



## InterOffice Memorandum

**Date:** Thursday, January 23, 2020

**To:** Chairman Whitney & Members of the Planning and Zoning Commission

**From:** Rob Horne, Director of Public Works  
Jo Ellen Charlton, Assistant Director of Public Works  
Elizabeth Payne, Administrative Services Coordinator

**Subject:** February 4, 2020 Plan Commission Meeting

**CC:** Barry Krumstok, City Manager  
Judy Brose, Deputy City Clerk  
Martha Corner, Business Advocate

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Staff has received no applications for the Planning and Zoning Commission. Therefore the Tuesday, February 4, 2019 Planning and Zoning Commission meeting is cancelled.

The next regularly scheduled meeting of the Planning and Zoning Commission will be Tuesday, March 3, 2019.