room Dimensions
☑ Site Plan/Survey Showing Max Vehicle
☑ Two Forms of Proof of Primary Residence of Property Owners

1 Occupancy limit - no more than two adults per bedroom plus two additional adults with a maximum of 10 persons total - adult and children combined.
2 Proof of primary residence may include: motor vehicle registration, driver's license, Texas State Identification card, voter registration, property tax documents, or utility bill.

Property Address of the Short Term Rental
3751 RIDGE OAK WAY, FARMERS BRANCH TX 75244

Property Owner Information
Name: THE DALLAS LOVE SHACK LLC

Mailing Address: 3544 WHITEHALL DR, DALLAS TX 75229

Phone Number: ___________________________ 24 Hour Contact Number: ___________________________

Email: ___________________________ Mortgagee: ___________________________

Property Owner's Local Emergency Contact Representative (24 Hour & Within 25 miles)
Name: SANDY LOVE

Mailing Address: 720 MARLEE CIR, COPPELL TX 75019

Phone Number: ___________________________ 24 Hour Contact Number: ___________________________

Email: ___________________________

If someone other than the property owner will be paying the hotel occupancy taxes for this property, please provide the name and full contact information:

☑ I certify that I am the property owner and I will provide an informative brochure to my guests that includes my 24 hour contact information and a local 24 hour contact number should I be out of town during the rental of my property, pertinent neighborhood information (such as noise restrictions, waste collection schedules and regulations, parking restrictions, etc), and information to assist guests in the case of emergencies. I understand that I shall include the correct limits of guests and vehicles when advertising the property as a short term rental based on City of Farmers Branch Ordinance 3575 and will include the prohibition against the use of the property for having a party in every advertisement, listing or other publication offering the premises for rent and will include the permit number assigned to the property by the City of Farmers Branch as a short term rental property in all advertisements. I understand that there are certain zoning uses that are strictly prohibited.

Date of Application: 10/11/2019
Signature: ___________________________

BELOW FOR CITY USE ONLY
Permit Fee: $120.00 Payment Date: 10/15/2019 Date Approved: ___________________________
Expiration Date: ___________________________

Approved By: ___________________________ Permit Number: ___________________________

8/1/2019
3751 Ridgeoak Way
Being Lot 27-A, Block 4, Country Club Estates, First Section, an
addition to the City of Farmers Branch, Dallas County, Texas,
according to map or plat thereof recorded in Volume 220, Page(s)
1693, of the Map and/or Plat Records of Dallas County, Texas.

LEGEND
- 1/2" Rod Found
- 1/2" Rod Set
- 3/8" Rod Found
- "X" Found/Set
- P-FV Nail Found
- Fence Post
- For Corner
- Controlling Monument
- AC
- Air Conditioner
- Pool Equipment
- Transformer Pad
- Brick Column
- Power Pole
- Underground Electric
- Overhead Electric
- -OH-
- Overhead Electric Power
- -OES-
- Chain Link
- Wood Fences, 6" Wide Typical
- -IRF-
- Barbed Wire
- Edge of Pavement
- Edge of Gravel
- Concrete
- Covered Area

13.5' ALLEY

N 63°07'20" W 82.23'

FRAME SHED
ON CONCRETE

ONE STORY
FRAME GARAGE

ONE STORY
BRICK AND FRAME

4' X 30' ANCHOR ESMT.

17.7'

21.3

1.8

11.8

36.2

32.3

16.0

125.00

125.00

S 63°07'20" W 82.23'

RIDGEOAK WAY

50° R.O.W.

LOT 26-A

LOT 27-A

LOT 28-A

9.1'

1.2'

1.2'

460.30' TO
PENNystone Drive

NOTES:
- BEARINGS, EASEMENTS AND BUILDING LINES ARE BY RECORDED PLAT UNLESS
OTHERWISE NOTED.
- FLOOD NOTE: According to the F.I.R.M., No. 4611300190 K, this property does lie
in Zone X and does not lie within the 100 year flood zone.

This survey is made in conjunction with the information provided by Hexter-Fair/First
American Title Company. Use of this survey by any other parties and/or for other
purposes shall be at user's own risk and any loss resulting from such use shall not
be the responsibility of the undersigned. This is to certify that I have on this date
made a careful and accurate survey on the ground of the subject property. The plat
herein is a correct and accurate representation of the property lines and dimensions
as indicated; location and type of buildings are as shown; and EXCEPT AS SHOWN,
there are no visible and apparent encroachments or protrusions on the ground.

