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MEMO

TO: PLAN COMMISSION AND BOARD OF APPEALS MEMBERS

FROM: TANYA REIGEL, CLERK

DATE: MARCH 4, 2015

RE: TRAINING

There will be a Training Meeting on March 24, 2015 at 5:00 p.m. in Lower Conference Room #2 of the Civic Center, 156 East First Street, New Richmond, WI 54017.

We would really appreciate your attendance at this training to insure that proper procedures are followed with regard to meetings and public hearings.

Materials will be provided at the meeting.