



**INTEROFFICE MEMO
PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT**

DATE: January 2, 2019
TO: Samuel Thomas, ZBA Chairperson
FROM: Jennifer L. Voss, Senior Planner
SUBJECT: ZBA Meeting cancellation- January 16, 2019

Due to a lack of applications, the ZBA meeting scheduled for Wednesday, January 16, 2019 has been cancelled. Our next regularly scheduled meeting will be February 20, 2019.

cc: ZBA Members
Christina Stone, City Attorney
Burnham Reporting, Court Reporter
Justin Wood, City Engineer