Drawn By: M.A.N.
Scale: 1" = 20'
Date: 11/03/15
GF No.: 2083761-HXF75
Job No. 1517441

C.B.G. Surveying,
12025 Shiloh Road, Ste.
Dallas, TX 75228
P 214.349.9485
F 214.349.2216
Firm No. 10168800
www.cbgdfw.com

EXCEPTIONS:

NOTE: PROPERTY SUBJECT TO TERMS,
CONDITIONS, AND EASEMENTS
CONTAINED IN INSTRUMENT RECORDED IN
VOL. 49, PG. 9, VOL. 220, PG. 1683
VOL. 5750, PG. 398, VOL. 253, PG. 886

Accepted by:
Purchaser

25
### Transactions

<table>
<thead>
<tr>
<th>Category</th>
<th>Product</th>
<th>Units</th>
<th>Unit $</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Code Enforcement Fees</td>
<td>Short Term Rental License</td>
<td>1</td>
<td>$120.00</td>
<td>$120.00</td>
</tr>
</tbody>
</table>

Amount Paid $ 120.00

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### Account Summary

| U7 1011 422109 | $120.00 |

### Category Summary

| Code Enforcement Fees | $120.00 |

---

received from

The Dallas Don
3751 Ridge Oak Way
Farmers Branch, TX 75234

---

Miscellaneous Fees
Receipt No.: 19-7059
Receipt Date: 10/15/2019
Receipt Time: 1:55 PM
Payment Method: Check
Payment Note: ck# 2020

---

received by

Mandy Pittman
Customer Service Permit Tech
Community Services
13000 William Dodson Pkwy
Farmers Branch, TX 75234
(872) 919-2549 Phone
March 30, 2020

Correction Notice

ID #: 20-02167

Dallas Love Shack LLC c/o Jordan L Love
3544 Whitehall Dr.
Dallas, TX 75229
USA

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Dallas Love Shack LLC c/o Jordan L Love:

The City of Farmers Branch is committed to assuring that the community continues to be a great place to live and work. To this end, a goal to "continue aggressive and effective code enforcement" has been established. City staff has been directed to enforce prompt correction of all code violations, as they erode property values, decrease the quality of life and deteriorate neighborhoods. You have been sent this notice because a code violation was observed on the above referenced property on Mar. 27, 2020 05:26 pm. We are asking for your prompt attention to this violation in order to bring the property into compliance with the city Code. The violation observed is described below:

Violation: Please cut all high grass / weeds on property. Yards must also be trimmed and edged per city ordinance. This includes along fence line in easement / alley and up to half of the easement behind your respective property.

The condition described above is in violation of Section 56-81 (h) 1-5 of the Code of Ordinances, which states, "... weeds, grass and brush shall be maintained at a height not exceeding eight inches." "...all ground cover including but not limited to grass, weeds, ivy and other ground covers shall be maintained by mowing, trimming and/or edging so as to be in conformance with subsection (1) of this section and shall be maintained so as not to encroach over the edge of sidewalks pedestrian ways, driveway, flat work, curbs and street pavement."

This is your official notice that you will need to bring the property into compliance by mowing all high grass and weeds on the property that exceeds 8 inches in height and trimming, edging and/or removing any grass, weeds or other ground cover that extends over any sidewalk, driveway, or into the street, including grass growing in the paved areas no later than Apr 6, 2020.

Should the violation not be corrected by the specified date the City may exercise additional enforcement action which may include but is not limited to misdemeanor citations into municipal court, injunctive relief in civil court and/or city performed abatement. These actions can result in additional costs to you in fines, abatement costs and/or liens on the property. Please make the necessary arrangements to have your property maintained in conformance with the ordinances at all times.

Prompt correction of this violation will serve to enhance your neighborhood. If you have any questions or there exist special circumstances that may prevent you from correcting the violation within the specified time period, please contact me at (972) 919-2665.

Sincerely,

Barry Boyd

RECIPIENTS: Dallas Love Shack LLC c/o Jordan L Love (Owner), Jordan Love (Owner)
March 30, 2020

Correction Notice

ID #: 20-02167

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love:

The City of Farmers Branch is committed to assuring that the community continues to be a great place to live and work. To this end, a goal to "continue aggressive and effective code enforcement" has been established. City staff has been directed to enforce prompt correction of all code violations, as they erode property values, decrease the quality of life and deteriorate neighborhoods. You have been sent this notice because a code violation was observed on the above referenced property on Mar. 27, 2020 05:26 pm. We are asking for your prompt attention to this violation in order to bring the property into compliance with the city Code. The violation observed is described below:

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Prompt correction of this violation will serve to enhance your neighborhood. If you have any questions or there exist special circumstances that may prevent you from correcting the violation within the specified time period, please contact me at (972) 919-2665.

Sincerely,

Barry Boyd

RECIPIENTS: Dallas Love Shack LLC c/o Jordan L Love (Owner), Jordan Love (Owner)
April 20, 2020

Correction Notice

ID #: 20-02814

Dallas Love Shack LLC c/o Jordan L Love
3544 Whitehall Dr.
Dallas, TX 75229
USA

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Dallas Love Shack LLC c/o Jordan L Love:

The City of Farmers Branch is committed to assuring that the community continues to be a great place to live and work. To this end, a goal to "continue aggressive and effective code enforcement" has been established. City staff has been directed to enforce prompt correction of all code violations, as they erode property values, decrease the quality of life and deteriorate neighborhoods. You have been sent this notice because a code violation was observed on the above referenced property on Apr. 17, 2020 04:32 pm. We are asking for your prompt attention to this violation in order to bring the property into compliance with the city Code. The violation observed is described below:

Violation: Trash out too early. Your trash pick up days are Tuesday and Thursday. You may place trash for pick up after 6pm on the day before your scheduled pick up days. Annual Notice- future violations will result citations.

