



**INTEROFFICE MEMO
PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT**

DATE: October 25, 2021
TO: Samuel Thomas, ZBA Chairperson
FROM: Jennifer L. Voss, Senior Planner
SUBJECT: ZBA Meeting Cancellation- November 17, 2021

Due to a lack of applications, the ZBA meeting scheduled for November 17, 2021 has been cancelled. Our next regularly scheduled meeting will be December 15, 2021.

cc: ZBA Members
Christina Stone, City Attorney
Tiffany Ponce, Court Reporter
Michael Delaney, City Engineer