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DEVELOPMENT SERVICES  
DEPARTMENT  
OFFICE OF THE CHIEF BUILDING OFFICIAL

**CITY OF SACRAMENTO**  
CALIFORNIA

300 RICHARDS BLVD., 3RD FLOOR  
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**MEMORANDUM**

**TO:** Mechanical & Plumbing Code Advisory & Appeals Board Members

**FROM:** BOB CHASE  
Chief Building Official

**DATE:** February 28, 2008

**SUBJECT:** 2008 Board Meeting Location

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At its January 24, 2008 meeting, the Board adopted the fourth Thursday of each month at 4:00 p.m. as its standing meeting date and time.

Additionally, the Board must adopt a standing meeting location. Staff proposes Development Services' new location at 300 Richards Blvd., Room 320.

BC/cf