The condition described above is in violation of Section 66-37 (e) of the Code of Ordinances, which states, "disposable refuse containers and/or rollout containers shall not be placed for pickup earlier than 6:00 p.m. on the day immediately preceding the day of collection". Residents with special considerations or physical limitations may be allowed individual exceptions to the time or location garbage is placed for pickup by the city, with prior written approval obtained from the director of public works.

This is your official notice that you will need to bring the property into compliance by not placing items at curb for collection until after 6:00 pm the evening before your scheduled day of collection no later than Apr 27, 2020.

Should the violation not be corrected by the specified date the City may exercise additional enforcement action which may include but is not limited to misdemeanor citations into municipal court, injunctive relief in civil court and/or city performed abatement. These actions can result in additional costs to you in fines, abatement costs and/or liens on the property.

Prompt correction of this violation will serve to enhance your neighborhood. If you have any questions or there exist special circumstances that may prevent you from correcting the violation within the specified time period, please contact me at (972) 919-2667.

Sincerely,

Prakash Abraham

RECIPIENTS: Dallas Love Shack LLC c/o Jordan L Love (Owner), Jordan Love (Owner)
Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love:

The City of Farmers Branch is committed to assuring that the community continues to be a great place to live and work. To this end, a goal to "continue aggressive and effective code enforcement" has been established. City staff has been directed to enforce prompt correction of all code violations, as they erode property values, decrease the quality of life and deteriorate neighborhoods. You have been sent this notice because a code violation was observed on the above referenced property on Apr. 17, 2020 04:32 pm. We are asking for your prompt attention to this violation in order to bring the property into compliance with the city Code. The violation observed is described below:

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Should the violation not be corrected by the specified date the City may exercise additional enforcement action which may include but is not limited to misdemeanor citations into municipal court, injunctive relief in civil court and/or city performed abatement. These actions can result in additional costs to you in fines, abatement costs and/or liens on the property.

Prompt correction of this violation will serve to enhance your neighborhood. If you have any questions or there exist special circumstances that may prevent you from correcting the violation within the specified time period, please contact me at (972) 919-2667.

Sincerely,

Prakash Abraham

RECIPIENTS: Dallas Love Shack LLC c/o Jordan L Love (Owner) , Jordan Love (Owner)
May 5, 2020

Mr. Jordan L. Love  
Dallas Love Shack LLC  
3544 Whitehall Drive  
Dallas, Texas 75229-2652

RE: Suspension of Short-Term Rental License located at 3751 Ridgeoak Way.

Dear Mr. Love,

This letter is to notify you that under the provisions of Sections 26-502(i) and 26-506 of the City of Farmers Branch Code of Ordinances the short-term rental license for 3751 Ridgeoak Way has been suspended for a period of six (6) months effective immediately for the following violations:

- March 27, 2020: High grass and weeds (C.O. 56-81(h))
- April 12, 2020: Pool party in back yard in violation of state and county control orders
- April 17, 2020: Trash set out too early (C.O. 66-37(e))
- May 2, 2020: Noise disturbance (C.O. 34-246)
- May 2, 2020: Renting of property in violation of countywide ban

You may appeal this suspension pursuant to Section 26-502(j) of the City of Farmers Branch Code of Ordinances by filing a written appeal with the City's building official within thirty (30) days the receipt of this notice. The appeal of a suspension of a short-term rental license is heard by the Zoning Board of Adjustment. Failure to file an appeal in accordance with the provisions of Article VIII of the City of Farmers Branch Code of Ordinances constitutes a waiver of the right to a hearing by the Zoning Board of Adjustment and the Building Official's decision shall be final. Please note that if you continue to offer 3751 Ridgeoak Way or any portion thereof for rent and/or use as a short-term rental, you are subject to the issuance of class c misdemeanor citations which carry fines of up to $2000.00 per day, per violation. Persons present at your property in violation of the City Ordinances and COVID-19 control orders issued by Governor Abbott and Dallas County are subject to criminal penalties and may face arrest by the Farmers Branch Police Department.

