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## MEMORANDUM

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**TO:** MCCORDSVILLE PLANNING AND BUILDING DEPARTMENT

**FROM:** BRANDY STEPAN/KEVIN ELLENBURG

**SUBJECT:** ACCESSORY STRUCTURE PERMIT REQUEST

**DATE:** 05/19/2021

**CC:** KEVIN ELLENBURG

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Thank you for the opportunity to request an accessory structure permit. Our lot is the divider between Bay Creek East and McCord Pointe. The developer was not required to install a buffer between the two neighborhoods. In an effort to preserve our neighborhood distinction and create privacy within our backyard, we would like to install six (6) partition panels in the landscaping. The panels will be staggered, not connected, and removable. As these partition panels are primarily for aesthetic purposes, we would like the approval of McCordsville Town to encroach on the swale. The partitions will not impede drainage and our lot is at the "top" of the swale.

As homeowners, we understand the liabilities of the encroachment and we may be asked to remove the encroachment at personal expense.

Details of the partition panels:

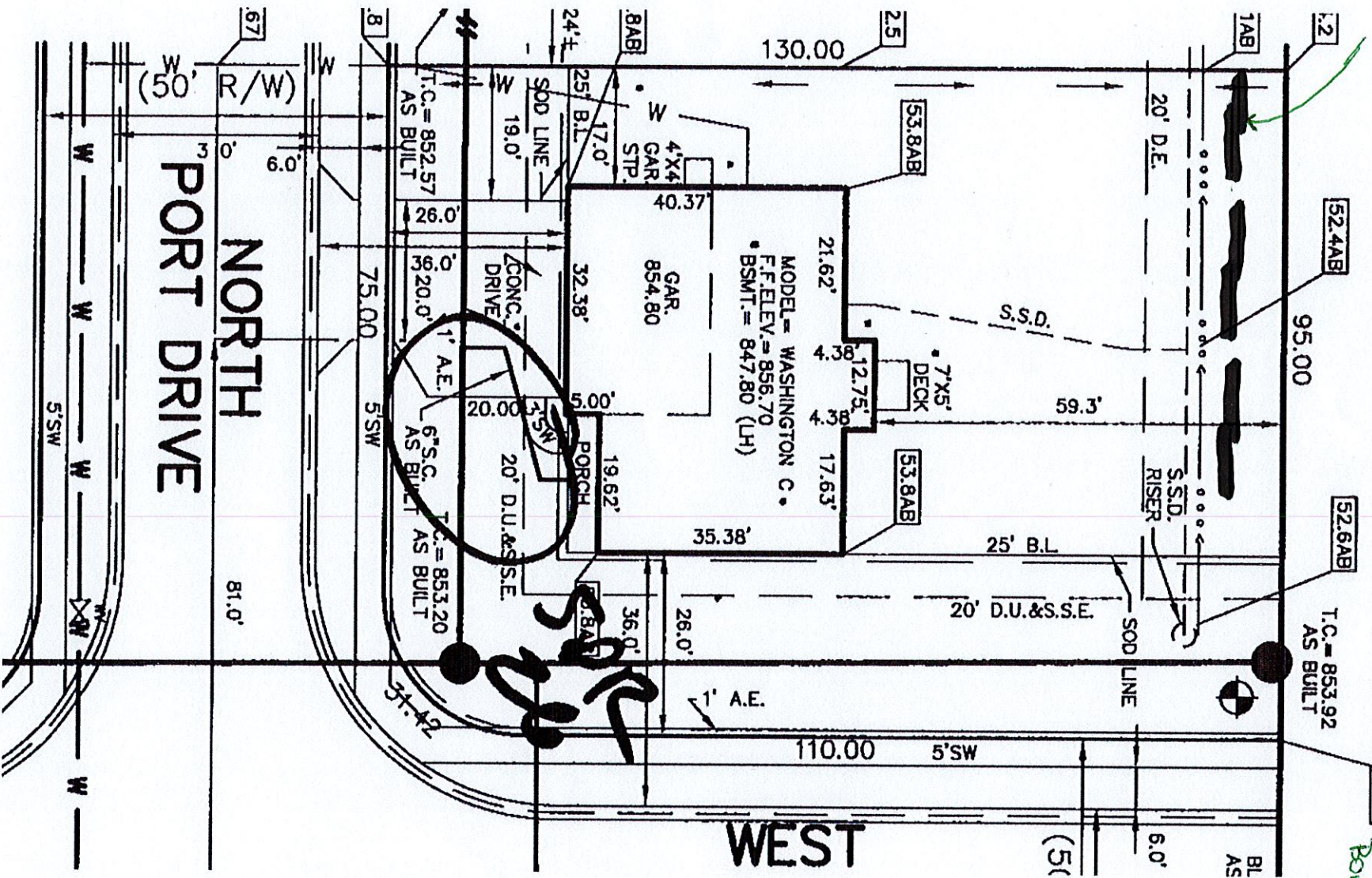
8'x8'

Staggered in groups of two (2) within the landscape trees. (Picture Attached)

Made of composite wood to match our stoop. (Picture Attached)

Thank you for your consideration. We look forward to your response.



[illegible]

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