



2008 James City County Comprehensive Plan

## MEMORANDUM

**DATE:** January 6, 2009

**TO:** Members of Steering Committee

George Billups	Jack Fraley	Chris Henderson
Mary Jones	Rich Krapf	Julie Leverenz
Vaughn Poller	Bill Porter	Tom Tingle
Mark Wenger		

**FROM:** Jose Ribeiro, Senior Planner  
Chirsty Parrish, Proffer Administrator

**SUBJECT:** January 12, 2009 Steering Committee Meeting

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Please find the materials for the next Steering Committee meeting, scheduled for Monday, January 12<sup>th</sup> from **4:00 p.m. to 6:00 p.m.** at: <http://www.jccplans.org/steering/schedule.php#materials>. This includes the agenda for the January 12<sup>th</sup> meeting and the minutes from the January 5<sup>th</sup> meeting. All land use application staff reports and supporting documentation are posted at <http://jccplans.org/steering/land-use-applicants.php>. (Items may be posted at separate times.)

At this meeting, staff will conclude the land use application presentations and answer questions from the committee. Afterwards, all land use applicants, citizens, and interested parties will have the opportunity to present or comment on specific applications to the committee. Please do not forget to use the "blog" to post questions or comments under the appropriate section anytime before or after the meeting.

Also, as a reminder, please e-mail Tammy Rosario ([trosario@james-city.va.us](mailto:trosario@james-city.va.us)) or Christy Parrish ([cparrish@james-city.va.us](mailto:cparrish@james-city.va.us)) with any known conflicts with the revised schedule given at the January 5<sup>th</sup> meeting.

Feel free to call staff at 253-6685 if you have any questions or concerns. We look forward to seeing you then.