Sincerely,

Hugh Pender  
Director of Community Services  
City of Farmers Branch Texas  
(972)919-2550  
hugh.pender@farmersbranchtx.gov
CITATION #20-03443

Jordan Love
3544 Whitehall Dr.
Dallas, TX 75229

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&c) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

Should you have any questions regarding the citation issued against you or would like details regarding this charge, you may contact the Code Enforcement Officer at (972) 919-1414

Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk's Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03443

Jordan Love
3751 RIDGEOAKWAY
Farmers Branch, TX 75234

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

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Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk’s Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03446

Jordan Love
3544 Whitehall Dr.
Dallas, TX 75229

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

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Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk’s Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03446

Jordan Love
3751 RIDGEOAK WAY
Farmers Branch, TX 75234

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

Should you have any questions regarding the citation issued against you or would like details regarding this charge, you may contact the Code Enforcement Officer at (972) 919-1414

Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk's Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer

May 9, 2020
CITATION #20-03485

Jordan Love
3544 Whitehall Dr.
Dallas, TX 75229

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(l) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

Should you have any questions regarding the citation issued against you or would like details regarding this charge, you may contact the Code Enforcement Officer at (972) 919-1414

Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk's Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03485

Jordan Love
3751 RIDGEOAK WAY
Farmers Branch, TX 75234

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

Should you have any questions regarding the citation issued against you or would like details regarding this charge, you may contact the Code Enforcement Officer at (972) 919-1414

Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk's Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03555

Jordan Love
3544 Whitehall Dr.
Dallas, TX 75229

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

The condition described above is in violation of Section 26-502(i) and 26-506(d&e) of the Code of Ordinances, which states, "for any owner to advertise, offer to rent, or rent, lease, sublease or sublicense a single-family residence in the City with a current short-term rental housing license that has been suspended."

Should you have any questions regarding the citation issued against you or would like details regarding this charge, you may contact the Code Enforcement Officer at (972) 919-1414

Please Note:

Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk’s Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
May 16, 2020

CITATION #20-03555

Jordan Love
3751 RIDGEOAK WAY
Farmers Branch, TX 75234

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

You have been sent this notice because you are being charged with a code enforcement violation. Please find attached your court summons, which lists your date and time to appear at the Farmers Branch Municipal Court of Record #1. The violation you have been charged with is:

Violation: SUSPENDED SHORT-TERM RENTAL LICENSE

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Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk’s Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
May 26, 2020

CITATION #20-03734

Jordan Love
3544 Whitehall Dr.
Dallas, TX 75229

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

Dear Jordan Love

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Sincerely,

Prakash Abraham
Code Enforcement Officer
CITATION #20-03734

Jordan Love
3751 RIDGEOAK WAY
Farmers Branch, TX 75234

Re: 3751 RIDGEOAK WAY, Farmers Branch, Texas

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Failure to appear at your scheduled court date and time can result in additional fees, costs and a warrant being issued for your arrest. Should you not want to appear in court, you may pay your fine in person at the Farmers Branch Municipal Court Clerk's Office.

Sincerely,

Prakash Abraham
Code Enforcement Officer
COMMUNICATIONS

Event Report

Event ID: 2020-113089  Call Ref #: 16  Date/Time Received: 05/02/20 00:49:27

Rpt #:  Prime: B4706  Services Involved
Call Source: PHONE Unit: BONNER, TYLER  LAW

Location: 3751 RIDGEOAK WAY
Jur: CAD  Service: LAW  Agency: FBP
X-ST: PENVYSTONE DR  St/Beat: FB06  District: RA: 4E12
WILDDALE DR  Phone: GP: 4F2

Business:

Nature: DISTURBANCE NOISE  Alarm Lvl: 1  Priority: 5  Medical Priority:

Redclassified Nature:

Caller: PALAVICINI, AMADO  Alarm:
Addr: 3808 RIDGEOAK WAY  Phone: (469) 867-7701  Alarm Type:

Vehicle #:  St: Report Only: No  Race:  Sex:  Age:

Call Taker: DTAYLOR  Console: CAD06

Geo-Verified Addr.: Yes  Nature Summary Code:  Disposition: NR  Close Comments:

Notes: AND THE CITY COUNCIL MEMBER REPLIED STATING THAT THE LOCKDOWN WAS STILL VALID [05/02/20 00:55:06 DTAYLOR]
Officer made contact with subjects who advised they would keep the noise down. Officer did not hear much noise until directly in front of the house. Freeway noise drowned out most of the noise from the resid [05/02/20 00:55:04 Unit:B4706]
CALLER STATED HE EMAILED A CITY COUNCIL MEMBER EARLIER [05/02/20 00:54:36 DTAYLOR]
CALLER STATES PD NEEDS TO GO TO THE FRONT OR THE BACK [05/02/20 00:54:25 DTAYLOR]
THINKS THEY'RE CARRYING LIQUOR [05/02/20 00:53:19 DTAYLOR]
(B4706) WILL STILL ADV [05/02/20 00:53:14 DHELMKAMP]
CALLER STATES SUBJS ARE CURRENTLY TAKING STUFF INSIDE THE HOUSE [05/02/20 00:53:11 DTAYLOR]
CALLER STATES THE CARS ARE PARKED ALL AROUND [05/02/20 00:52:42 DTAYLOR]
ONE IS A LARGE PARTY BUS [05/02/20 00:52:25 DTAYLOR]
APPROX 10 OR 11 CARS AT LOCATION [05/02/20 00:52:12 DTAYLOR]
HAS BEEN GOING ON SINCE APPROX 2000 [05/02/20 00:50:43 DTAYLOR]
CALLER GIVING THIS ADDRESS FOR THE LOVE SHACK/ AIR B&B [05/02/20 00:50:18 DTAYLOR]
CALLER STATES PARTY GOING ON AT THE LOVE SHACK [05/02/20 00:49:59 DTAYLOR]

