



# Memo

**To:** Planning and Zoning Board Members  
**CC:** Sandy Riffle, Drew Smith, Ellen Hardgrove,  
**From:** Brett Sollazzo, Administrative & Permitting Manager  
**Date:** January 4, 2023  
**Re:** Business Items Planning and Zoning Meeting January 9, 2023

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**For the January 9, 2023 Planning and Zoning Board meeting, the following new business items are provided in your agenda packet for your review and consideration.**

**1. Election of the Chair and Vice-Chair for 2023**

- The Planning and Zoning Board Members will discuss and nominate both a Chair and Vice-Chair for the 2023 year. A motion with roll call vote is required.

**2. Ordinance 2023-01: Site Specific PD District**

- Planning and Zoning Board will begin the review of the proposed planned development district that will implement the new future land use designation: Site Specific Plan. We will be going over the ordinance section by section, discussing any comments/recommendations the board may have. Planner Hardgrove is prepared to respond to any questions you may have regarding Ordinance 2023-01.