

**MEMORANDUM**  
**DEPARTMENT OF PLANNING, CONSERVATION AND DEVELOPMENT**

**TO:** Town Clerk

**FROM:** William Warner, AICP, Director of Planning, Conservation and Development

**DATE:** December 27, 2006

**RE:** ZBA Meeting for 1/4/07

Please be advised that the Zoning Board of Appeals meeting scheduled for Thursday, January 4, 2007, has been cancelled.

The next meeting will be held on Thursday, February 1, 2007.

WW/eh