



To: City of Jamestown Planning Commission Members
Re: Regularly scheduled meeting of the Jamestown Planning Commission
Date: December 14, 2021

Please be advised that the Jamestown Planning Commission will hold the regularly scheduled monthly meeting on **December 21, 2021 at 3:30 p.m., 3rd Floor Conference Room, City Hall**
The agenda will be as follows:

- 1. Annual required training hours for Planning Commissioners**
Ellen Shadle
- 2. North Main Street gateway sign (quorum)**
Presentation to approve for recommendation

Your attendance is of tremendous value and relevance in contributing as a commissioner.

If you are unable to attend this meeting, please contact me prior to the meeting. Notifications of any changes, updates, etc. will be forwarded accordingly. If any further questions regarding the agenda or other matters, do not hesitate to contact me at 716-483-7657, or shadle@jamestownny.gov.

Sincerely,

Ellen Shadle, Principal Planner

Cc: Eddie Sundquist, Mayor / Lawrence Scalise, Building Inspector / Jennifer Williams, City Clerk /
Lisa Volpe, City Assessor / Elliot Raimondo, Corporation Counsel