Times

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<tr>
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<th>Time From Call Received</th>
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<td>Call Take Finished:</td>
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<td>1st Dispatch: 05/02/20 00:50:12</td>
<td>00:00:45 (Time Held)</td>
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<td>1st En-Route: 05/02/20 00:50:12</td>
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<td>1st Arrive: 05/02/20 00:52:45</td>
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Report Generated: 05/04/2020 08:12:05  User ID: FBP1285
### Event Log

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</table>
COMMUNICATIONS

Event Report

Event ID: 2020-113122 Call Ref #: 49 Date/Time Received: 05/02/20 02:04:57

Rpt #: Prime: B4707 Services Involved
Call Source: PHONE Unit: CERVANTES, EDUARDO LAW

Location: 3751 RIDGEOAK WAY Jur: CAD Service: LAW Agency: FBP
X-ST: PENNYSTONE DR St/Beat: FB06 District: RA: 4E12
WILDDALE DR Phone: GP: 4F2

Business:

Nature: DISTURBANCE NOISE Alarm Lvl: 1 Priority: 5 Medical Priority:

Reclassified Nature:

Caller: PALAVICINI, AMADO Alarm:
Addr: 3751 RIDGEOAK WAY Phone: (469) 867-7701 Alarm Type:

Vehicle #: St: Report Only: No Race: Sex: Age:

Call Taker: SMCKINNEY Console: CAD09

Geo-Verified Addr.: Yes Nature Summary Code: Disposition: NR Close Comments:

Notes: Sgt. Roddy was requested to contact a neighbor on Ridgeoak. Amado Palavicini, regarding the ongoing issue of parties at 3751 Ridgeoak. Mr. Palavicini was frustrated that more was not being done to stop the parties. He stated that there were about 25 people at the house and 14-17 cars and that they were filming something. Sgt. Roddy contacted Officer Garcia who responded to the location. Officer Garcia stated that when he arrived there were approximately 7 cars parked on the street. He was unsure how many of the cars belonged to people inside the house. He stated that he observed approximately 10 people in or around the house. He stated that he did observe what appeared to be a film crew. He stated that about 6 or 7 of the people including the "film crew" left while he was there. Mr. Palavicini was told that code enforcement would be notified. [05/02/20 03:55:15 Unit: B4730]
Offc contacted the listed subject and advised them of the noise complaint. Several people left the location and 4 others remained inside the home [05/02/20 02:23:32 Unit: B4704]
CALLER WAS REPEATING THAT OFFICERS DID NOT RESPOND TO PRIOR CALL. CT ADVISED RP THAT OFFICERS DID GO OUT TO LOCATION EARLIER [05/02/20 02:08:46 SMCKINNEY]
NOT NEEDING CONTACT [05/02/20 02:07:17 SMCKINNEY]
RP CONCERNED DUE TO AMOUNT OF NOISE AND PEOPLE AT LOCATION [05/02/20 02:06:40 SMCKINNEY]
25-30 PEOPLE AT THIS LOCATION [05/02/20 02:06:09 SMCKINNEY]
THIS IS AN AIRBNB PARTY [05/02/20 02:06:01 SMCKINNEY]
RP STATES THERE IS A PARTY AT THIS LOCATION [05/02/20 02:05:44 SMCKINNEY]

Times

Call Received: 05/02/20 02:04:57 Time From Call Received
Call Routed: 05/02/20 02:05:32
Call Take Finished: 05/02/20 02:05:49
1st Dispatch: 05/02/20 02:05:48
1st En-Route: 05/02/20 02:06:15
1st Arrive: 05/02/20 02:08:53
Last Clear: 05/02/20 02:25:24

Unit Reaction: 000:03:05 (1st Dispatch to 1st Arrive)
En-Route: 000:00:27 (1st Dispatch to 1st En-Route)
On-Scene: 000:16:31 (1st Arrive to Last Clear)

\|cadsrv\ossicaf\cadvrpf\EventHistory_Event_Portrait

Page 1 of 4

Report Generated: 05/04/2020 08:13:03 | User ID: FBP1285

60
### Radio Log

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<td>2903</td>
<td>DXY</td>
<td>DispatchXY</td>
<td>05/02/20 02:05:48</td>
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### Event Log

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<td>Fast Forward to LAW</td>
<td>05/02/20 02:05:32</td>
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<td>SMCKINNEY</td>
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COMMUNICATIONS

