

C3



MEMORANDUM

TO: Betty Baker, Chairperson
Zoning and Platting Commission Members

FROM: Sherri Sirwaitis
Planning and Development Review Department

DATE: November 12, 2014

RE: C14-2014-0041 (New Tenant Project) Postponement Request

The staff would like to request a postponement of the above mentioned case to December 16, 2014. The staff is asking for this postponement because a Neighborhood Traffic Analysis (NTA) is required and the applicant needs additional time to compile traffic counts for Millwright Parkway so that the Transportation division can review this information and complete the NTA for this case.

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