

## Jennifer Halley

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**From:** Jennifer Halley  
**Sent:** Thursday, May 22, 2025 11:40 AM  
**To:** Copy Center  
**Cc:** Zachery Cardoso  
**Subject:** REP-PLA25-04 NOF-RFC - Print and Mail  
**Attachments:** REP-PLA25-04 Mailing List.csv; REP-PLA25-04 NOF AFFIDAVIT.doc; REP-PLA25-04 NOF-RFC.pdf

Hello,

Please print and mail the attached notice to the mailing list.  
Thanks!

252580

Print 453.06

Mail 452.05

### Jennifer Halley

*Admin Analyst I*

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### **Permit Application Center (PAC) Closure and Relocation:**

**The PAC Center will be closed to in-person services Monday-Friday June 2-13, 2025.**

All services will be available through email, phone and the PAC Portal.

Starting **June 16<sup>th</sup>** the Community Planning and Development Department, including the Permit Application Center, will be located at our temporary offices at [440 Church St SE](#) for approximately 24 months for the seismic renovation of City Hall.