Event Report

Event ID: 2020-113131  Call Ref #: 65  Date/Time Received: 05/02/20 02:33:43

Rpt #:  
Call Source: PHONE  Prime: B4730  Unit: RODDY, JASON

Services Involved

PHONE

Location: 3751 RIDGE OAK WAY

Jur: CAD  Service: LAW  Agency: FBP
St/Beat: FB06  District: RA: 4E12

Nature: CONTACT COMPLAINANT  Alarm Lvl: 1  Priority: 8

Business:

Medical Priority:

Reclassified Nature:

Caller: PALAVICINI, AMADO  Phone: (469) 867-7701
Addr:  

Vehicle #:

Report Only: No  Race:  

Sex:  Age:

Call Taker: DTAYLOR  Console: CAD06

Geo-Verified Addr.: Yes  Nature Summary Code:

Disposition: NR  Close Comments:

Notes: NOTIFIED / 30 COPIED [05/02/20 02:58:12 DHELMKAMP]
RP CALLED BACK/WANTS PHONE CONTACT FROM SGT [05/02/20 02:57:16 DTAYLOR]
UDTS: ZONE BUSY NOTIFICATION [05/02/20 02:56:54 DHELMKAMP]
This is a reopened incident. [05/02/20 02:56:49 DHELMKAMP]
Officer contacted complaint who advised that he wanted a report number or reference number for the call in order to bring it up with City Council and the Mayor about the AIRBNB property. Officer gave complainant the service number and the non emergency number to contact a supervisor per his request. No further action taken at this time. [05/02/20 02:56:28 Unit:B4707]
IN REF TO EARLIER CALLS [05/02/20 02:34:19 DTAYLOR]
CONTACT RP BY PHONE [05/02/20 02:33:57 DTAYLOR]

Times

Call Received: 05/02/20 02:33:43  Time From Call Received

Call Routed: 05/02/20 02:33:54

Call Take Finished: 05/02/20 02:34:41

1st Dispatch: 05/02/20 02:34:45

1st En-Route: 05/02/20 02:35:10

1st Arrive: 05/02/20 02:35:10

Last Clear: 05/02/20 02:54:36

Unit Reaction: 000:00:25 (1st Dispatch to 1st Arrive)

En-Route: 000:00:25 (1st Dispatch to 1st En-Route)

On-Scene: 002:49:26 (1st Arrive to Last Clear)

(Time Held)

(Reaction Time)

Radio Log

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Report Generated: 05/04/2020 06:13:44  | User ID: FBP1285
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Event Report

Event ID: 2020-116344  Call Ref #: 303  Date/Time Received: 05/05/20 22:03:05

Rpt #:  
Call Source: PHONE  Prime: B4706  Unit: MORENO, NATHANIEL  Services Involved: LAW

Location: 3751 RIDGEOAK WAY  Jur: CAD  Service: LAW  Agency: FBP
 PENNSTONE DR  St/Beat: FB06  District: RA: 4E12
 WILDDALE DR

Business:  Phone: GP: 4F2

Nature: CONTACT COMPLAINANT  Alarm Lvl: 1  Priority: 8  Medical Priority:

Reclassified Nature:

Caller:  Alarm:
Addr:  Phone:

Vehicle #:  St:  Report Only: No  Race:  Sex:  Age:  Alarm Type:

Call Taker: RCISNERSOS  Console: CAD04
Geo-Verified Addr.: Yes  Nature Summary Code:  Disposition: NR  Close Comments:

Notes: Officers contacted Mr. Palavitini who stated that he believed that there was a rental property being operated at 3751 Ridgeoak. He advised that this had been a on going issue in the neighborhood. He stated that there had been numerous suspicious activity in the area due to the rental property. But at the time of the contact Palavitini stated that nothing was currently going on he just wanted PD to be aware of the issue. I advised that due to the time of night and due to nothing actively going on i would relay his information to the supervisors so they could advise day shift of the issue. Officer cleared after advising Palavitini to call if anything suspicious were to occur. [05/05/20 23:00:13 Unit:B4706] CALLER WANTS PHONE CONTACT — [05/05/20 22:05:35 RCISNERSOS] CALLER LIVES AT 3808 RIDGEOAK WAY [05/05/20 22:04:52 RCISNERSOS] IS CONCERNED BECAUSE THERE IS ALWAYS ALOT OF ACTIVITY [05/05/20 22:04:41 RCISNERSOS] AND ACCORDING TO CITY COUNCIL NOBODY CAN BE THERE [05/05/20 22:04:19 RCISNERSOS] WANTS TO REPORT AIRBNB - AND PEOPLE STAYING THERE. [05/05/20 22:03:45 RCISNERSOS]

Times

Call Received: 05/05/20 22:03:05
Call Routed: 05/05/20 22:04:55
Call Take Finished: 05/05/20 22:04:55
1st Dispatch: 05/05/20 22:09:46 (Time Held)
1st En-Route: 05/05/20 22:09:46
1st Arrive: 05/05/20 22:09:46 (Reaction Time)
Last Clear: 05/05/20 23:00:19

