



MEMORANDUM

January 13, 2011

TO: PLANNING BOARD
FROM: PLANNING STAFF

RE: No Regular January Planning Board Meeting – Public Meeting for PARTF Grant Application

The regularly scheduled January Planning Board meeting will not be held. In lieu of the meeting, Planning Staff would like to invite any interested Planning Board members and any interested City Council members to attend a public meeting regarding a pending Parks and Recreation Trust Fund (PARTF) Grant application. This meeting is necessary to receive questions, comments, and concerns from the public regarding the project, and is a requirement for a successful PARTF grant application. We will have educational items and presentation materials regarding our proposed site plan and site amenities.

The public meeting is scheduled for January 18th, 2011 at 7:00 pm in the City Council Chambers, and has been advertised on January 7th and 14th in the Observer News Enterprise. Included is a copy of the proposed site design. Please review the design at your leisure and we will look forward to seeing you at the public meeting. Should you have any questions please feel free to give us a call or stop by the office.

Conover Station Park

