

**INTEROFFICE MEMO**  
**LAND USE & DEVELOPMENT**

TO: Zoning Board of Appeals  
FROM: Cheryl Bunfill, Chairman  
DATE: January 24, 2017  
SUBJECT: February Meeting

Please be advised that there will be no meeting of the Zoning Board of Appeals on February 2, 2017.

The next regularly scheduled meeting will be held on March 2, 2017.

cc: City Council