Unit Reaction: (1st Dispatch to 1st Arrive) (1st Dispatch to 1st En-Route)
En-Route: (1st Arrive to Last Clear)
On-Scene: 000:50:33

Radio Log

Unit  Empl ID  Type  Description  Time Stamp  Comments  Close Code  User
B4706  3004  DXY  DispatchXY  05/05/20 22:09:46  2473422.03,7023453.60  FBP3004
B4706  3004  D  Dispatched  05/05/20 22:09:46  Stat/Beat: FB06  FBP3004
B4706  3004  E  En-Route  05/05/20 22:09:46  Stat/Beat: FB06  FBP3004
B4706  3004  A  Arrived  05/05/20 22:09:46  Stat/Beat: FB06  FBP3004

Report Generated: 05/06/2020 04:08:06 | User ID: FBP1439

Page 1 of 2
### Event Log

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COMMUNICATIONS

Event Report

Event ID: 2020-118908  Call Ref #: 901  Date/Time Received: 05/08/20 18:47:12

Rpt #:  
Call Source: PHONE  
Prime: B4707  
Unit: CERVANTES, EDUARDO

Services Involved: [LAW]  
Jur: CAD  
Service: LAW  
Agency: FBP  
St/Beat: FB06  
District: RA 4E12  
Phone: GP 4F2

Location: 3751 RIDGEOAK WAY  
X-ST: PENNYSTONE DR  
WILDDALE DR

Nature: CONTACT COMPLAINANT  
Alarm Lvl: 1  
Priority: 8  
Medical Priority:

Reclassified Nature:

Caller: PALAZZINI, AMADO  
Addr: 3751 RIDGEOAK WAY  
Phone: (469) 867-7701

Vehicle #:  
St:  
Report Only: No  
Race:  
Sex:  
Age:

Call Taker: SDENSON  
Console: CAD09

Geo-Verified Addr.: Yes  
Nature Summary Code:  
Disposition: NR  
Close Comments:

Notes: NAME: ROSS, DANIEL, CHRISTOPHER  
DESCRIPTION: BLACK/MALE/031519316-05/12/96/BLACKBROWN  
Officer contacted Ross who advised that he was having a BBQ with his family and there were fifteen people inside the residence. Ross advised that he rented the property on April 29th and his last day would be on May 9th. Officers advised Ross that the owner should have received a letter advising him that he was not to rent the property due to the COVID-19 social distancing policy. Ross advised that he understood and stated that he would be staying the night, but his family would be leaving at the end of the night. No further action taken at this time.  
As officers were leaving the owner Jordan Love arrived and advising that once he received the letter he advised the renters that they should leave, but stated that Ross asked if he could stay the remainder of the days since they were already paid for. Love stated "some people don't follow the rules" referring to the renters. Officers advised Love that if any noise violations are reported throughout the night the renters would be receiving a fine. No further action taken at this time. [05/08/20 19:32:29 Unit:B4707]  
contact by phone [05/08/20 18:49:01 SDENSON]  
states right now 3 more people are arriving now [05/08/20 18:48:46 SDENSON]  
he is worried because coronavirus [05/08/20 18:49:38 SDENSON]  
rp states owner isn't there and there are at least 8 people there now [05/08/20 18:48:24 SDENSON]  
rp states that no one needs to be there except the owner [05/08/20 18:47:48 SDENSON]  
rp states this is an airbnb [05/08/20 18:47:27 SDENSON]

Times

Call Received: 05/08/20 18:47:12  
Call Routed: 05/08/20 18:47:18  
Call Take Finished: 05/08/20 18:49:41  
1st Dispatch: 05/08/20 18:49:35  
1st En-Route: 05/08/20 19:01:43  
1st Arrive: 05/08/20 19:01:43  
Last Clear: 05/08/20 19:32:37  
Time From Call Received

