



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Greg Guernsey, Director *GG*  
Planning and Zoning Department

**DATE:** July 29, 2016

**SUBJECT:** C14-2016-0074 (Element Hotel) – District Area 7 –  
Postponement Request

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The Planning and Zoning Department would like to request a postponement of the above mentioned case to September 22, 2016. The staff is requesting the postponement because this case was re-noticed for the August 9, 2016 Planning Commission meeting and the September 22, 2016 City Council meeting.

If you need additional information, please contact Acting Assistant Director, Jerry Rusthoven, at 512-974-3207.

**Greg Guernsey, Director**  
**Planning and Zoning Department**

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