



October 7, 2015

Honorable Justin Forkner
Administrative Law Judge
302 W. Washington St., Room W246
Indianapolis, IN 46204

Your Honor:

Recently I was in receipt of a letter from Indiana Department of Homeland Security regarding an application for Construction Design Release; I have attached it for your convenience.

In this letter we received a denial of this project, SBC Project No. 377388.

I am writing this because I need your help in resolving this. I hate to claim ignorance in this matter, but unfortunately that is what has happened. After I received this last letter, I spoke with Shandra Jordan from the Plan Review office, she explained to me that at least 2 letters had been sent requesting information needed in order to approve this request. These letters were sent to the attention of my Maintenance Supervisor, Thomas Garrison. This last letter, which was sent by certified mail, also had Tom's name on it to sign, but he left the employment of our company a little over a month ago. When this last letter came to him I signed for it recognizing that it had to be important. I did not see or know about the previous letters and since Tom is no longer with us, I felt pretty much in the dark regarding this matter.

I did send a request for an Administrative review by e-mail as that is what I was instructed to do only to get a return e-mail saying that it was not the proper way to submit the request.

Could you please take the above circumstances under consideration and help me to know what I need to do to resolve this issue? Had I seen or know about the previous correspondence I would never have let it get to this point.

Thank you for your help in resolving this matter and I will wait to hear from you. If you need to call, the numbers to reach me are: 812-948-9224 (Office) or 812-972-8516 (Cell).

Regards,

Karen Carter

Property Manager, Knobs Pointe Apartments



MICHAEL R. PENCE, Governor
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
Indianapolis, IN 46204

Plan Review Division
317-232-1421

September 21, 2015

Knobs Pointe Daycare
Attn: Thomas Garrison
2702 Paoli Pike
New Albany, IN 47150

RE: SBC Project No **377388**
Knobs Pointe Daycare Fire Alarm
2702 Paoli Pike
New Albany – FLOYD COUNTY

DENIAL OF APPLICATION

Dear Thomas Garrison,

We have not received a response to our correction order dated **04/29/2015**. In accordance with 675 Indiana Administrative Code 12-6-12(b), you are hereby notified that your application to the Building Law Compliance Officer for an Application for Construction Design Release – SF 37318 on the above referenced project is denied. This denial does not affect any design release(s) previously issued on the referenced project.

Please be advised that if you desire administrative review of this Order, you must file a written petition for review with the Fire Prevention and Building Safety Commission at 302 West Washington Street, Rm. W246, Indianapolis, IN 46204, identifying the violations for which you seek review no later than 18 calendar days from the mailing date of this Order unless such date is a Saturday, Sunday, legal holiday under state statute, or day that the Department of Homeland Security's offices are closed during regular business hours, in which case the deadline would be the first calendar day thereafter that is not a Saturday, Sunday, legal holiday under state statute, or day that the Department of Homeland Security's offices are closed during regular business hours. If you do so, your petition for review will be granted and an administrative proceeding will be conducted by an administrative law judge appointed by the Fire Prevention and Building Safety Commission. If you do not file a petition for review, this Order will be **FINAL** and you **MUST** comply with its requirements.

Please be further advised that you may request an opportunity to informally discuss this Order prior to filing a petition for review. Such informal discussion or a request therefore, does not extend the deadline for filing a petition for review and, therefore, any request for an informal discussion should be made promptly, preferably by telephone, upon receipt of this Order.

Shandias Jordan

Ashley Cronson

Dan Moses

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With the denial of this application, the fees are not refundable. If you intend to proceed with the construction, it remains necessary for you to obtain a design release, which will require filing documentation and fees in accordance with 675 Indiana Administrative Code 12-6-13.

Sincerely,



Craig E. Burgess RA NCARB CPE CBI LEED AP
Plan Review Section Chief

CB/SJ

Cc: file

Project file – Reviewer (Damon Adams)
Design Professional, Dan Ubelhor (Dan.Ubelhor@koorsen.com)
Dave Smith, Section Chief Building and Fire Code Enforcement
Local Building Official, David Brewer (dbrewer@cityofnewalbany.com)
Pam Walters, Director Legal and Code Services
Dean Illingworth, FAIA, Building Law Compliance Officer

317-232-2222
Plan Review
Construction design release

