

## **MEMORANDUM**

TO: Planning Commission

FROM: Aimee Nassif, Planning & Development Services Director

DATE: January 6, 2010

RE: Site Plan Committee & Work Session Meeting  
**January 11, 2010 – 6:45 p.m.**

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The next meeting of the Site Plan Committee and Work Session of the Planning Commission has been scheduled for **Monday, January 11, 2010 at 6:45 p.m.** in Conference Room 101 at the Chesterfield City Hall, 690 Chesterfield Parkway West.

The following is a listing of those items, which are scheduled to be discussed at this meeting:

1. **SITE PLAN COMMITTEE\***
  - A. AT&T Olive Subdivision, Lot 1 (Valvoline Instant Oil Change):  
Amended Architectural Elevations
  - B. Chesterfield Valley Medical Building II: Amended Site Development Plan, Partial Amended Landscape Plan and request for a free-standing sign
2. **WORK SESSION OF THE PLANNING COMMISSION**
  - A. Planning Commission Agenda Review

The Planning Commission will meet at **7:00 p.m.** in Council Chambers. The Agenda is attached.

\*Revolving Committee  
Amy Nolan, Revolving Chair  
Lu Perantoni  
Stanley Proctor  
Michael Watson  
M. L. Hirsch, Jr., PC Chair