

ST. CHARLES PARISH OFFICE OF THE PARISH PRESIDENT

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MEMORANDUM

- TO: Kim Marousek Planning & Zoning Director
- FROM: V. J. St. Pierre, Jr. Parish President
- **DATE:** October 4, 2011

RE: Planning & Zoning Complaints

I am requesting an immediate policy change which implements that no P&Z inspector or P&Z employee can give the name, phone number or e-mail address of anyone who has filed a complaint against a resident or business. Failure to follow this policy will result in the following:

1st offense: 3day suspension without pay

2nd offense: Termination

If you have any questions, please feel free to contact me.