

**CITY OF WEST DES MOINES  
MEMORANDUM**

**TO:** Chair Shaw and Members of the Planning and Zoning Commission

**FROM:** Emani Brinkman, Associate Planner

**DATE:** June 24, 2024

**RE:** Item 2b – Sign Code Ordinance Amendment

Development Services Staff requests that Item 2b be withdrawn from the agenda due to a noticing error. This item will be brought back to the Plan & Zoning Commission at a later date after proper noticing is complete.

Recommendation: Motion to withdraw Item 2b, the Sign Code Ordinance Amendment

Cc: Linda Schemmel, Development Coordinator