



2008 James City County Comprehensive Plan

## MEMORANDUM

**DATE:** December 22, 2008

**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 5, 2009 Steering Committee Meeting

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Please find the materials for the next Steering Committee meeting, scheduled for Monday, January 5<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 5<sup>th</sup> meeting, the minutes from the December 22<sup>nd</sup> meeting and the Land Use Application meeting schedule. Due to the volume of information, all Land Use Application staff reports and supporting documentation will be posted at <http://jccplans.org/steering/land-use-applicants.php>. (Items may be posted at separate times.)

At this meeting, staff will present all Land Use Applications to the Steering 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, if you are planning on attending the bus tour, we will be leaving from the County complex at 8:30 a.m. the morning of January 5<sup>th</sup>.

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