

Memo

To: Michael Culpepper
Ted Dziurman
Ghazanfar Ali Shah, PHD, R.S.
William Nelson

From: Richard Kessler, Plan Analyst

CC: Gary A. Shripka, Director of Building & Zoning

Date: September 22, 2009

Re: Building Code Board of Appeals - January 7, 1997

The Building Department has not received any applications for the Building Code Board of Appeals, therefore, there will be no meeting January 7, 1998.

If applications are received, the next scheduled meeting would be February 4, 1998.

RK/ddb