

JULIA KROG, DIRECTOR
PHONE: 707-234-6650
FAX: 707-463-5709
FB PHONE: 707-964-5379
FB FAX: 707-961-2427
pbs@mendocinocounty.org
www.mendocinocounty.org/pbs

## **MEMORANDUM**

**DATE:** March 5, 2024

**TO:** Planning Commission

FROM: Planning & Building Services

SUBJECT: Improper Notice on Case U\_2023-0004 (MUSD)

The Department of Planning and Building Services has determined there was improper notice for U\_2023-0004 for the Mendocino Unified School District, scheduled to be heard at the March 7, 2024 Planning Commission meeting. As such, the project is not able to heard during the March 7, 2024 Planning Commission meeting and will be re-noticed for a future meeting date. Due to the fact that there was improper notice, the item cannot be discussed, nor public comment taken at the March 7, 2024 meeting.