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Report Generated: 05/12/2020 08:16:18  | User ID: FBP1265
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DOB=1/1/0 | AOLIVAS    |    |
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| ENT  |         |      | Entered RelNmOln     | 05/08/20 19:11:23 | [ID: 1113685] 44506850   | AOLIVAS    |    |
| ENT  |         |      | Entered RelNmType    | 05/08/20 19:11:48 | [ID: 1113685] QRY       | AOLIVAS    |    |
| CHG  |         |      | Changed RelLastName  | 05/08/20 19:11:54 | [ID: 1113685] &lt;UNKNOWN#1&gt; --&gt; ROS | AOLIVAS    |    |
| ENT  |         |      | Entered RelFirstName  | 05/08/20 19:11:57 | [ID: 1113685] DANIEL     | AOLIVAS    |    |
| ENT  |         |      | Entered RelDob       | 05/08/20 19:12:02 | [ID: 1113685] 3/15/1993 | AOLIVAS    |    |
| ENT  |         |      | Entered RelAge        | 05/08/20 19:12:02 | [ID: 1113685] 27         | AOLIVAS    |    |
| ENT  |         |      | Entered RelSex        | 05/08/20 19:12:04 | [ID: 1113685] M          | AOLIVAS    |    |
| CHG  |         |      | Changed RelNmOln     | 05/08/20 19:12:08 | [ID: 1113685] 44506850 --&gt; | AOLIVAS    |    |
| DLQ  |         |      | Driver License Query  | 05/08/20 19:12:08 | OLN: State: Name: ROSS, DANIEL | AOLIVAS    |    |
| ENT  |         |      | Entered RelNmOln     | 05/08/20 19:12:10 | [ID: 1113685] 44506850   | AOLIVAS    |    |
| ENT  |         |      | entered memOlnCom     | 05/08/20 19:12:16 | 3109673                   | AOLIVAS    |    |
| ENT  |         |      | Entered RelMiddleName | 05/08/20 19:12:28 | [ID: 1113685] CHRISTOPHER | AOLIVAS    |    |</p>
<table>
<thead>
<tr>
<th>Event Type</th>
<th>Description</th>
<th>Date/Time</th>
<th>Units</th>
<th>Duration</th>
<th>Officer</th>
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<tbody>
<tr>
<td>RS</td>
<td>Reset Watchdog Timer</td>
<td>05/08/20 19:12:39</td>
<td>B4707,B4706</td>
<td>10Min.</td>
<td>AOLIVAS</td>
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<td>Reset Watchdog Timer</td>
<td>05/08/20 19:24:28</td>
<td>B4707,B4706</td>
<td>10Min.</td>
<td>AOLIVAS</td>
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<td>ARM</td>
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<td>05/08/20 19:32:29</td>
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<td>Unit:B4707</td>
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</table>
# COMMUNICATIONS

## Event Report

**Event ID:** 2020-118973  
**Call Ref #:** 966  
**Date/Time Received:** 05/08/20 20:09:11

### Location:

**3751 RIDGE OAK WAY**  
**PENNYSTONE DR**  
**WILDDALE DR**

### Business:

**Nature:** CONTACT COMPLAINANT

### Services Involved:

- **Prime:** B4707  
- **Unit:** CERVANTES, EDUARDO  
- **Jur:** CAD  
- **Service:** LAW  
- **Agency:** FBP  
- **St/Beat:** FB06  
- **District:** RA: 4E12  
- **Phone:** GP: 4F2

### Caller:

**Addr:**  
**Phone:**

### Vehicle:

**St:**  
**TX:**  
**Report Only:** No  
**Race:**  
**Sex:**  
**Age:**

### Call Taker:

**Unit:** B4707  
**Console:** 8510

### Geo-Verified Addr:

**Yes**

### Nature Summary Code:

**Disposition:** NR  
**Close Comments:**

**Notes:** Officer contacted PALAZIN MI, AMADO in reference to service number 2020118908. [05/08/20 20:16:49 Unit:B4707]

---

### Times

**Call Received:** 05/08/20 20:09:11  
**Time From Call Received:**

**Call Routed:** 05/08/20 20:09:11  
**Unit Reaction:** (1st Dispatch to 1st Arrive)

**Call Take Finished:** 05/08/20 20:09:11  
**En-Route:** (1st Dispatch to 1st En-Route)

**1st Dispatch:** 05/08/20 20:09:11  
**1st En-Route:** (Time Held)

**1st Arrive:** 05/08/20 20:09:11  
**On-Scene:** 00:07:52 (1st Arrive to Last Clear)

**Last Clear:** 05/08/20 20:17:03  
**(Reaction Time):** 00:07:52

---

### Radio Log

<table>
<thead>
<tr>
<th>Unit</th>
<th>Empl ID</th>
<th>Type</th>
<th>Description</th>
<th>Time Stamp</th>
<th>Comments</th>
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<th>User</th>
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<tbody>
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<td>DXY</td>
<td>DispatchXY</td>
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<td>D</td>
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<td>B4707</td>
<td>2903</td>
<td>C</td>
<td>Cleared</td>
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<td>[NR]</td>
<td>NR</td>
<td>FBP2903</td>
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### Event Log

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<tr>
<th>Unit</th>
<th>Empl ID</th>
<th>Type</th>
<th>Description</th>
<th>Time Stamp</th>
<th>Comments</th>
<th>Close Code</th>
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<tbody>
<tr>
<td>TR</td>
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<td>Time Received</td>
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<td>05/08/20 20:09:11</td>
<td>By: SELF</td>
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**Report Generated:** 05/12/2020 06:12:05  
**User ID:** FBP12565
Event ID: 2020-118973  Call Ref #: 966  CONTACT COMPLAINANT at 3751 RIDGEOAK WAY

FIN  Finished Call Taking  05/08/20 20:09:11  Unit B4707
ARM  Added Remarks  05/08/20 20:16:59  Unit B4707