



Memorandum

To: Local Board of Building Code Appeals Members
From: Debby A. Hall, Secretary
Date: May 8, 2013
Subject: Local Board of Building Code Appeals Meeting

A Meeting of the Board of Building Code of Appeals has been scheduled for **Tuesday, May 14, 2013 at 5:30 P.M.** The meeting will be held in the **Executive Conference Room on the 2nd Floor** of City Hall located at **715 Princess Anne Street.**

AGENDA:

1. Call to Order
2. Election of Chairman
3. Review and discussion by Board of By-Laws and Procedures
4. Other Business
5. Adjournment