

**BEFORE THE HEARING EXAMINER
CITY OF SEATTLE**

In the Matter of the Appeal of

Hearing Examiner File:
MUP 18-015 (DR, W)

JENNIFER COATS

Department Reference:
3020310-LU

from a decision by the Director of the
Department of Construction and Inspections

**PREHEARING
ORDER**

On July 9, 2018, a prehearing conference was held regarding this matter. At the Conference, the Appellant, Jennifer Coats (“Appellant”) represented herself, the Director was represented by Carly Guillory (“Department”), and the Applicant was represented by Courtney Flora, attorney at law, with Andres Friedman and Kathryn Jerkovich in attendance (“Applicant”).

During the prehearing conference the parties discussed a hearing schedule, briefing schedule for pre-hearing motions, identified a schedule for final witness and exhibit lists and exchange of exhibits, and discovery. The following matters were discussed and resolved:

1. The parties are engaging in prehearing discovery on their own initiative and will notify the Hearing Examiner only if necessary.
2. The Appellant is encouraged to file a clarification of the issues on appeal prior to filing witness and exhibit lists.
3. All parties shall file and serve their initial witness list¹ and exhibit list, no later than 5:00 PM on July 23, 2018.
4. Final witness lists and exhibit lists must be filed by all parties no later than 5:00 PM on August 6, 2018.
4. Each party shall serve the other parties a copy of each of the exhibits listed on their exhibit lists, no later than 5:00 PM on July 2, 2018. (Exhibits are not to be filed with the Office of the Hearing Examiner electronically or in hard copy. Parties are not required to provide copies of an exhibit to another party if the other party is known to possess a copy of the exhibit.


¹ Witness lists must include the names of witnesses and a brief summary of their expected testimony. If a witness will be testifying as an expert, a statement of qualifications must be included. Except for purposes of impeachment or rebuttal, only those witnesses and exhibits listed by the parties may be offered at the hearing.

Parties must be prepared to provide a copy of any exhibit to be introduced at the hearing in hard-copy form to the Hearing Examiner.)

The hearing in this matter is scheduled to be held on August 13, 2018, beginning at 9 AM in the Office of Hearing Examiner, Hearing Room 4000, 700 Fifth Avenue, (Seattle Municipal Tower, 40th Floor) Seattle, Washington. In addition to this initial hearing date, August 15th has been reserved on the hearing calendar for continuation of the hearing.

The parties are reminded that Hearing Examiner Rule (HER) 2.05(a) requires that any electronically filed document more than 10 pages in length, including exhibits, must also be delivered to the Hearing Examiner in hard copy; and HER 2.05(c) prohibits the filing of more than 15 pages with the Office of Hearing Examiner by electronic facsimile.

Entered this 9th day of July, 2018.


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CERTIFICATE OF SERVICE

I certify under penalty of perjury under the laws of the State of Washington that on this date I sent true and correct copies of the attached **Prehearing Order and Notice of Hearing** to each person listed below, or on the attached mailing list, in the matter of **Jennifer Coats**, Hearing Examiner File: **MUP-18-015 (DR, W)** in the manner indicated.

Party	Method of Service
Appellant Jennifer Coats jcoats1972@gmail.com	<input type="checkbox"/> U.S. First Class Mail, postage prepaid <input type="checkbox"/> Inter-office Mail <input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Legal Messenger
Applicant Legal Counsel Courtney Flora cflora@mhseattle.com Katie Kendall kkendall@mhseattle.com	<input type="checkbox"/> U.S. First Class Mail, postage prepaid <input type="checkbox"/> Inter-office Mail <input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Legal Messenger
Department Carly Guillory SDCI Carly.guillory@seattle.gov Janet Oslund Janet.Oslund@seattle.gov SCI_LUIB SCI_LUIB@seattle.gov Roberta Baker Roberta.Baker@seattle.gov Shelley Bolser Shelley.Bolser@seattle.gov Stephanie Haines Stephanie.Haines@seattle.gov	<input type="checkbox"/> U.S. First Class Mail, postage prepaid <input type="checkbox"/> Inter-office Mail <input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Legal Messenger

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Dated: July 9, 2018



Alayna Johnson
Legal Assistant