



2008 James City County Comprehensive Plan

MEMORANDUM

DATE: November 25, 2008

TO: Members of Steering Committee

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

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

SUBJECT: December 1, 2008 Steering Committee Meeting

Please find the agenda for the next Steering Committee meeting, which is scheduled for Monday, December 1st at 4:00 p.m. at: <http://www.jccplans.org/steering/schedule.php#materials>. Due to the Thanksgiving holiday, materials requested at or resulting from yesterday's meeting will be posted Monday morning. To compensate for the shortened review time, the Environment section leaders will be prepared to cover all posted items in detail at the meeting, and staff anticipates that approval of the minutes may need to wait until the December 8 meeting.

At this meeting, the Committee will discuss questions raised on the Environment technical report and GSAs, and review revised materials as available. Please do not forget to use the "blog" to post questions or comments under the appropriate section anytime before or after the meeting. Staff is reading all blogs and preparing to respond to them as feasible at the meeting.

Please also note that this meeting will be held in the Building F Board Room from **4:00 p.m. to 6:00 p.m.**

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