



CITY OF BIXBY
P.O. Box 70
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MEMORANDUM

To: Bixby Board of Adjustment
From: Erik Enyart, AICP, City Planner *EE*
Date: Wednesday, September 19, 2012
RE: Board of Adjustment meeting schedule and application deadlines for 2013

The following is proposed to be the amended 2013 schedule for the Board of Adjustment:

<u>DATE</u>	<u>TIME</u>	<u>PLACE OF MEETING</u>
January 07, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
February 04, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
March 04, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
April 01, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
May 06, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
June 03, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
July 01, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
August 05, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
September 03, 2013 (Tue)	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
October 07, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
November 04, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
December 02, 2013	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby

APPLICATION DEADLINES

Four (4) weeks prior to the meeting, or the Bixby Bulletin's Public Notice publication deadline plus one (1) working day, whichever is sooner. The City Manager shall have the authority to make an exception to the deadline in cases of hardship or unusual circumstances.