

## **MEMORANDUM**

**TO:** William T. Lichter, Village Manager

**FROM:** David A. Hulseberg, AICP, Assistant Village Manager/ Director of Community Development

**DATE:** December 7, 2006

**SUBJECT: ZBA 06-24: 303 W. Harding Rd.**

Attached please find the following items for Village Board consideration as part of the December 7, 2006 Village Board meeting:

1. Zoning Board of Appeals referral letter;
2. IDRC report for ZBA 06-24;
3. Drawings of the proposed improvements; and
4. Plat of Survey associated with the petition.

Please contact me if you have any questions regarding the aforementioned materials.