



TO: Mayor and City Council

**FROM: Gregory I. Guernsey, Director
Planning and Zoning Department**

DATE: December 4, 2015

**RE: 901 Spence
C14-2015-0109 and NPA-2015-0002.02
District 3
Postponement Request by Staff**

Staff requests a postponement of the above referenced rezoning request from December 10, 2015, to February 11, 2015. This item is scheduled for the December 8, 2015, Planning Commission, at which time it will be postponed to the Planning Commission meeting on January 12, 2015.

If you have any questions about this item, please contact Jerry Rusthoven at (512) 974-3207.

**Gregory I. Guernsey, Director
Planning and Zoning Department**

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