



From: Ed Anzek, Director
To: Planning Commission
Date: December 7, 2012
Re: Approval of 2013 Meeting Schedule

As required by the Planning Commission By-Laws, at the beginning of each year, the Planning Commission shall set the date, time and place of its regular meetings. This item will be conducted under *Any Other Business*, and below is a motion for consideration:

MOTION by _____, seconded by _____, the Rochester Hills Planning Commission hereby establishes its 2013 meeting schedule at the December 11, 2012 Special Meeting as follows:

ROCHESTER HILLS PLANNING COMMISSION
2013 MEETING DATES**

January 15, 2013	July 2, 2013
February 5, 2013	August 20, 2013
March 5, 2013	September 3, 2013
April 2, 2013	October 1, 2013
May 7, 2013	November 19, 2013
June 4, 2013	December 3, 2013

***Meetings will be held on the first Tuesday of the month, with the exception of Tuesdays that conflict with holidays or elections. In that case, they will be on the third Tuesday of the month. The Planning Commission reserves the right to add special Meetings or Workshops on another Tuesday of the month at the applicant's request and cost or as necessary. Meetings maybe cancelled if no applications are received in the appropriate timeframe.*

MEMO

[Subject]

[Date]

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