

MEMORANDUM
DEPARTMENT OF PLANNING, CONSERVATION AND DEVELOPMENT

TO: Town Clerk

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

DATE: December 9, 2009

RE: Meeting Cancellation

Please be advised that the regular meeting of the Planning and Zoning Commission scheduled for tonight at 7:00 p.m. in the Council Chambers has been cancelled due to the passing of Commissioner James Fortuna.

The next regular meeting of the Commission has been scheduled for Wednesday, January 13, 2010.

WW/eh