



MEMORANDUM

TO: Mr. Stephen Oliver, Chair
 Planning Commission Members

FROM: Maureen Meredith, Plan Amendment Case Manager
 Andrew Moore, Zoning Case Manager
 Planning and Zoning Department

DATE: December 1, 2015

RE: NPA-2015-0005.04 – Lenox Oaks
 C14-2015-0104 – Lenox Oaks
 Postponement Request

The Montopolis Planning Contact Team has requested a postponement of the above cases to the January 12, 2016 Planning Commission hearing date. The applicant is in agreement with this postponement request.

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