



**INTEROFFICE MEMO  
PLANNING AND COMMUNITY  
DEVELOPMENT DEPARTMENT**

DATE: December 28, 2018  
TO: Samuel Thomas, ZBA Chairperson  
FROM: Jennifer L. Voss, Senior Planner  
SUBJECT: ZBA Meeting cancellation- January 17, 2018

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Due to a lack of applications, the ZBA meeting scheduled for January 17, 2018 has been cancelled. Our next regularly scheduled meeting will be February 21, 2018.

cc: ZBA Members  
Christina Stone, City Attorney  
Sandy Dillon, Court Reporter  
Justin Wood, City Engineer