



**DATE:** December 26, 2017

**TO:** All members of the Wood County Planning Commission and agenda recipients

**FROM:** Dave Steiner, Director, Wood County Planning Commission *w.d.s.*

**RE:** January 2<sup>nd</sup>, 2018 meeting cancelation

Please be advised that the January 2<sup>nd</sup>, 2018 Planning Commission meeting has been canceled due to the retirement of four (4) members. Said retirement adds difficulty in forming a quorum.

The next meeting will be held on February 6<sup>th</sup>, 2018.

In the meantime, if you have any questions, please contact my Office.