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MEMORANDUM

TO: Dave Sullivan, Chair
Planning Commission Members

FROM: Maureen Meredith, Senior Planner (phone: 974-2695) *mm*
Planning and Development Review Department

DATE: March 21, 2012

RE: NPA-2012-0025.01 – 4806 ½ Trail West Drive
Associated case: C14-2012-0016 (CP)

Staff is requesting a postponement of the above-referenced plan amendment case to the April 10, 2012 Planning Commission hearing date.

This postponement request will allow the plan amendment case to be scheduled on the same Planning Commission hearing date as the associated zoning case.

At the March 13, 2012 Planning Commission hearing, C14-2012-0016 was postponed to the April 10, 2012 Planning Commission hearing. The Commission also approved a motion directing staff to present the zoning case before the Environmental Board. The case will be on the Environmental Board's agenda for April 4, 2012.

The postponement request was made in a timely manner and meets the Planning Commission's policy.