



## MEMORANDUM

TO: Mayor and Council

FROM: Greg Guernsey, Director  
Planning and Development Review Department

DATE: December 14, 2011

SUBJECT: C14-2011-0065 -- The Austin Hotel

The staff is requesting that this case be postponed to the February 2nd Council agenda. This case was postponed at the Planning Commission.

A handwritten signature in blue ink, appearing to read "Greg Guernsey" followed by a flourish.

Greg Guernsey, Director  
Planning and Development Review Department

x: Marc A. Ott, City Manager  
Sue Edwards, Assistant City Manager